911 Driving School Lynnwood Teen Policies

1. ***Attendance***: Classroom and behind-the-wheel (BTW) instruction, including any make-up classes, will be completed in not less than 30 days and not more than 120 days. WAC 308-108-150 states that lessons must be conducted in contiguous weeks. This means some sort of lesson is recommended each week, whether it be classroom or behind the wheel, until the student has completed the course. There are exceptions for extenuating circumstances, such as holidays, snow days, illness, etc. An absence from a regularly scheduled class is not considered an infraction of the contiguous requirement.
   Enrollment will not be allowed after the third class has started.
   Students cannot attend class until the date of their 15th birthday and after. All missed classes must be made up.
   Students may not be more than 10 minutes late to class per WA State law. Students arriving more than 10 minutes late will be required to take the entire class over, and it will count as an absence.
   No more than 3 absences will be allowed. All absences and failed final exams (score less than 80%) must be made up. Make ups can be done in a live class or via video at the school and must be scheduled. No more than one missed class may be made up per day. One make-up class may be done in addition to a regularly scheduled class on the same day.
   Students can be dismissed without refund from the course for excessive tardiness or unexcused absences.
   Teens **must** sign their roster sheet for every class, including make-up classes. Rosters are kept in a book in the classroom. Each class has its own book. If the regular attendance sheet isn't available, for example if a make-up class is done at a different location, a blank sheet must be filled out and signed. *Failure to sign the roster will result in having to take the class again*.
   If you have concerns about the schedule please let us help you work out a plan in advance.
   ***Completion of this traffic safety course does not guarantee student(s) will pass the Dept. of Licensing exam**.
2. ***Behavior***: Students are fully accountable for their conduct. No food or gum is allowed in the vehicles. Students can be dismissed from the course without refund for: misbehavior, cheating (whether sharing or receiving answers), being under the influence of drugs, including alcohol, during any of the instructional phases, misuse of Traffic Safety Education equipment, repeated and willful violation of traffic laws, and failure to complete assigned work.
3. ***Behind-the-wheel practice***: It is 911 Driving School practice to have one or two students in the instructional vehicle at all times. By signing this form, you give 911 Driving School permission to conduct BTW training in a one-on-one setting.
4. ***Cameras***: Most instructional vehicles are equipped with video cameras for safety and training purposes only. Images from the cameras will never be used for public display of any type. Videos will only be retained for up to 30 days unless the instructor fills out an accident/incident report. By signing this form, you give 911 Driving School permission to videotape all drives.
5. ***Cell phones***: Cell phone use is prohibited during class and in the instruction vehicles.
6. ***Competence***: No one can learn to drive in 5 hours. Behind-the-wheel practice with a licensed adult, in addition to driving school drives, is critical for success. We recommend a minimum of 3 hours of practice time between scheduled drives. All students must be able to demonstrate basic driving skills before we can issue a course completion. If an instructor believes that a student is not ready for the next drive, then we will contact the parent/guardian to discuss what we can do to help the student succeed. Future scheduled drives may be canceled until a resolution can be reached. Extra drives, whether desired or required, are $60 per hour.

7. ***Course completion***: Within 14 days of the successful completion of all tests and activities required for our program, a course completion will be issued electronically to DOL. All tuition and fees must be paid in full, or the course completion will be entered as incomplete. The course completion must be entered before a knowledge or road test can be scheduled.
8. ***Driver-Zed***: We frequently participate in DOL's "Driver-Zed" program. This includes 4 hours of classroom simulation training in lieu of a 6th drive behind the wheel, and is included in the regular classroom schedule. This allows us to cover dangerous driving conditions, as well as events that aren't common, but could occur. There are 5 total drives in the instruction vehicles unless additional, optional drives are purchased.
9. ***DSS***: DSS is the name of our online scheduling and database program. Once your enrollment is activated you will have access to the student portal. A user name and password will be emailed. A full classroom schedule and all open drives will be visible in this portal. You can schedule, reschedule and cancel all drives here.
10. ***Fees and fine print***: A $35 fee will be charged if a student does not show up for a scheduled drive without at least 24 hours' notice. A $35 fee will be charged if a student shows up in flip flops or without a valid learner's permit for a drive. A $25 fee will be charged for any bounced checks.
11. ***Graphic content***: Our course curriculum includes some video content that is graphic. It's not intended to scare the students, but rather to instill respect for the dangers involved with driving. Please let us know if you prefer to opt out.
12. ***Intermediate drivers' license regulations***: For the first 6 months, new drivers cannot drive with passengers who are under the age of 20. For the next 6 months, they may not carry more than 3 passengers who are under the age of 20. Exceptions are immediate family members. For the first 12 months, new drivers cannot drive between 1am and 5am unless accompanied by a licensed driver age 25 or older. Cell phone use, including talking and sending or receiving text messages, even with hands-free devices, is prohibited. These restrictions won't apply after the teen turns 18 years old.
    Penalties for violations and accidents: For the 1st violation a warning letter will be sent to the student and parent/guardian; for the 2nd violation the license will be suspended for 6 months or until age 18; for the 3rd violation the license will be suspended until age 18.
    For a full review of all IDL rules and regulations please visit the DOL website at dol.wa.gov.
13. ***Observation***: A minimum of one observation while another teen drives is required to complete this course. Additional, optional observations may be scheduled at no charge.
14. ***Organ donor***: Washington State requires our course to include optional information about the Organ Donor Program.
15. ***Parent night***: We strongly encourage parents to be actively involved. Parents are invited to the first hour of any class 1 to learn about what to expect, and how our program works.
16. ***Photos***: We take class photos for classroom decoration and 911 website, Google places, Facebook, etc. promotion. Photos will not be used for any other reason or given to any other person or company. Please let us know if you do not wish to have your teen included in these photos.

17. ***Refunds/Failure to complete the course***: Plans and schedules change, so we offer a full refund through class 2. No refunds will be given after the second class. 911 Driving School reserves the right to make changes to dates and times of courses due to unforeseen, rare circumstances. Notification of any changes will be communicated as soon as possible in order to cause the least amount of inconvenience to customers. Those students who fail to complete the course for any reason may re-enroll for a cost of $300. No refunds will be given for failures or failure to comply with course policies.
18. ***Scheduling drives***: Drives can be scheduled online after the completion of the first class and receipt of a learner's permit. A minimum of 3 drives **must** be completed prior to the last day of scheduled class, with a minimum of 3 days recommended between drives. Any remaining drives **must** be completed per the contiguous guidelines explained in section 1. Drives are scheduled separately from classroom time and are available 7 days per week. Only 1 drive may be done per day. We reserve the right to cancel any drive that does not meet the proper parameters for this course, and for rare occasions when an instructor is unexpectedly unavailable, or a vehicle is unexpectedly out of service. We will make every attempt to provide as much notice as possible, and to help you reschedule in a timely manner.

I am the legal guardian/parent of the enrolling student and give my legal consent for him/her to participate in this Traffic Safety Education program. I have read the fees and fine print and will be responsible for the payment of all tuition and fees due. I understand that in order for my teen to receive credit for this course we have to follow the policies outlined above. Additional copies of these policies are available at 911drivingschool.com and in each of our locations. A copy will also be included in a welcome package emailed shortly after registration. I further agree to assist with home practice whenever possible and support my student's effort to be the best possible driver.

Parent/Guardian Signature:_____Date:_____

Print:_____

I am the student taking this Traffic Safety Education program. I have read the fees and fine print and I understand the course requirements. I further agree to practice driving at home whenever possible.

Student Signature:_____Date:_____

Print:_____