

A Guide to Supervising New Drivers

The Co-Pilot's Manual



Introduction

This handbook will outline ways that you, as a supervising driver can help your new driver. It includes step-by-step procedures for practising basic driving manoeuvres and suggestions to help make the learning process a positive experience for both you and the new driver. Helping the new driver will involve time, effort and patience on your part, but it will be well rewarded; you will worry less, knowing that you helped your new driver develop lifelong skills.

This manual should be used together with the *Saskatchewan Driver's Handbook*, which includes the rules of the road and basic driving instructions. Though the co-pilot's manual was primarily designed for parents of teenagers enrolled in the High School Driver Education Program, the information will be helpful to anyone who is supervising a new driver.

Table of Contents

- The co-pilot's responsibility** 2
 - Be a good model 2
 - Be the teacher's aid, but... 3
 - The Saskatchewan Driver's Handbook 4
 - Discuss driving with the new driver 4
 - The learner's licence. 4
 - Before you sign.... 4
- Driver education programs** 6
 - About the programs 6
 - Written exam 6
 - Some topics covered 7
 - Aims and objectives 7
 - What to practice, and when 7
 - Some tips before you begin to practice. 8
 - A suggested lesson plan 9
 - Practice log for new drivers. 9
 - Learner driver signs 10
- Teaching help** 11
 - Backing up. 11
 - Two-point turns 12
 - Right turns 14
 - Left turns 16
 - Intersections 18
 - Controlled intersections. 18
 - Uncontrolled intersections. 19
 - Parallel parking 20
 - One-way streets 21
 - Commercial vehicles 24
 - Distance. 25
 - Speed control 26
 - Night driving. 26
 - Bad weather driving 27
 - Sharing the road 27

Distracted driving 29

Drinking, drugs and driving 29

The road test 31

Practical preparation for their road test 32

The Graduated Driver Licensing program..... 35

The co-pilot's continuing role 36

Practice log for new drivers.....39/40

The co-pilot's responsibility

To be a supervising driver you must:

- be an experienced driver (not a novice) with a valid Class 5 driver's licence from a Canadian or U.S. jurisdiction,
- have held a valid licence for at least 12 months in the last three years,
- be able to take over driving the vehicle at all times, and
- be in the front passenger seat next to the learner driver.

Be a good model

People tend to imitate the behaviour of others, so set a good example whenever you drive:

- obey all traffic laws
- be courteous
- drive safely

It's very important to the new driver's safety that you:

Don't drive after consuming drugs or alcohol

New drivers are more likely to drive impaired if they have seen their peers and role models do so.

Use seatbelts

Just as your new driver will mimic your bad habits, they will usually adopt your good habits, such as wearing seatbelts. No matter how short the trip may be, require your new driver to wear a seatbelt. Always make sure your car has seatbelts that work. Teach your new driver to fasten the belt before starting the engine. If you wear a seatbelt every time you get into the car, the new driver may do the same.

Use headlights

Many collisions happen simply because drivers fail to see approaching vehicles. When your headlights are on all the time, your chances of being hit head on or from the side are reduced by up to 25%. In Canada, safety standards require all vehicles manufactured after December 1989 to be equipped with daytime running lights that automatically turn on. If your vehicle was manufactured



out-of-country it may not have this feature and those lights must be turned on manually. Please check your owner's manual if you're unsure whether your vehicle has this feature.

Be roadworthy

Make sure your signal lights, brake lights and horn work properly and your windshield is legal including being clear of dirt, snow, frost or large cracks.

Be the teacher's aid, but...

Remember, what you teach your new driver should correspond with what is taught by the driver educator in the driver education program. If you teach something differently than the educator, your new driver will be confused and have a more difficult time learning to drive. If your new driver insists that your instructions are different from the driver education program, contact the driver educator to discuss the matter. For your new driver's sake, please do not teach shortcuts or improper procedures.

Some high school driver training programs offer a supervising driver night. Check with the educator to see if they are offering a session at your school.

The Saskatchewan Driver's Handbook

Refresh your memory by reviewing the driver's handbook (www.sgi.sk.ca/handbook). The rules of the road and driving techniques may have changed since you learned to drive. For instance, students in the driver education program are taught the IPDE method of driving. IPDE, which stands for Identify, Predict, Decide and Execute, is a decision-making technique and driving style intended to avoid collisions. You can learn more about IPDE from the driver's handbook.

Most techniques discussed in the driver's handbook are taught in the driver education program.

Discuss driving with the new driver

Share your experiences and concerns. Ask for the new driver's opinion and respect it.

The learner's licence

In Saskatchewan, applicants must be 16 or older to apply for a learner's licence and must have the permission of their parent or guardian if they are under 18. Teenagers may get a learner's licence at age 15, provided they are enrolled in the High School Driver Education Program.

Anyone with a learner's licence can drive only with a fully licensed Class 5 driver. The supervising driver can't be in the Graduated Driver Licensing program and must have held a valid Canadian or U.S. driver's licence for at least 365 days in the past three years.

New drivers are required to hold a learner's licence for nine months under the Graduated Driver Licensing program. After passing the Class 5 road test, new drivers will spend a minimum of 18 months in the novice stages. (See page 35.)

Before you sign...

If you're a parent or guardian and do not feel that your teen is ready to drive, you can and should withhold your consent. Once you give consent for your teen to obtain a licence, it cannot be withdrawn. Before you give your consent for a learner's licence, consider:

Attitude

Attitude influences behaviour. A young person with a positive attitude towards people in authority (such as parents, teachers and police), pedestrians and other

road users will be a more safety-conscious driver. The new driver must place safety ahead of personal image and ego.

Responsibility

Adolescents who apply themselves to their school work and meet family obligations will be more likely to engage in responsible driving.

Intellectual maturity

Anyone who wants to drive must be able to learn and apply the rules of the road. Beyond this, new drivers must understand the risks involved in driving, recognize the serious consequences of breaking the law and be prepared to accept the consequences.

Risk-taking behaviour

Research suggests that teens who take part in activities or sometimes do things that place themselves or others in danger may be at greater risk of involvement in a serious collision.

Emotional maturity

Anyone with poor emotional control should not be given the opportunity to vent anger and frustration behind the wheel of a car.



Driver education programs

About the programs

Every board of education in Saskatchewan offers the High School Driver Education Program. This ensures that students have the opportunity to take a course that helps them learn safe driving skills.

Students who are in the High School Driver Education Program or at a certified driver education school who meet licensing requirements receive both classroom and in-car instruction. They spend classroom time learning to understand the traffic system. Students also spend at least six hours behind the wheel, gaining experience in a training vehicle with a qualified driver educator. This part of the program may consist of both observation and actual driving experience. Students practise handling a vehicle while driving in traffic and practise special manoeuvres like parallel parking.

The classroom content and in-car instruction of the driver education programs are based on traffic safety and collision information.

Certified driver education school locations are available at www.sgi.sk.ca.

Written exam

The in-classroom instruction includes the mandatory completion of Class 7 learner's knowledge exams before the student moves on to in-car instruction. This is completed via online testing. The student will need to visit a motor licence issuer to get a customer number and register an email address. This will enable the student to create a MySGI account and complete their tests online. To prepare for the exam, students can take the online practice quiz at www.sgi.sk.ca.

If you're 15 years of age and registered in a certified High School Driver Education Program but have been placed on a waiting list, you are eligible to write the class 7 licence exam at any SGI Driver Examination office. In order to write the exam you must present a copy of the Signature/Guarantor Form confirming you are enrolled or intend to be enrolled in a driver education program. The Signature/Guarantor Form is available either at your high school or on the SGI website at www.sgi.sk.ca/new-drivers.

MySGI not only lets high school students complete their tests online, customers can make payments, renew or cancel vehicle registration, schedule road and knowledge tests, and perform many other online transactions. Visit www.sgi.sk.ca to learn more.

Some topics covered

The driver education programs cover many topics. Students learn about vehicles, how to control them and how factors such as road surface can affect the vehicle's direction, movement and ability to stop.

Students learn how to consistently use good judgment while driving. They're taught to identify potentially hazardous situations and to avoid emergencies or collisions. They also learn the appropriate response to situations such as traction loss and vehicle malfunction.

The program places special emphasis on understanding the effects that alcohol and other drugs have on driving abilities. Students have the opportunity to exchange personal feelings about impaired driving with their peers, so they may develop sound decisions for future situations. They learn that other influences such as fatigue, anger and anti-social attitudes can be as impairing – in their own way – as alcohol and drugs.

Aims and objectives

The program provides knowledge and experience. It aims to pass on to new drivers the skills that experienced drivers have taken years to develop.

What to practice, and when

Like learning to use a computer or play a musical instrument, learning to drive requires repetitive practice. Just getting it right occasionally is not good enough! For the first few years, practice is essential to the new driver.

Driving skills learned initially affect all driving that follows. Consequently, the driver education programs have been structured to gradually transfer responsibility for driving decisions from the driver educator to the student.

In the early stages of driving lessons, the driver educator tries to reduce the amount of information the student must cope with all at once. Initially, they may not ask the student to do mirror checks, or make decisions, such as when it is safe to move. The driver educator does this for the student.

This means there will be a period of time when your new driver's learning will be incomplete. Because of this, you should ask the new driver (or the driver educator) what skills they have learned so far and need to practice. This prevents confusion and will help your new driver learn more quickly and safely.

As the program progresses and the skill level increases, help the new driver get as much practice as possible. Three to five times a week is ideal.

Some tips before you begin to practice

- Take time to discuss what you and your new driver will be trying to do. Decide what each of you expects from the other. Set rules about when, where and how long to practice and what to do when things get difficult.
- Take this handbook along.
- It's best to practice with only the two of you in the car. Friends and family members may be an unnecessary distraction. Also, turn the radio and cell phones off so the driver and supervising driver can concentrate fully on the road.
- At first, practice only during the day. Choose a vacant parking lot or a quiet area that offers a variety of traffic and road situations. Then, gradually increase the difficulty of the situation.
- Recognize that part of the learning process is making mistakes. New drivers do not do things perfectly in the beginning. As part of normal learning, your new driver will progress from saying things out loud, to thinking things through, to behaving as automatically as you do. At each stage, errors are likely.
- Gradually have the new driver drive in more adverse weather conditions as their driving skills improve. It is important to introduce them to all types of driving conditions as a learner.
- Before starting the engine, have your new driver:
 - become familiar with the vehicle (where things are, how to turn on windshield wipers, emergency flashers, etc.)
 - adjust the seat if necessary
 - make sure mirrors are adjusted
 - fasten the seatbelt
- Sit in a position where you can, if required: grab the steering wheel, gradually pull the emergency brake, shift the vehicle into neutral, or step on the brake. You are still required to wear your seatbelt.
- Let the new driver drive the way that they have been taught by the driver educator. If you change the system, the new driver will get confused.
- Learn to give instruction well in advance. A new driver needs more time than an experienced driver to prepare for speed or direction changes. Give your directions clearly, briefly and early.
- Be alert, but not tense. The new driver will feel your tension, so remain attentive, but relax.

- While the new driver may be confident, this confidence is fragile and can easily be shattered by harsh criticism. Temper your remarks and keep your voice calm.
- Give your new driver support. Praise works far better than criticism. Incentives and rewards work better than penalties and punishments. Complete every practice session on a positive note.
- If either of you becomes stressed or over excited, stop the practice session. Learning will not occur under high stress and it's dangerous to continue under these circumstances.
- If you see a bad traffic situation ahead (one your student can't handle), pull over and stop.
- Before turning off the ignition during an emergency, consider that this will lock the steering wheel on many vehicles and affect power steering and power brakes.
- If possible, until your new driver has learned the traffic rules and how to control the car, practise in a vehicle with an automatic transmission. It'll be easier to drive.
- Be prepared, then relax. Have fun!

A suggested lesson plan

Your new driver should practice controlling the car during the first lessons. The number of hours needed for practice will depend on the student. Some learn quickly, others need more time. Your first driving sessions should give your new driver practice in the basic skills of backing up, right turns, left turns, use of signal lights and stopping and starting smoothly.

Practice log for new drivers

SGL has a practice log for new drivers. This should help ensure that new drivers get the amount of practice they need in a variety of driving conditions. It is recommended that drivers spend a minimum of one hour per week behind the wheel. That amounts to 36 hours over a nine-month learning period.

The log is part of a brochure called *Practice makes perfect: A log book for new drivers*. It is available at the back of this manual, on our website, from driver educators, driver examiners or any SGL motor licence issuer. It allows the supervising driver to log the time driven each day, keep a running tally of the hours driven as well as note the time of day and the road conditions.

Reviewing the log will serve as a reminder that the student needs additional practice in certain areas such as driving at night, in the rain or during icy conditions.

Once new drivers obtain their Class 5 licence, they will be exposed to all types of different driving conditions and so it is critical that they receive supervised practice in a wide variety of traffic situations and weather conditions.

As a supervising driver, you play a vitally important role in preparing your new driver for the responsibility of safely operating a vehicle on today's roadways. This practice log will be a valuable tool to assist you with this important role.

Drivers should turn in their practice log to the driver examiner at the time of their road test. Submitting their completed log to SGI will automatically enter them into a draw for a \$250 gas card (annual draw is in January).

Learner driver signs

SGI provides learner driver signs at no charge to supervising drivers. These signs should be displayed on the back of the vehicle to alert other drivers on the road that a learner is practising. They are available from driver examination offices or any motor licence issuer.



Teaching help

Backing up

The best place to start is in an empty parking lot.

Remind the learner

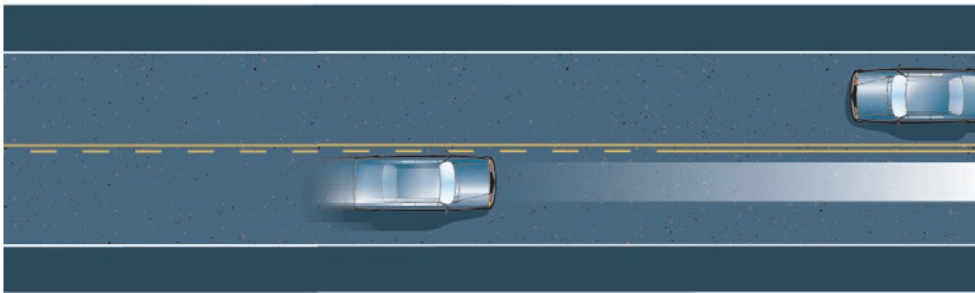
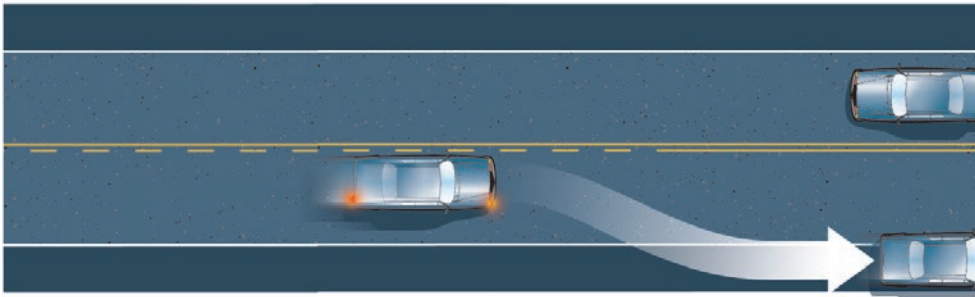
- Before you back up, check the outside of the vehicle for potential hazards. Look in all directions to make sure the way is clear. Watch all four corners of the car.
- Do not rely on the rear-view mirror. Always turn and look directly behind as you back up. Check for traffic and other obstacles such as parked cars, pedestrians and poles.
- Always be prepared to yield the right of way to pedestrians, cyclists and approaching traffic.
- Back up slowly and cover the brake when you're not using the accelerator.
- The two-point turn outlined on page 12 is a good backing manoeuvre when it is done in a rural area with light traffic.

Note: A two-point turn at an intersection with traffic lights is illegal. In fact, most city bylaws do not allow a driver to back around the corner of **any** intersection. A two-point turn is best practiced in a parking lot or in a rural area, away from traffic lights.

Two-point turns

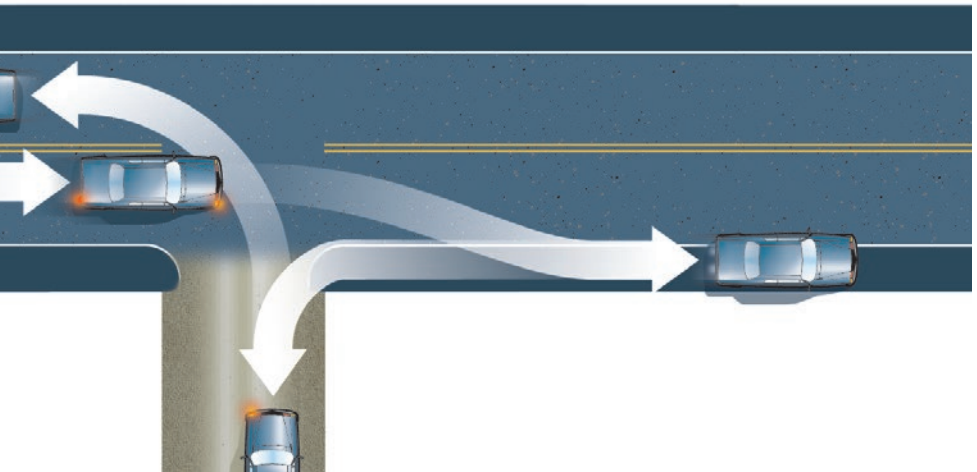
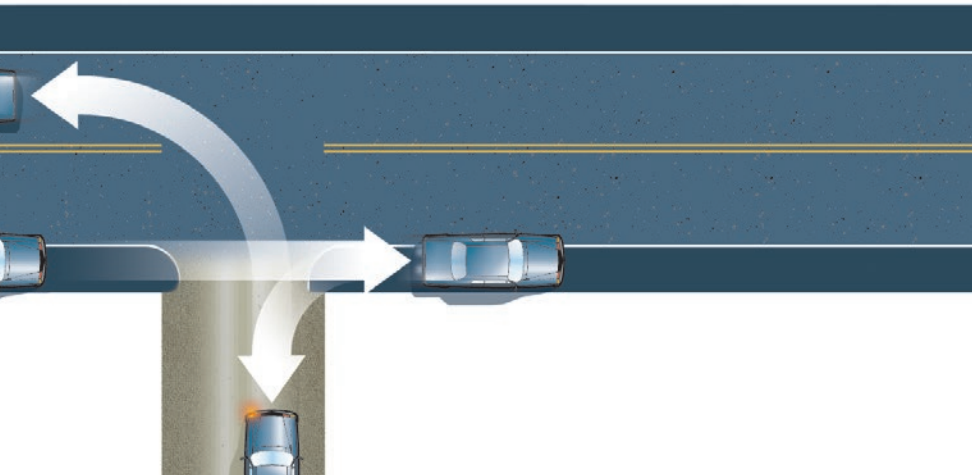
Before making a two-point turn, check that you have adequate sight distance so that you have time to finish the turn before any possible vehicle conflict occurs. For example, in a 60 km/h area, you need a sight time of at least 20 seconds each way. In a 100 km/h area, you need 40 seconds sight distance clear of vehicles each way.

1. Well before the place where you wish to turn around, signal right, shoulder check, position your vehicle in the right lane and slow down.
2. Cancel the signal, proceed past the intersection and stop your vehicle as far right as possible.



You may also move to the far right after the intersection and stop your vehicle as illustrated below. Choose whichever method can be done most safely given the traffic flow.

3. Signal right or turn on four-way flashers. Check for traffic.
4. Begin slowly backing up. When the rear bumper is even with the intersection, turn wheels sharply to the right. Be careful that the front of your car does not swing out into traffic. As you back into the approach, straighten the wheels and stop.
5. Signal for a left turn, check for traffic and proceed to make a left turn into the left driving lane.



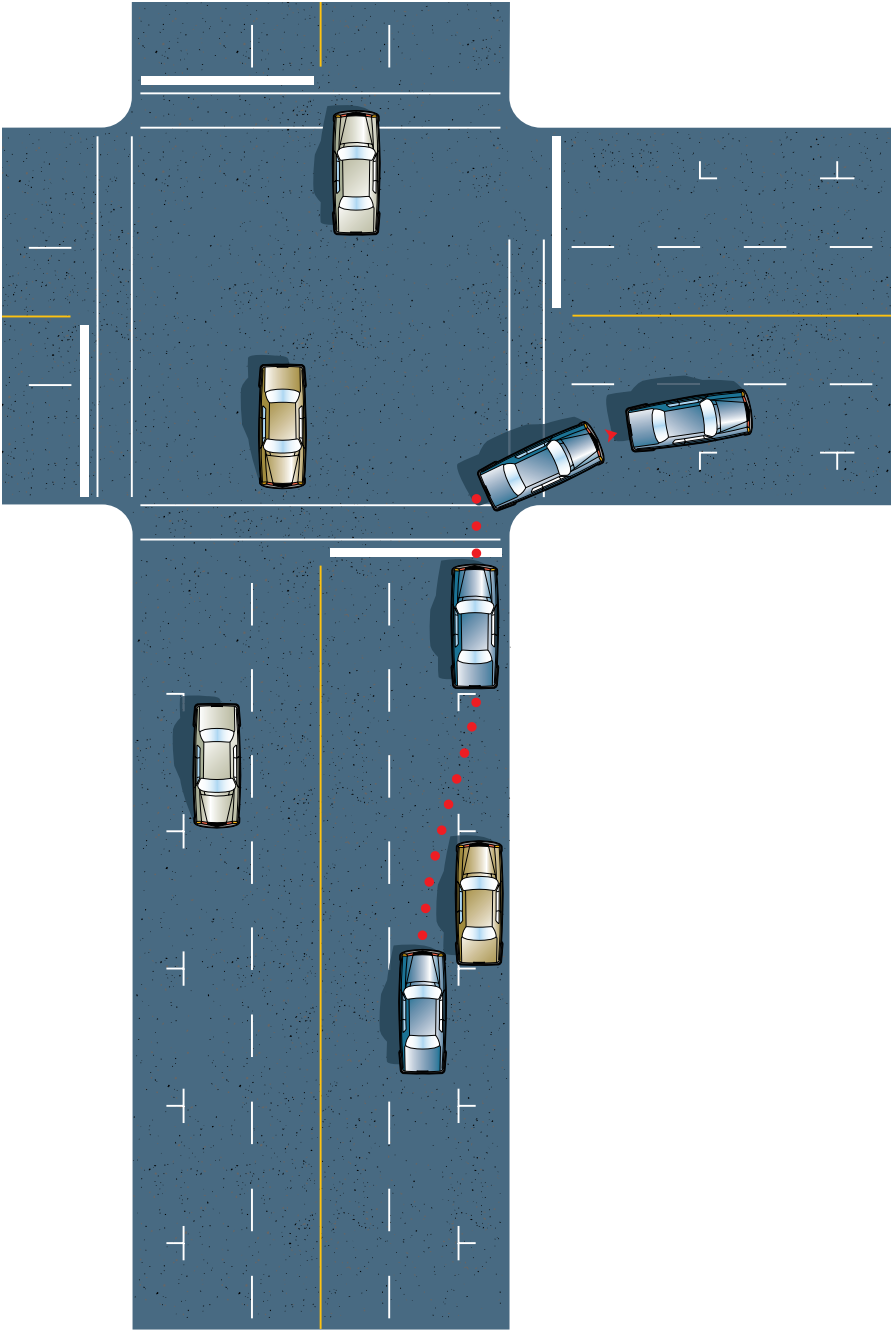
Right turns

Practice suggestions

- Start on a relatively quiet residential street.
- Avoid quick manoeuvres. Ensure that the car is in the correct lane well before a turn.
- Give instructions clearly, calmly and early. Once in traffic, state each instruction early so the learner can signal at least half a block before the turn is necessary. The learner needs time to consider the action and get into the correct lane.
- Avoid saying “right” when responding to questions (an example: “I turn left here, Mom?” “Right, dear.” See the problem? A less confusing answer would be “Correct,” “Okay” or “Yes,” although “Turn right” would be fine too if the driver needs to make a right turn).
- Practice signalling and knowing when to start and stop signalling.
- Practice lane placement and speed control in a variety of traffic situations.
- Plan trips to avoid left turns and one-way streets if possible.

Remind the learner

- Slow down as you approach the turn.
- Put on the right turn signal.
- Check the traffic ahead, to the sides and behind. At the intersection, look left, look ahead, look right, and look left again.
- If possible, place the front of your car about 60 cm (two feet) from the curb before beginning the turn.
- When safe, steer hand-over-hand to the right and enter the intersection – look where you wish to drive.
- End the turn in the extreme right driving lane, without entering the lane beside it.
- Unwind the steering wheel as the front end of the car enters the proper lane, straighten the car in the lane and press the gas pedal.
- Do not assume other cars will stop at a light or stop sign.
- Yield the right of way to pedestrians, cyclists and other traffic during a turn.



Left turns

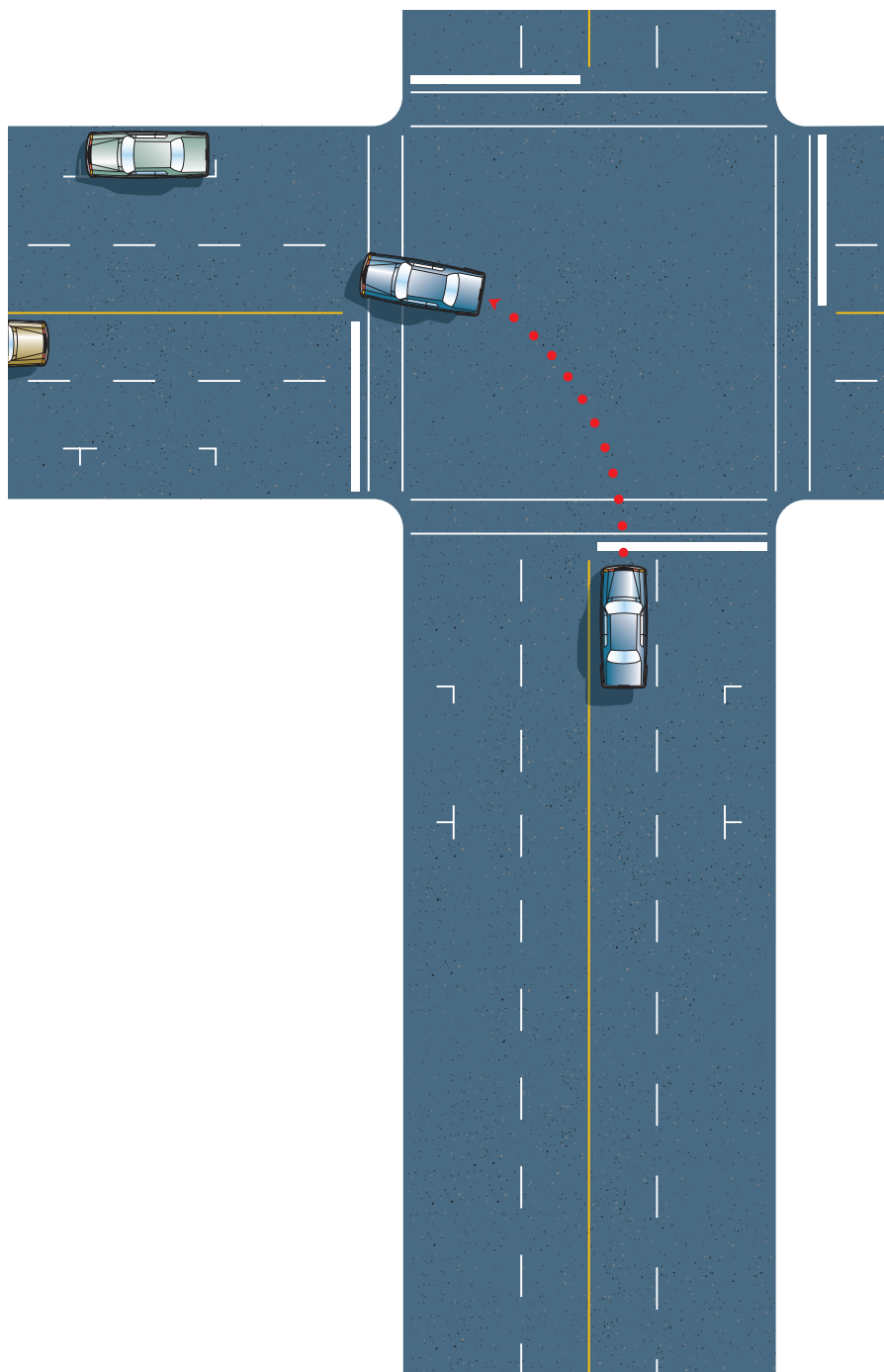
Practice suggestions

- Start on a quiet residential street.
- Remember left turns are more dangerous because they require crossing more traffic lanes.
- As with the right turn, give instructions clearly, calmly and early.
- Initially, avoid one-way streets.

Remind the learner

- Slow down when approaching the turn.
- Put on the left signal.
- As you approach the intersection, glance left, ahead, right and back to the left.
- When safe, steer hand-over-hand to the left as you enter the intersection.
- Look ahead to the lane you are entering, unwind the steering wheel and accelerate.
- End the turn in the extreme left lane, in your direction of travel (see diagram at right).
- Never turn the wheel until you are ready to make your left turn.
- Always make left turns from the left-most lane in your direction of travel.





Intersections

After your new driver has gained confidence in right turns and left turns, review the different types of intersections. Remember:

- Almost half of all traffic collisions occur at intersections.
- Check in all directions before entering an intersection.
- Slow down and be prepared to stop when approaching intersections, particularly if you cannot see in all directions.
- It is unsafe to change lanes in an intersection.
- Every driver is obliged to yield the right of way to avoid dangerous situations. Many drivers get involved in crashes because they insist on the right of way.
- Wherever possible, stop for the amber light. Watch out for other drivers who run amber or red lights or jump green lights.
- Watch out for motorcycles, especially when making a left turn or changing lanes.
- Watch for cyclists, e-scooters and pedestrians.
- Drivers need to use extra care around young children. Young children are unpredictable and may dash out from between parked vehicles or ride out on a bicycle from a driveway.

Controlled intersections

Practice suggestions

- Start with intersections that are simple and not busy. Build up to major intersections.
- Make sure the learner understands all signs, lights (including yellow lights and arrows) and signals at intersections.
- Make sure the learner signals well in advance of any change in direction.
- As intersection practice progresses, teach your student how to decide when it is safe to stop on a yellow light. As the student approaches a green light, have him or her tell you at regular intervals whether it would be safe to proceed if the light turned yellow. Make certain that the student consistently identifies the point at which a safe stop can be made.

Remind the learner

- When approaching an intersection with a traffic light, even if the light is green, be ready to brake and keep plenty of room between your car and the car ahead.
- Look left, ahead, right and left again for cars on the street before entering the intersection.
- Check for pedestrians and make sure they see you.
- Watch oncoming traffic for any cars making left turns.
- Right turns on red lights are not permitted at some intersections. Check for signs.

Uncontrolled intersections

Practice suggestions

- Check that the learner knows the right of way rules in the driver's handbook.
- Until your new driver is comfortable with uncontrolled intersections, avoid blind intersections. They can be confusing to a learner.

Remind the learner

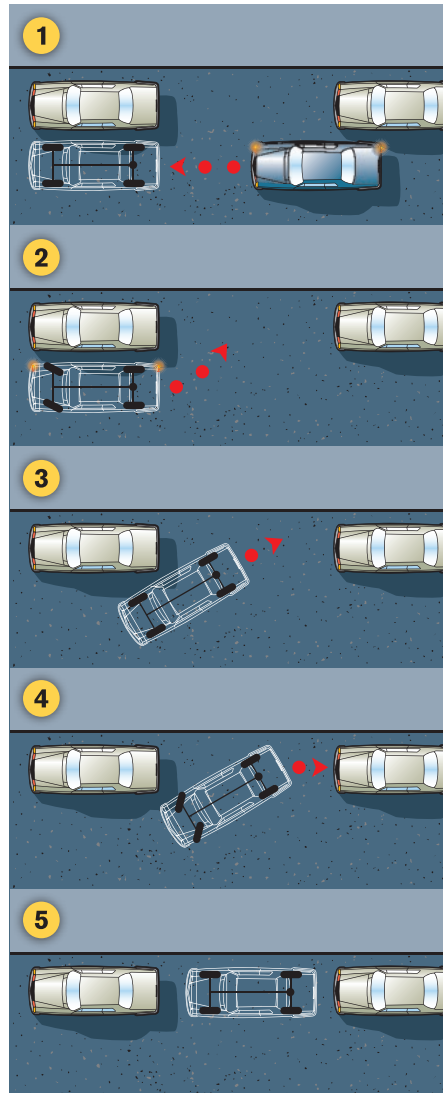
- First, identify the intersection as controlled or uncontrolled.
- Slow down when approaching an uncontrolled intersection.
- Look for approaching cars on side streets.
- Slow to a speed that will let you stop safely if you have to.
- Look left, right and left again for traffic on the cross street before entering the intersection.
- While entering the intersection, look left, right, and ahead for approaching traffic.
- If the road is clear, cross the intersection.
- If there is already someone in the intersection, yield the right of way.
- If another vehicle arrives at the same time, the vehicle on the left must yield the right of way to the vehicle on the right.

Parallel parking

Start in a large parking lot using two pylons or other such markers to restrict the learner's parking space, then move to the street.

Remind the learner

- Park where it is safe. Check the signs and curb markings to make sure it is legal to park in the spot. Do not block exits, walkways, roadways or fire hydrants.
- Check traffic and put on signal. Pull up about an arm's length away from, and parallel to, the car ahead of the space in which you wish to park (rear of cars must be even).
- Check traffic behind and shift to reverse. While looking behind your vehicle, back slowly, turning steering wheel sharply to the right. Look over right shoulder (through rear window) while backing.
- As your front door passes the back bumper of the car ahead, quickly straighten the wheels and continue to back straight.
- When clear of the car ahead, turn wheels sharply to the left and back slowly toward the car behind.
- Shift to drive. Turn wheels sharply to the right and pull toward centre of parking space. The wheels should not be more than 30 cm (one foot) from the curb. Check the bylaws in your community for specific parking requirements.
- Shut off engine and apply parking brake. Check the traffic before opening the door.

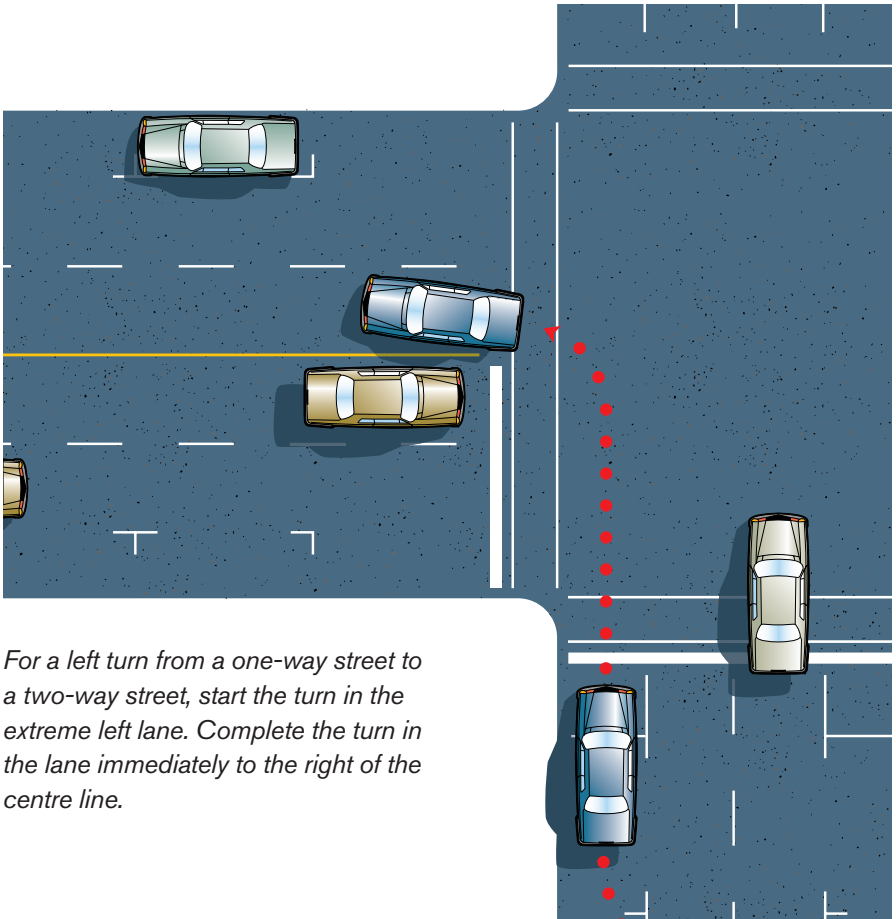


One-way streets

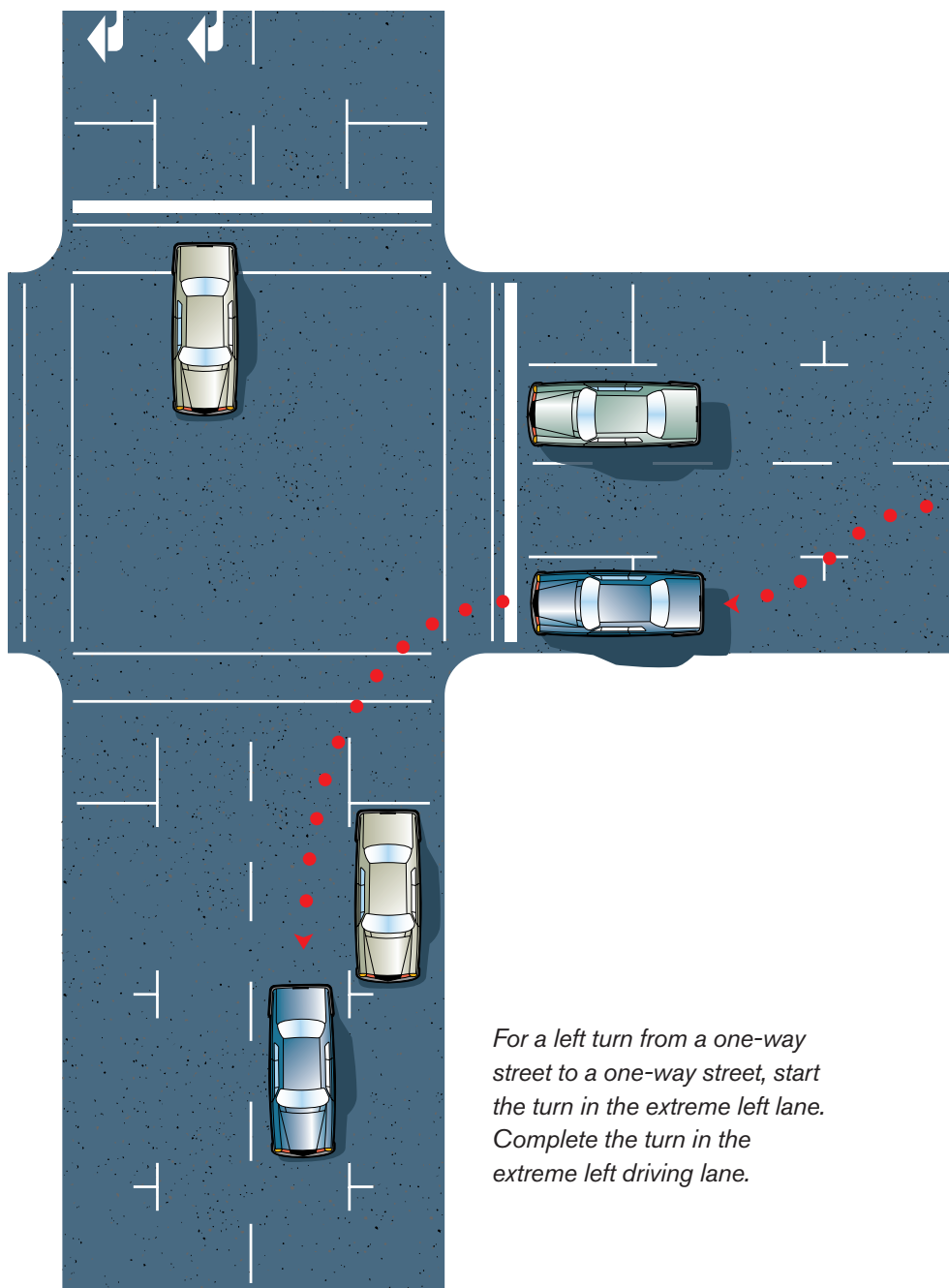
Introduce one-way streets into the practice sessions once the new driver has gained confidence with intersections and turns.

Remind the learner

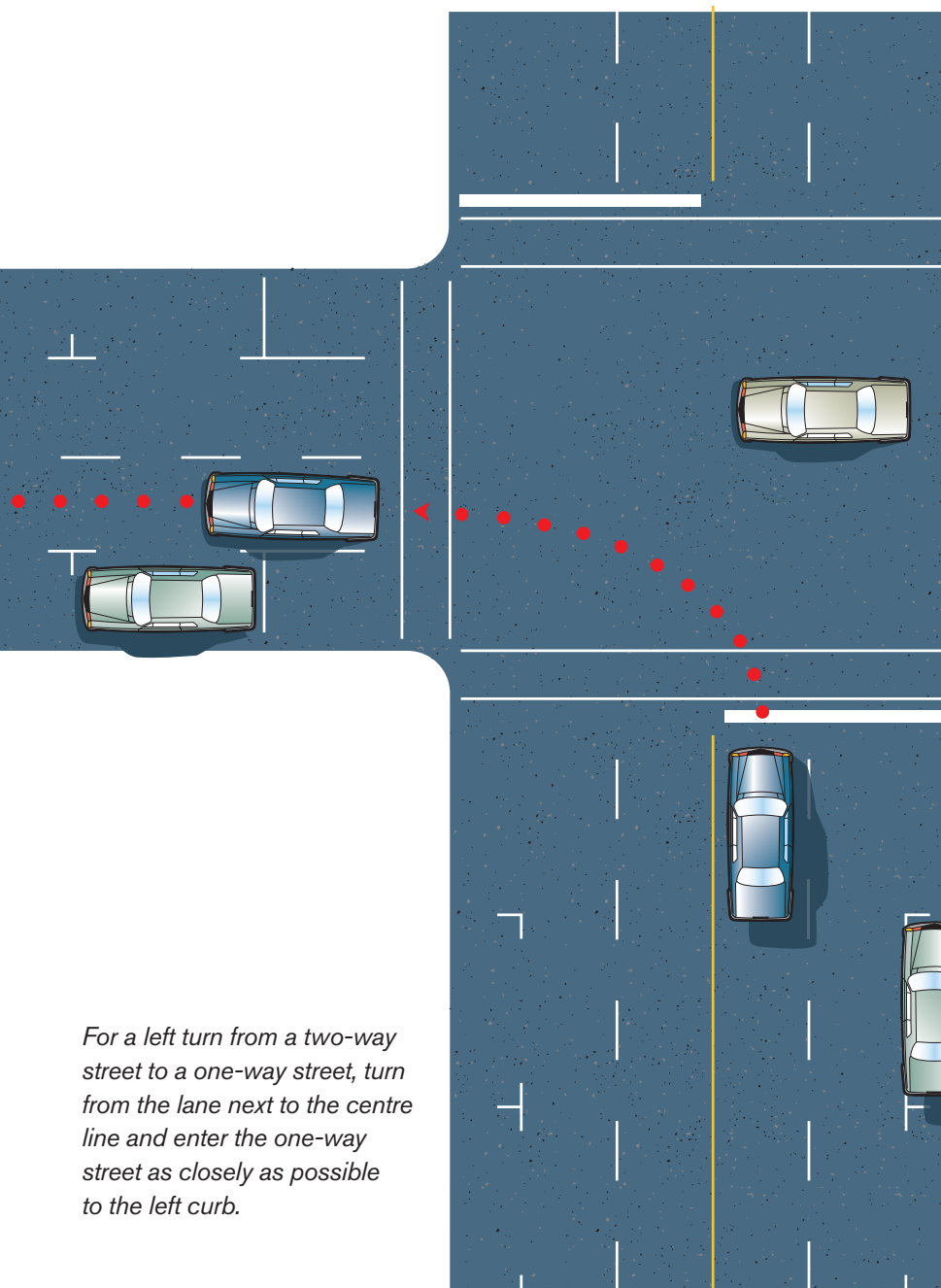
- Watch for road signs before getting to the intersection. One-way streets are always posted.
- Don't rely on the position of parked cars to determine the direction of the street.
- Always turn into the correct lane (see following diagrams).



For a left turn from a one-way street to a two-way street, start the turn in the extreme left lane. Complete the turn in the lane immediately to the right of the centre line.



For a left turn from a one-way street to a one-way street, start the turn in the extreme left lane. Complete the turn in the extreme left driving lane.

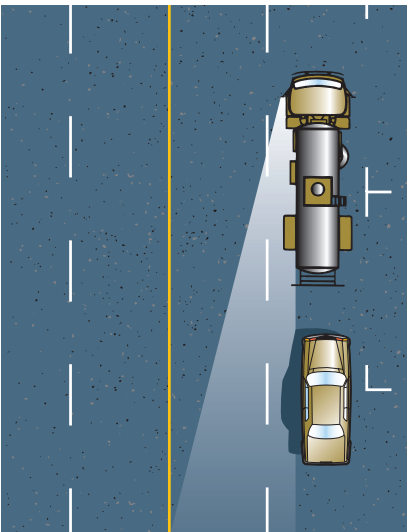
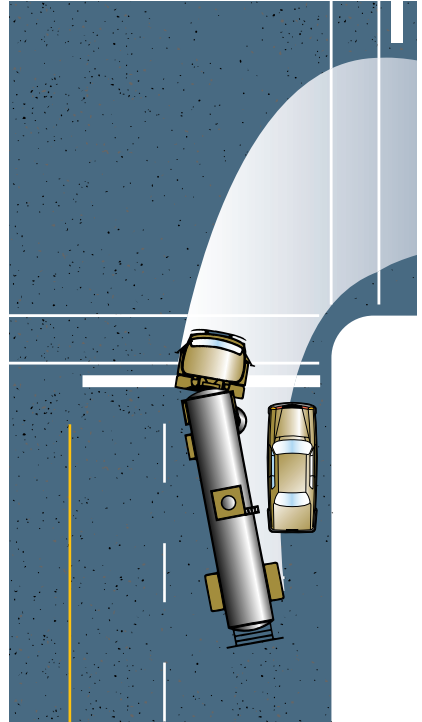


For a left turn from a two-way street to a one-way street, turn from the lane next to the centre line and enter the one-way street as closely as possible to the left curb.

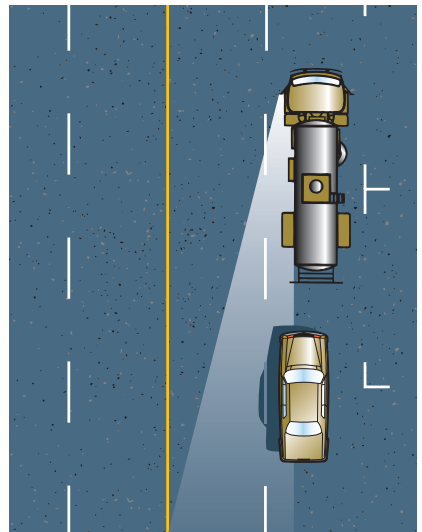
Commercial vehicles

Remind the learner

- Give large vehicles a lot of turning room. Sometimes they turn right from the left or centre lane. And remember, do not drive beside a large truck signalling to turn in that direction (see diagram at right).
- Remember it takes longer to stop a truck than a car.
- Truck drivers can only see to the sides and rear of the vehicle using mirrors. Position your vehicle so you are visible to the truck driver. If you can't see their mirrors, they can't see you (see diagrams below).
- Give a bus or truck the right of way. Do not take chances.



Incorrect



Correct

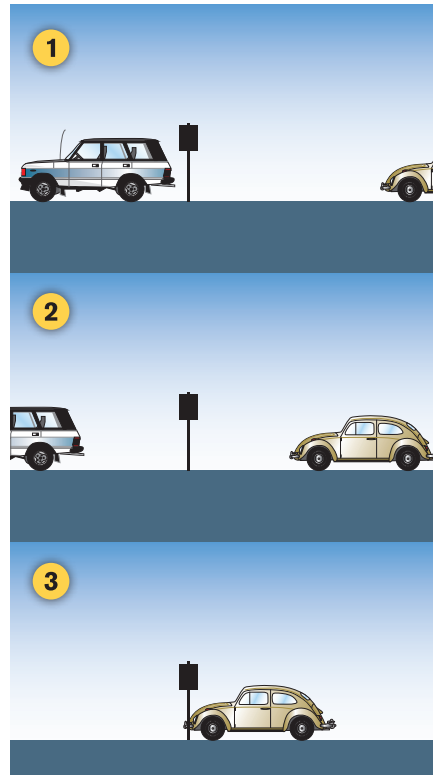
Distance

Practice suggestions

- Review the concept of using time to gauge distance.
- When driving, pick a stationary object near the road to practice counting seconds – thousand one, thousand two, thousand three, etc.

Remind the learner

- Always ensure that there is a “three second” following distance between you and the vehicle ahead.
- Leave enough room in front of you so you can stop safely if something unexpected happens.
- When stopping behind another car at a stop light, stay far enough away to see the rear tires of the car ahead.
- If someone is following too closely, and it makes you feel uncomfortable, change lanes or safely pull off the road to allow the tailgater to pass (make sure there are no obstacles on the shoulder, such as cyclists or stopped vehicles, when you do this). However, if you are travelling at the posted speed, and are not bothered by the tailgater, stay as you are. It's not your responsibility to adjust your speed in this situation – it's the tailgater's.



Speed control

Remind the learner

- Posted speed limits are the maximum speed to be travelled under ideal conditions.
- Slow down in poor weather (rain, snow or fog) or if you are tired.
- Watch for road signs indicating a change in speed limit (school zone, work zone or dangerous curves).
- Guard against driving too slowly. Even new drivers should keep up with the flow of traffic.

Gravel roads

- Drive slowly.
- To steer in gravel, grasp the wheel firmly and expect the vehicle to wander.
- Watch out for dust clouds in the distance ahead. They could mean oncoming traffic.
- When meeting oncoming large trucks or farm equipment, slow down and pull as far to the right as is safely possible. You may have to stop.

Night driving

Practice suggestions

- Explain when to have headlights on high beam and how to avoid the glare from street lights and the headlights of oncoming vehicles.
- Coach the learner in switching the headlights from low to high beam without looking at the controls (practice this procedure away from traffic).

Remind the learner

- Drive at a safe speed. In darkness, this may be below the posted speed limit.
- Use a night mirror to avoid glare from headlights behind you.
- Assume that any vehicle approaching with a single headlight is a car with only one light working. Give the vehicle enough room to manoeuvre.
- Never drive when you feel drowsy or after you have consumed alcohol, used drugs or taken medication. This may affect your judgment and alertness.
- Watch for pedestrians, animals and cyclists, they can be difficult to see at night.
- Dim your lights at least 200 metres away from a car that you are approaching and at least 100 metres away from a car that you are following.

Bad weather driving

Remind the learner

- Do not drive in bad weather unless it is necessary. Never drive in heavy fog and avoid driving in snowy or icy conditions until you are an experienced driver.
- To help anticipate hazardous situations, observe the cars ahead.
- Use headlights at all times. They help you see better and also help others see your car.
- In cold weather, keep your gas tank at least half full.
- Wet roads are especially dangerous if there has been rain after a long dry spell because oil and grease may have accumulated on the road surface.
- Make sure your tires have ample tread and the correct air pressure to handle slippery conditions.
- Slow down! Ice and snow dramatically reduce manoeuvrability and increase the distance needed to stop. The faster you travel, the less time you have to avoid a hazard. Also, increase your normal following distance by six times when travelling on icy surfaces.
- In slippery conditions, brake slowly and smoothly, well in advance of where you need to stop.
- Make sure family or friends know when you leave and when you expect to arrive at your destination.
- Always clear snow, ice and frost from all your vehicle's windows before attempting to drive. Don't be a peep-hole driver.

Sharing the road

Emergency vehicles

- All drivers must yield the right of way to emergency vehicles. Drivers must pull over to the right and not proceed through an intersection when an emergency vehicle with flashing lights approaches, with or without activated sirens.
- Even if the emergency vehicle is in the oncoming lane, give it extra room by pulling to the right side of the road.
- When an emergency vehicle, tow truck, or snow plow is stopped on the highway with its lights flashing, you must slow down to 60 km/h when passing it. This includes city police and RCMP vehicles, fire trucks and ambulances. The penalty for exceeding this speed limit is an escalating fine that begins at \$150 and quickly rises into the hundreds of dollars.

The Work Zone

Within the work zone (construction area) you are required to slow down and travel 60 km/h or less while passing workers, flag people or equipment occupied by a worker. If a white reduced speed sign is posted, then you are required to slow down to that posted speed throughout the construction zone, whether it is occupied by workers or not.

School buses

- All traffic in both directions (approaching from the front or the rear) must stop five metres away from a school bus with flashing red stop lamps and stop arm extended. You must not move your vehicle until the driver turns off the flashing red stop lamps and deactivates the stop arm. Then, check one more time for vehicles and pedestrians. You do not have to stop for a school bus if you are travelling in the opposite direction on a divided highway.
- School buses, and most other buses, are required to stop at all uncontrolled railway crossings.
- The greatest threat to children who ride in school buses is motorists who pass the bus when children are loading or unloading.
- When you see a stopped school bus, watch for children and proceed with caution even if its red flashing lamps and stop arm have not been activated.

Motorcycles

Be alert for motorcycles at all times during motorcycle season. Always check twice before making a lane change or turn – once for cars, once for motorcycles. Following too closely or failing to leave sufficient distance while following or passing a motorcycle is dangerous to the motorcyclist.

Bicycles

Bicycles are vehicles too and entitled to their share of the road. Cyclists must obey the same rules of the road as other vehicles. They often travel close to the right side of the road, so it's important to watch for them, especially at intersections and when pulling away from the curb. Give them space, double check for them, and respect bike lanes, which are their designated safe space.

Distracted driving

Distracted driving is the number one contributing factor in collisions, including fatal collisions, in Saskatchewan.

- Common distractions while driving include using a cellphone, eating, drinking, smoking, chatting with passengers, looking for something within the vehicle, adjusting music or climate controls, applying makeup, reading and looking at the scenery.
- You must devote your full attention to driving. Losing seconds to a distraction affects your reaction time and decision-making ability.
- New drivers are prohibited from holding, viewing, using or manipulating a hand-held or hands-free cellphone while driving.

Drinking, drugs and driving

Driving gives most people a feeling of freedom and independence. While new drivers are gaining this independence, they may encounter alcohol and drugs. When discussing drinking, drugs and driving with your new driver, focus on the immediate concern; keeping their use, and subsequent impairment, separate from driving.

The Criminal Code blood alcohol content limit for drinking and driving is .08. However, in Saskatchewan, new drivers and drivers age 21 and under can be suspended at roadside, and the vehicle impounded, if they are under the influence of drugs or have consumed any amount of alcohol. **The impaired driving legislation is applicable to impairment by alcohol, as well as impairment by any other drug.**

The legal age for purchasing alcohol in Saskatchewan is 19. While not condoning underage drinking, we must recognize the reality that many teenagers drink. Misuse of alcohol is a separate topic from drinking and driving. When discussing drinking and driving with your teenager, focus on the immediate concern, which is to keep any drinking separate from driving.

Remind the learner

Remind the learner about the impairing effects of alcohol and drugs, and how it impacts driving. Alcohol and drugs affect everyone differently. Contributing factors for impairment include age, gender, physical condition, amount of food consumed, medication and other factors.

The brain functions first affected by alcohol or drug consumption are not only important to our ability to drive safely, but are the same ones required to make rational decisions about not driving after drinking. For this reason, it's important to make the decision to separate drinking and drug use from driving and make the necessary alternate transportation plans before those activities begin.

Prescription, over-the-counter, and illegal drugs affect brain function. Some will directly affect driving skills. Brain and body activity may be slowed, directly impacting a driver's reaction time; vision may be blurred, or doubled, or there may be inaccurate depth perception. Some drugs cause hallucinations, paranoia, disorientation, anxiety or over-confidence which may result in aggressive behaviour.

Many people think that driver impairment is caused exclusively by ingestion of alcohol. But drugs, and taking both drugs and alcohol at the same time also cause impairment. If an alcohol-impaired person already has another drug in their system, the impairing effect on the functioning of the central nervous system (brain) is far greater than the impairing effect of the alcohol and the effect of the other drugs added together; it is not a simple adding together of impairment, but rather a multiplier!

Every family handles issues such as alcohol and drugs in its own way. Discuss with your teenager what to do in the following situations:

- You have forbidden your teenager to use alcohol, but they have gone to a party where liquor was served and are now feeling a little strange. It's getting late. Your teenager is afraid to drive home, but does not know whether to call you.
- Your teenager is to be driven home from a party by a friend who arrived sober, but who now appears to have been drinking.
- A date becomes intoxicated at a party and insists they are sober enough to drive.
- Your teenager is riding in a car with older teenagers. One of them lights a joint of marijuana and begins passing it around.

Consider drawing up an agreement that each of you will pick up the other if one of you has been drinking or if anyone expresses concern that you are impaired.

Suggest the SADD solution. Saskatchewan Students Against Drinking and Driving (SADD) is an organization run by high school students in the province. Through high school assemblies, rallies, classroom sessions and social activities, SADD attempts to make drinking and driving socially unacceptable among young

people and encourages them to help each other change their attitudes on the subject. More information on SADD is available by calling 306-757-5562. For more information on drinking, drugs and driving and its repercussions, please visit www.sgi.sk.ca.

The road test

Once your new driver has successfully completed driver education training, has gained sufficient skill in basic driver manoeuvres, is at least 16 years of age and has held a learner's licence for nine months, they can take a road test. In Saskatchewan, the learner must be successful on the road test in order to proceed to the Novice 1 stage of the Graduated Driver Licensing program. The driver examiner will test only basic driving skills – nothing tricky.

This will include:

- **Vehicle condition** – The new driver is responsible for the condition of the vehicle. The examiner will ask the new driver to check basic operating features of the vehicle.
- **Vehicle control** – The new driver must demonstrate the ability to control the car when starting, stopping, steering, shifting, signalling, backing, parking and turning.
- **Knowledge of regulations** – The new driver must demonstrate the ability to interpret and react to stop signs, railway crossings, traffic lights, right of way, speed, road or lane use, intersections and other rules of the road.
- **Observation** – The new driver must demonstrate the ability to observe all relevant conditions around the vehicle by using mirrors correctly. They must check behind and in the blind spots, and must look well ahead to anticipate changing traffic situations and conditions.

When you bring your new driver for the road test, avoid disappointment by:

- Being on time for the appointment.
- Having a learner's licence and a certificate confirming completion of driver education (only if a training record hasn't been added to your SGI customer file by your driver educator).
- Ensuring that the vehicle is safe and has a clean passenger compartment.
- Ensuring that the vehicle is operational and equipped in accordance with the laws. For example, it has seatbelts, the horn and signals work, etc.

After the road test, the learner will have an opportunity to discuss any errors made during the test. The driver examiner will make suggestions for improvement.

If your learner fails the road test, ask the examiner to explain why, so that you can help the learner work on these skills through additional practice. Your new driver will have to wait a minimum of two weeks before taking another road test.

Following a successful road test, the learner can visit any motor licence issuer to receive a Class 5 Novice 1 driver's licence.

They may be given a Driver Examination Certificate to take to any motor licence issuer to upgrade their driver's licence. If they are not issued a certificate the test results were instead transmitted via computer and will be available at any motor licence issuer.

More details on the road test are available online at www.sgi.sk.ca/askanexaminer.

Practical preparation for their road test

The learner should know what to expect and practice with you acting as the examiner when they feel confident. The following example is not intended to describe every detail or task included in a road test but rather to help the new driver understand the road test process and some expectations. The example test is for the learner's reference, tests vary slightly by location and conditions and generally take about 20 minutes to complete. The learner may be asked to complete the required tasks numerous times and in a different order than described.

Sample road test procedure

- When you arrive to your road test, please park and turn off your vehicle. Stay in your vehicle, text "Here" if you signed up for text notifications, make sure your cellphone and ringer/vibrate are on and have your photo ID ready. Your examiner will call you at your appointment time to ask some questions and then will come out to meet you.
- Show up 10 minutes early and bring your identification and driver education certificate if your training record was not added to your SGI customer file by your driver educator.
- To keep everyone safe, your supervising driver should wait in our waiting room, rather than in our high-traffic parking lot, while you take your road test.

- An examiner will introduce themselves, have you sign a form and walk you out to your vehicle.
- The examiner will check basic operating features of the vehicle with you, including brake and signal lamps.
- The examiner will occupy the passenger seat, ask if you have any questions then direct you to start the vehicle and proceed when safe to do so. (Before starting have you fastened your seatbelt? Did you shoulder check before backing out of the parking stall?)
- The examiner will advise you that it is your responsibility throughout the road test to make sure it is safe to complete any driving task before completing that task.
- The examiner will be making observations and notes throughout the road test. Your responsibility is to demonstrate safe driving throughout the road test and complete the tasks requested by the examiner in a safe and appropriate manner.
- The examiner may ask you to make a lane change. (Did you signal, mirror and shoulder check first? Was it safe and clear to change lanes? Did you mistakenly change lanes within an intersection?)
- While you are driving the examiner may make small conversation to help you feel more relaxed. If you find this distracting please tell your examiner.
- The examiner will ask you to make a right turn at an upcoming intersection. (Are you in the correct lane to make the turn? Did you signal, mirror and shoulder check when changing lanes? Did you shoulder check for a driver in the last parked vehicle before the intersection to ensure they were not about to drive forward before you moved into the curb lane? Did you signal before making your right turn? If there was a red traffic light or a stop sign present did you come to a full stop before the crosswalk, yield to pedestrians and oncoming traffic before completing your turn? Did you turn into the correct lane? Did you cancel your signal after completing the turn?)
- The examiner will ask you to make a left turn at an upcoming intersection. (Are you in the correct lane to make the turn? Did you signal, mirror and shoulder check when changing lanes? If turning from a one-way street did you shoulder check for a driver in the last parked vehicle before the intersection to ensure they were not about to drive forward before you moved into the curb lane? Did you signal before making your left turn? If there was a red traffic light or a stop sign present did you come to a full stop before the crosswalk and yield to pedestrians and oncoming traffic before completing your turn? Did you turn into the correct lane? Did you cancel your signal after completing the turn?)

- During the road test the examiner will ask you to complete a parallel park behind a particular vehicle. (Did you line up with the parked vehicle properly? Did you signal? Did you shoulder check for oncoming vehicles to ensure it was safe and clear of other traffic before starting to park? Did you look back while completing your parallel park?) Did you complete the parallel park and place the vehicle in park or apply the parking brake? Did you signal and shoulder check for oncoming vehicles before leaving the parking stall and continuing your drive?
- The examiner will ask you to complete a left or right turn at the next intersection. (Did you notice the sign that may have indicated you are turning onto a one-way street? Did you notice the bus or bike lane sign? Did you enter the intersection on a yellow light when you had time to stop?)
- The examiner will ask you to drive along a particular street before turning again. (Did you notice the speed limit on this street? School zone or playground present? Are you driving excessively slow? Are you driving in one lane only?)
- Remember all the other things you need to be aware of. (When the light turned green did you wait for the intersection to clear and then proceed? Did you hesitate at an intersection when you had the right of way and no other vehicles were present? Did you yield the right away when appropriate? Remember it is your responsibility to complete the task only when safe to do so! Did you keep two hands on the steering wheel? Did you yield to pedestrians when required? Did you enter an intersection on a red or yellow light?)

It is common to make some mistakes during a road test. After making a mistake, stay calm and focus on your driving. Concentrating on a mistake may lead to additional mistakes, which may affect the outcome of your test. Concentrate on the rest of your road test and complete the road test as safely as possible.

When you arrive back at the test office the examiner will explain whether you were successful and what aspects of your driving require additional practice. The driver's road test score is recorded in our computer systems or on a copy of the Driver Examination Certificate provided to you by the examiner. A driver must score less than 10 demerits in order to pass. If you are not successful, do not be discouraged. With additional practice you will be successful. The examiner will advise when you will be eligible for another road test. You can book an appointment by calling 1-844-TLK-2SGI (1-844-855-2744) or through a motor licence issuing office or MySGI. You must schedule your appointment at your nearest examination office. Road test appointments in smaller centres are reserved for local residents only.

If you were successful, congratulations and remember you must visit a motor licence issuing office for validation of your Class 5 driver's licence before you can drive without a supervising driver. Be sure to read and understand any restrictions that may apply to your driving, including Graduated Driver Licensing program restrictions and the prohibited use of hand-held and hands-free cellphones by new drivers.

The Graduated Driver Licensing program

New drivers, regardless of age, experience difficulties in their first few years of driving. They are more likely to be involved in traffic collisions and convictions than more experienced drivers.

The Graduated Driver Licensing (GDL) program helps new drivers get through their first few years of driving safely.

The program is a staged introduction of new drivers into the driving environment. Drivers gradually move into higher-risk driving situations after gaining experience in lower-risk situations.

There are three stages to Saskatchewan's GDL program – Learner, Novice 1 and Novice 2. The Learner stage is nine months, Novice 1 is six months and Novice 2 is a minimum of 12 months.

After passing the Class 5 road test, novice drivers spend a minimum of 18 months in the novice stages. It is mandatory that the last 12 months are at-fault collision and traffic conviction free for the driver to exit the program and graduate to an experienced Class 5 driver's licence.

If a driver in Novice 2 has an at-fault collision, traffic conviction or licence suspension, the individual restarts their 12 months incident-free period over again.

New drivers can still drive on all roads, at all times of the day. However, new drivers do face certain passenger, alcohol and cellphone restrictions in each stage. They are also not permitted to act as supervising drivers. For more information on the stages and restrictions under GDL, check out the SGI brochure, *Graduated Driver Licensing Program*, or visit www.sgi.sk.ca.

The co-pilot's continuing role

Now that your new driver has earned their driver's licence, remember, it takes several years for a new driver to develop the good driving habits that will last for a lifetime. The highest crash rates are in the first few years of driving, from ages 16 to 20. Your role as co-pilot, therefore, should continue for some time.

Research has shown that young drivers drive faster than, and closer to, other vehicles and fail to yield more often. There is evidence that passengers are a source of peer pressure and distraction for new drivers. That is why drivers in the Novice 1 stage may carry only one passenger who is not an immediate family member. Other passengers must be immediate family and are limited to the number of seatbelts available in the vehicle.

Research also suggests that nighttime driving is a problem for young drivers. In fact, 16 and 17 year old drivers are four times more likely than other drivers to be involved in a fatal collision at night.

It's a good idea to consider restricting your young driver's driving privileges to before midnight for the first six months.

Take positive steps toward prevention of bad driving habits. Praise newly acquired, safe driving skills and remind the new driver of ways to improve weaker areas. Most of all, continue to practise driving together.

Notes

[illegible]

Notes

[illegible]

Name

Customer number/PIC

Date	Length of session	Cumulative amount of time	Time of day	Weather conditions	Driving skills practised	Supervisor initial
Total time in hours =			A minimum of 36 hours of practice is recommended.			

Additional practice logs can be downloaded from our website at www.sqi.sk.ca.

Signature of driver

Date

CREDITS

The original concept and format of this guide, as well as the section “A suggested lesson plan” are based on *Co-pilot*, a B.C. publication jointly produced by the McCreary Centre Society and the Ministry of Solicitor General, Motor Vehicles Branch.

FOR MORE INFORMATION

Contact your local driver educator or your nearest driver examination office by phoning toll free: 1-844-TLK-2SGI (1-844-855-2744) or visit www.sgi.sk.ca.

