



# 911 Driving School – Bellevue

## Teen Policies

*This Traffic Safety Education program has an ongoing partnership with Johns Hopkins University to conduct research on how to improve drivers' education; after enrolling, I understand I may be contacted about opportunities to participate in research with Johns Hopkins University.*

1. **Attendance:** Classroom and behind-the-wheel (BTW) instruction, including any make-up classes, must be completed in no less than 30 days and no more than 150 days. A one-time, 60-day extension may be granted for an additional fee of \$50. Any additional extension must be approved by management on a case-by-case basis.
  - Enrollment will not be allowed after the third class has started.
  - Students cannot attend class until their 15<sup>th</sup> birthday and after.
  - Students may not be more than 10 minutes late to class or drives per WA State law. Students arriving more than 10 minutes late to class will be required to take the entire class over, and it will count as an absence. Students arriving more than 10 minutes late for a drive will not be allowed to do the drive and will be subject to a \$40 missed drive fee.
  - No more than 7 classroom absences will be allowed. All absences and failed final exams (score less than 80%) must be made up. 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.
  - For in-person classes, teens **must** sign their roster sheet for every class, including make-up classes. Rosters are kept with the office staff. *Failure to sign the roster will result in having to take the class again.*
  - For online classes, attendance will be taken at three different points in the class. Failure to respond to even one of the three will result in the student being marked absent for the class and the absence will need to be made up.
2. **Behavior:** Students are fully accountable for their conduct. Students can be dismissed from the course without refund for: misbehavior, cheating, being under the influence of drugs or alcohol, misuse of Traffic Safety Education equipment, repeated and willful violation of traffic laws, and failure to complete assigned work.
3. **Behind-the-Wheel Practice:** 911 Driving School policy states that we allow up to four people in the car at any one time including one instructor. 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. By signing this form, you give 911 Driving School permission to videorecord all drives.
5. **Cell Phones:** Cell phone use is prohibited in the instruction vehicles. Failure to abide by this policy can result in a lesson being cancelled and a missed drive fee being assessed.
6. **Competence:** No one can learn to drive in five hours. In addition to lessons taken at our school, BTW practice with a licensed adult is critical for success. We recommend a minimum of **five** 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, future scheduled drives may be canceled until a resolution can be reached. Extra drives, whether desired or required, are \$80 per lesson.
7. **Course Completion:** Following the successful completion of all required tests and activities, a course completion will be issued electronically to DOL. All tuition and fees must be paid in full, or the course will be entered as incomplete. The course completion must be entered before a DOL Road Test can be scheduled.
8. **Driver-Zed:** We participate in a DOL-approved "Driver-Zed" program. This includes four hours of classroom simulation training in lieu of a 6<sup>th</sup> drive behind the wheel and is included in the regular classroom schedule. 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 account is activated you will have access to the student portal. A username 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**: A \$40 fee will be charged if a student does not show up for a scheduled drive and has not provided notice of cancellation at least 24 hours prior to the appointment time. A \$40 fee will be charged if a student shows up in flip-flops or without a valid Instruction Permit for a drive.
11. **Graphic Content**: Our course curriculum includes some video content that is graphic. It's not intended to scare, but rather to instill respect for the dangers involved with driving. Please let us know if you prefer to opt out.
12. **Intermediate Driver License Regulations**: For the first *six months*, new drivers cannot drive with passengers who are *under the age of 20*. For the *next six months*, IDL holders *cannot carry more than three passengers who are under the age of 20*. Exceptions are made for immediate family members. For the first *twelve months*, IDL holders *cannot drive between 1:00 AM and 5:00 AM 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 first violation, a warning letter will be sent to the student and parent/guardian. For the second violation the license will be suspended for six months or until age 18. For the third 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](http://dol.wa.gov). **Initials**: \_\_\_\_\_
13. **Observation**: A minimum of one observation drive done while another teen receives BTW instruction is required to complete the driver training 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/Guardian Night**: We strongly encourage parents and guardians to be actively involved in the training and education of their teens. Parents and guardians are invited to Class 1 to learn about what to expect from the course, how our program works and to have any questions they may have answered by licensed instructors.
16. **Photos**: We take class photos for classroom decoration, promotion on websites, social media, etc. 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 to cause the least amount of inconvenience to students. Those students who fail to complete the course for any reason may re-enroll for a cost of \$350.
18. **Scheduling Drives**: Drives can be scheduled online after the completion of Class 1 and receipt of an Instruction Permit. Drives are scheduled separately from classroom time and are available seven days per week.
  - A minimum of 1 drive **must** be completed prior to the last day of scheduled class.
  - A minimum of 1 drive **must** be completed every 30 days.
  - Only 1 drive may be done per day.
  - We reserve the right to cancel any drive for rare occasions when an instructor or a vehicle is unexpectedly unavailable. We will make every attempt to provide as much notice as possible.

**\*Completion of this traffic safety course does not guarantee students will pass the Department of Licensing Exams**

I am the legal parent/guardian 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 for my teen to receive credit for this course we must follow the policies outlined above. I further agree to assist with home practice and support my student's effort to be the best possible driver.

Parent/Guardian Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_

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

Student Signature: \_\_\_\_\_ Print: \_\_\_\_\_ Date: \_\_\_\_\_