



Student Scout and Guide Organisation

MINIBUS DRIVER ASSESSMENT

Please note that, in addition to completion of this assessment, drivers must be at least 21 years old, have held a full driving licence for a minimum of three years, and have no more than three current penalty points on his/her licence.

I confirm that _____ (name of driver) has been successfully assessed in the basic skills and considerations outlined below, and therefore fulfils the criteria for a minibus driver under Guide Association regulations.

_____ Signed _____ Name
_____ Position
_____ Date

SKILLS AND CONSIDERATIONS:

- | | tick | | tick |
|---|--------------------------|--|--------------------------|
| • Pre journey checks and planning | <input type="checkbox"/> | | |
| • Post journey checks and reports | <input type="checkbox"/> | • Demonstrate good and safe planning, to include | |
| • Loading luggage - internally and on a roof rack | <input type="checkbox"/> | • Observation | <input type="checkbox"/> |
| • Loading passengers | <input type="checkbox"/> | • Hazard management | <input type="checkbox"/> |
| • Awareness of legal requirements governing minibuses, to include | | • Speed limits | <input type="checkbox"/> |
| • MOT | <input type="checkbox"/> | • Reaction to road signs | <input type="checkbox"/> |
| • Tax | <input type="checkbox"/> | • Road positioning | <input type="checkbox"/> |
| • Insurance | <input type="checkbox"/> | • Lane discipline | <input type="checkbox"/> |
| • Laden and unladen weight | <input type="checkbox"/> | • Acceleration sense | <input type="checkbox"/> |
| • First aid and fire extinguishers | <input type="checkbox"/> | • Overtaking | <input type="checkbox"/> |
| • Section 19 Permit | <input type="checkbox"/> | • Demonstrate good and safe road craft, to include | |
| • Awareness of procedures in the event of an emergency | <input type="checkbox"/> | • Courtesy | <input type="checkbox"/> |
| • Demonstrate an up-to-date knowledge of the Highway Code | <input type="checkbox"/> | • Use of mirrors | <input type="checkbox"/> |
| • Demonstrate good and safe vehicle control, to include: | | • Use of signals | <input type="checkbox"/> |
| • Acceleration | <input type="checkbox"/> | • Vehicle sympathy | <input type="checkbox"/> |
| • Clutch control | <input type="checkbox"/> | • Manoeuvring | <input type="checkbox"/> |
| • Gear changing | <input type="checkbox"/> | • Parking | <input type="checkbox"/> |
| • Use of gears | <input type="checkbox"/> | • Demonstrate awareness of passengers during journey, to include | |
| • Braking | <input type="checkbox"/> | • Comfort breaks | <input type="checkbox"/> |
| • Steering | <input type="checkbox"/> | • Travel sickness | <input type="checkbox"/> |
| | | • Behaviour of passengers | <input type="checkbox"/> |

Those wishing to drive disabled members must be aware of the nature of the disability experienced by the passenger(s) and their needs.