

RISK ASSESSMENT CHECKLIST

For Driving Lessons

Start of Lesson

Risk Assessment Checklist:



Instructor Preparation

- Lesson objective agreed and appropriate for pupil's stage.
- Route planned with safe stopping areas and fallback options.
- Vehicle insured, taxed, and MOT compliant.
- L plates/roof sign secure and visible.
- Teaching aids and dashcam (if used) in position and functioning.

Pupil Readiness & Head Check

- Confirmed pupil fit to drive: no alcohol, drugs, fatigue, or illness.
- No medication likely to impair driving ability.
- Suitable clothing and footwear (no high heels, loose sandals, etc.).
- Calm and focused emotional state.
- Eyesight check: can read a number plate at 20 metres.
- Any stress, incidents, or medication disclosed before lesson.

Vehicle Safety (Exterior & Interior)

- Tyres (condition, pressure, tread depth $\geq 1.6\text{mm}$).
- Lights, indicators, and brake lights working correctly.
- Number plates clean and legible; vehicle free from damage/leaks.
- Fuel or charge sufficient for the lesson.
- No warning lights displayed on dashboard.
- Dual controls accessible and functioning correctly.
- Instructor mirror(s) in correct position.

Cockpit Drill (DSSSM)

- Doors — check all doors securely closed.
 - Seat — adjusted for comfort and control of pedals.
 - (Head restraint) — correct height and distance to reduce injury risk.
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- **Steering** — positioned for comfortable reach and movement.
- **Seatbelt** — secure and untwisted; all belts fastened.
- **Mirrors** — interior and exterior mirrors adjusted correctly.

Environment & Route Risk

- **Weather and visibility** checked; demisters/heaters working.
- **Time of day, traffic, and local hazards** reviewed.
- **Route adapted for ability** (avoid schools, roadworks, etc.).
- **Safe stopping/debrief areas** identified.
- **Sat nav or diagrams** prepared safely before moving off.

Pupil Briefing & Risk Sharing

- **Recap of previous lesson or known areas for improvement.**
- **Level of support agreed** (Guided / Prompted / Independent).
- **Instructor intervention policy explained** (verbal cue and takeover).

Final Safety Confirmation

- **Pupil ready and fit to drive**
- **Vehicle safe and operational**
- **Route appropriate**
- **Risk level acceptable**
- **Decision:**
 - a. **Proceed**
 - b. **Adapt**
 - c. **Cancel/Reschedule**

Note: This checklist supports, but does not replace, ongoing risk assessment throughout the drive. Adapt in line with ADI Part 3 competencies.
