

NASP Summary of Changes to the Standards Check, Part Two and Part Three Assessment in response to COVID-19

Why are these changes needed?

The industry already recognises that working in vehicles, in close proximity to pupils and candidates, carries a higher risk than in many professions. Because of this, standard operating procedures have been adapted across driver and rider testing and training to limit the risk of infection from COVID-19. As ADI and PDI assessments require three people to be in vehicle, extra precautions must be taken to limit exposure

Why is it important to continue ADI/PDI assessments at this time?

We mustn't lose sight of the fact road risk is a public health issue too. Ensuring those delivering driver training are up to standard is an important factor in managing that risk. It is important we continue ADI assessments to ensure the quality standard of learning is maintained and these assessments are a regulatory requirement. Evidence shows a direct link between high performing trainers and pupil pass rates.

To mitigate road risk, it is important we do not neglect instructor assessment and enforcement at this time

Why not reintroduce role play?

A natural suggestion, in the context of de-risking the process further and limiting exposure, would be to dispense with a 'live' pupil (third person in the vehicle) and temporarily re-introduce role play. DVSA considered this suggestion but on balance believed that the need to ensure candidates were observed in as real life training setting as possible was more important in terms of ensuring the trainer/trainee had the required skills and competency to carry out their role to the required standard. Another reason is that role play doesn't fit with the national standards for driver and rider training and the important focus on a client-centred perspective, the need to design and adapt training programmes to meet the needs of individual pupils, managing risk, etc. Introducing role play would also confuse PDIs as their training has not been centered on this method. The current marking sheet has no provision for role play and neither are Examiners currently trained to deliver these assessments utilising role play

What has not changed?

- There's no change to what the Examiner expects to see and assess
- Candidates should cover all competencies, even though the time has been reduced: you will still be assessed on all elements
- Candidates should have spent time, when they collect their pupils, setting out the goals for the lesson and discussing risk management. This should be done before the test and a brief recap of the lesson goal(s) should be done in a couple of minutes in the car.
- It is still expected that these key competencies are recapped for the purpose of the assessment

The main changes are:

- Meet and greet will be conducted outside, not in waiting rooms
- The initial brief and debrief will be conducted inside the car
- The assessment will be 45 minutes overall, with a focus on keeping as much of the assessment 'wheels moving' as possible
- The introduction of phone calls to confirm the arrangements for the assessment
- Examiners, candidates and pupils will be required to wear a face covering and follow good hand, respiratory and vehicle hygiene practices to mitigate the risks to all concerned
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Wheels moving:

- This does not mean that candidates cannot stop during the lesson or pull over briefly to change the lesson plan if something goes wrong or a risk is occurring. DVSA expect and encourage this, to ensure key points are picked up and discussed
- The Examiner is not expecting a 10 to 15 minute long static brief during the minimum 40 minutes 'wheels moving' assessment, a few minutes maximum will suffice
- If the candidate persists with a static brief, and the Examiner cannot make a satisfactory assessment, they will try and manage this situation with a discreet prompt
- All of this is designed to keep the vehicle in motion and well ventilated so the risk of infection is reduced

The Customer Contact Call:

- When they call you, you will confirm that your pupil is either partly trained, trained or a full licence holder, and not a beginner
- A location will be discussed, with the default being the DTC

- In this call the Examiner will remind the instructor to ensure the car is clean and is aware of Covid secure arrangements.

Please note:

- As the focus of these changes are designed to reduce the period of exposure and time spent in an enclosed vehicle, every effort must be made to keep the main body of the assessment 'wheels moving' (and vehicle well ventilated)
- Therefore a beginner or static or basic manoeuvres lesson is NOT acceptable
- The Examiner will not conduct the test and your fee will be lost if you present with a beginner.
- **Instructors must bring a pupil that can wear a face covering, exemptions will not apply**

Recap what hasn't changed?

- There's no change to what the Examiner expects to see and assess
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Recap Preparation:

- It is still expected that these key competencies are recapped for the purpose of the assessment
- Seek development from an ORDIT trainer
- Request your Crystal report and review your performance via your fault analysis
- Examiner will call to explain Covid precautions
- Research SOP on GOV.UK
- Read advice on NASP website
- Sanitise inside car front and rear

Recap Meeting the Examiner:

- Wait by the car
- Licence or ADI certificate ready to view
- Have training records and trainer details available
- Explain pupils training so far
- Outline likely plan for the lesson
- Discussion outside the car

Recap the Lesson

- No Beginner or static lessons
- Face coverings to be worn
- Car to be ventilated throughout
- Brief beginning / end of lesson discussions in car
- 45 minutes with 40 minutes wheels moving

Recap after the lesson

- Examiner will complete report in the office
- Feedback to instructor outside car if practical
- ORDIT Trainer involvement (in person or via phone)
- Strengths / weaknesses highlighted in test report
- Seek ORDIT trainer for development needs
- Continued professional development

The value of training and development:

Regardless of how long you have been training, CPD is important. There is a direct link between trainers who regularly refresh and develop their skills and knowledge, and those who are Grade A instructors with high pass rates.

You can request your fault analysis report which charts the pattern of faults against your personal reference number and is useful in highlighting where development may be needed in your training approach.

You can request this, free of charge via: omi@dvsa.gov.uk

DVSA and NASP strongly recommend you seek the support and guidance of an ORDIT Trainer to help develop your training overall (and in the everyday), and particularly in advance of your next assessment. Benefit from an ORDIT trainer's knowledge and experience, gain objective feedback, pinpoint strengths and weaknesses, and learn how to develop your training overall.

NASP membership associations, ADINJC, DIA and MSA also offer training and guidance in this area.

Sources of useful information - visit www.n-a-s-p.co.uk for copies of:

- **27.07.2020** [DVSA Standard Operating Procedure Coronavirus \(COVID-19\): Conducting ADI Part 3 tests and standards checks](#)
- **27.07.2020** [DVSA Standard Operating Procedure Coronavirus \(COVID-19\): Conducting ADI Part 2 tests](#)