

DRIVER EDUCATION POLICY

In order that you, as a parent, and as students may understand the policy under which the Driver Education Program will operate, please read the following information carefully. You will be required to sign a permission slip (sample at the end of this document).

SECTION I: PARENTAL NOTIFICATION

Prior to the first day of each new Driver Education Course, enrolling students will pick up a copy of this policy from the High School Office. Please read this policy with your parent or guardian, then both of you sign the permission slip. The signature portion will be kept on file at the High School as an indication that this policy has been read and understood. This policy, along with a receipt of payment or fee waiver, must be turned in to the instructor by the end of the first week or the student will be dropped from the course.

SECTION II: ENROLLMENT

The Driver Education Course shall be offered to all pupils who are fifteen years and six -months old. These students will be provided an opportunity to take the written test of the State Driver Licensing Division. A student who passes the written test and who has been issued an instruction permit will be issued a practice permit which is valid for up to 180 days. The instruction permit is provided for students who are currently enrolled in the Driver Education Class and is the same as a driver's license. The permit may be used under the following conditions:

- A. student must have the permit in his or her possession while driving;
- B. student may drive only with a parent or guardian or an adult spouse - no others in the front seat;
- C. all other passengers are to be in the back seat.

Enrollment for Driver Education class is determined by:

- A. Birth date
- B. Enrollment and regular school attendance the previous quarter
- C. Adults and others may be enrolled as long as the efficiency of the instruction is not impaired.

SECTION III: CLASSROOM ATTENDANCE POLICY

The State of Utah requires a student who is enrolled in Driver Education to be involved in classroom instruction for a minimum of 30 clock hours. During the school year this class begins at 6:30 a.m.

1. For classes which are missed, make-up instruction will be provided at a cost of \$10.00 per hour, this includes activity absences and excused absences. Tardy students will be counted as absent after 6:30 a.m. and will be required to make up the day and pay a \$10.00 make-up fee. This fee is eligible for fee waiver to qualified students and may be worked off as determined by the building principal.
2. Attendance will be tracked by the instructor.
3. The absence classifications (excused or truant) as determined by the Attendance Office for regular classes will also apply to the Driver Education Class.
4. The State of Utah requires a minimum of 30 hours of classroom instruction. If a student misses 7 periods of classroom instruction, he or she will be short of the required hours to pass. The school will provide for make up instruction up to 7 class periods. If a student has more than 7 absences, they automatically fail the class. School activities, sickness and other absences are included in the 7 days.

SECTION IV: BEHIND THE WHEEL DRIVING POLICY

The State of Utah requires six hours of behind-the-wheel instruction and six hours of observation time.

The Driver Education instructor will post or announce driving schedules at least one week in advance and will make every effort when necessary to reschedule driving time. In extraordinary circumstances, if unavoidable conflicts occur, students may notify the instructor as late as one hour before the scheduled driving time and not be charged additional fees.

Students that are enrolled in driver education and fail to keep appointments for scheduled driving times will be fined on a schedule determined by the District's Business Administrator and approved by the Superintendent. If students are unable to pay these fines, they shall have the option to work for the school district, as assigned by school district administrator, to pay their fines. If a student misses 3 driving sessions, he or she will automatically fail the course.

In addition to the six hours of behind-the-wheel instruction, students will also need to complete an additional 34 hours of driving, 10 of which must be at night, after dark. These hours can be accumulated as soon as the student passes the state written exam and obtains a practice permit. The student may drive with a parent, legal guardian, or an adult spouse. Before a student may obtain a driver license, a parent, legal guardian, or an adult spouse will have to sign a statement at the State Driver License Division that the student has completed 40 hours of supervised driving instruction (6 hours in the driver education car, 34 additional hours).

SECTION V: CREDIT

Credit shall be given for the Driver Education Class. Students will receive 3 credit for completing the class requirements. This credit will be listed as an elective, and will be included in the cumulative totals for computing the G.P.A.

1. **Grading:** Grading for the class will be based on exams, outlines and study guides.

Exams (50 percent): Students will have three tries to score 84% on each exam. If an 84% is not earned by the third try, the student will be given the highest score of the three attempts.

Assignments (50 percent): To help prepare the student for each exam, assignments will be given for each chapter. These assignments will be due the day of each chapter exam.

Grading Scale: 94-100% = A; 90-93% = A-; 87-89% = B+; 83-86% = B; 80-82% = B-; 77-79% = C+; 73-76% = C; 70-72% = C-; 67-69% = D+; 63-66% = D; 60-62% = D-; 0-59% = F. Achieving at least a D- is considered successful completion of the Driver Education Course.

2. **Make-Up Work:** All make up examinations (second and third examinations only) must be completed before the last week of the term. Make up days will be set at the discretion of the instructor but usually occur in the mornings at the end of the regular class. Those students who fail the class will be required to take the class again at a later date that does not interfere with those students waiting to take the course the next term.
3. **Utah State Written & Driving Tests:** The Driver Education Instructors are certified by the State as Drivers License Examiners and are qualified to give both the State written and driving tests. The State-written test will be given by the end of the second week of each new term. The driving test will be given when the student has successfully completed the driver education class and is 16 years of age.
4. Failure of the written test will require that the test be taken again at the discretion of the instructors. Students who fail the written exam three (3) times may be referred to the Driver Licensing Division to complete the written and driving exams.
5. **Failure of the Driving Test:** The State of Utah has determined that if a student passes the written test but fails the driving test, he/she may complete the driving test at the Driver Licensing Division office.
6. **Grade Notification:** At the beginning of each week, each student will be given a print-out of his or her grade. If a student is not achieving at least a D- he or she will not be permitted to drive that week.

SECTION VI: SPECIFIC NEEDS

1. **Students Enrolled in Study Skills:** Students who are enrolled in study skills may take the second and third examination from the study skills instructors and aides. The State written exams **must** be taken in the presence of the State Driver License Examiner. If the student is still having difficulty after the third try upon successful completion of the driver ed course, he or she may take the test at the Driver Licensing Division office.
2. **Home Study Students/Adult Students:** Home study students and adult students will be charged a higher fee because they are not regularly enrolled students and they do not generate State funding. These students will be required to pay a fee determined by the District to be comparable to the total cost for traditionally enrolled students.
3. **Part-time and Alternative School Students:** Part-time and Alternative School students will be charged fees consistent with traditionally enrolled students.
4. **Students and Adults with a Partially Completed Course from Another State/District:** Students and adults who have completed the classroom portion of the Driver Education Class in another State or District, but still need to complete the behind-the-wheel phase, will pay a reduced fee to cover the cost of the behind-the-wheel portion only.

SECTION VII: CANCELLATION OF CLASS OR DRIVING TIMES

Because driving is an additional teaching assignment, and instructors have other responsibilities and duties, it may be necessary for class or driving times to be canceled. Instructors will attempt to notify students the day before the class is canceled, and before the end of the school day for driving times.

SECTION VIII: PENALTY

The School District shall have the right to withhold the individual instruction permit for failure to pay the appropriate fees, including the basic course fee and make-up fees.

SIGNATURES:

Parent/Guardian:

Student: