

**Classroom Instructional Methods**

The Instructor Training Course will prepare the instructor-candidate to teach using teacher directed discussions, interactive Power Point presentations, teacher directed and student centered demonstrations and activities.

**Behind-the-wheel Instructional Methods**

The Instructor Training Course will prepare the instructor-candidate to teach low-risk driving values, knowledge for development of safe habits, and accurate perceptions and mental readiness for correct in-vehicle performance. It will further prepare the candidate to involve all vehicle occupants at all times while in the vehicle, while preparing each student to conduct a drive lesson once sufficiently experienced.

**Integrated Classroom and Behind-the-wheel Instruction**

This course outlines teaching techniques for a 3-phase program: Classroom, Behind-the-wheel, and Home-practice in the family vehicle. A key element will be preparing the instructor to not only encourage parent involvement at all levels, but to require it for successful completion of the student program.

**INSTRUCTOR TRAINING COURSE OUTLINE**

- I. Behind-the-wheel Teaching Methods (40 Hours). BTW observation may be up to 20 of the 40 hours. The remainder of the time will cover driver task analysis, preparation for techniques, methods, Anderson's methods, etc.**
  - A. Pre-drive procedures
  - B. Rules and regulations of operating a vehicle
  - C. Simple to complex operating procedures
  - D. Visual processes and decision-making skills to reduce risk
  - E. Route adherence
  - F. Back seat involvement
  - G. Evaluation and corrective feedback
  - H. Disciplinary action when needed
  - I. Completion of the student performance record
- II. Supervised Practice Behind-the-wheel Teaching of Driving Techniques (20 Hours). This involves teaching actual students with a Certified Trainer Instructor supervising from within the car.**
  - A. Pre-drive
  - B. Drive
  - C. Evaluation Stage
- III. Classroom Theory and Facilitation (40 Hours)**
  - A. Education Theory. Education theory will cover the following four areas in development of the novice student concepts (following).**
    1. Education or special education;
    2. Driver education teacher skills training;
    3. Classroom teaching techniques; and
    4. Communication skills

**B. Novice Student Concepts – there will be overlap with BTW lessons and Parent Night.**

1. Classroom policies and emergency procedures
2. Intermediate licensing law
3. Organ donor law
4. Highway transportation system
5. Vehicle familiarization – must include new technology and safety features
6. Restraint systems
7. Vehicle operation and basis control
8. Vehicle positioning
9. Basic maneuvers
10. Signs, signals, markings
11. Intersections
12. Lane changes
13. Defensive driving practices / Risk management
14. Special maneuvers
15. Space management – Stationary and in motion
16. Roadway variations
17. Sharing roadway with: bicycles, motorcycles, children, other pedestrians, trucks, trains
18. Passing
19. Freeway
20. Complex Environment
21. Alcohol/drugs/emotions/physical challenges
22. Vehicle malfunctions/emergency prevention, recognition and response
23. Special conditions: weather, night driving, limited visibility, loading a vehicle
24. Legal responsibilities: insurance and offering emergency assistance
25. Environmental protection
26. Vehicle maintenance
27. Rules of the road
28. Getting a license and intermediate licensing requirements

**C. Parent Night**

1. Classroom policies and emergency procedures
2. Parent meeting organization and content
3. Intermediate Licensing law
4. Organ donor law
5. Obtaining a license – drive log, etc.

**D. Classroom and BTW Facilitation**

1. Communicate the concepts of driving and traffic safety to others;

2. Demonstrate educational methods, theories and concepts in teaching a driver education course, and knowledge of all aspects of the driving task; incorporating:
  - A. Varied and effective questioning techniques,
  - B. Varied content delivery styles,
  - C. Audio-visual equipment use,
  - D. Accommodation for special needs students, and
  - E. Discipline strategies
3. Familiarize instructor with instructional materials and activities that aid student learning and performance;
4. Define and describe the nature of the driving task on public highways;
5. Establish and maintain classroom organization;
6. Manage enrollment, student scheduling, student records, and required reports; and
7. Plan the delivery of student instruction covering the use of outlines, lesson plans, and student performance evaluation tools. Maintain time management awareness.

**E. Student Class Participation**

**F. Supervised Classroom Teaching Experience (Not less than 2 hours)**

Demonstrate successful completion of the above classroom management skills by teaching in the classroom.

**G. Driver Training School/Instructor Licensing and Operations Laws**

1. Requirements for licensed DTS instructors
  - A. Instructor requirements
  - B. Certified Trainer requirements
  - C. Continuing education requirements
2. Requirements for licensed DTS schools
  - A. Main school locations
  - B. Branch school locations
  - C. High school/remote branch locations
3. Requirements for students under age 18
4. Requirements for students over age 18
5. Resources for the DOL instructor test:
  - A. RCW 46.82
  - B. WAC 308-108
  - C. DTS Policies and Procedures
  - D. Drive Right, 10<sup>th</sup> edition
  - E. OSPI Behind-the-Wheel Guide
  - F. Washington Driver Guide

**WAC 308-108-090****Instructing instructors in the training of drivers.**

The course of instruction approved by the director in the training of drivers required under RCW [46.82.330](#) (2)(d) shall include instruction in driver education classroom methods and principles that prepare an instructor to provide traffic safety education as described in these rules and in state law.

To ensure the quality of the training given, the instruction course must:

Be provided by, and under the direct supervision of:

An institution of higher learning accredited by the Northwest Association of Schools and Colleges or by an accrediting association recognized by the higher education board;

A licensed private vocational school as that term is defined by RCW [28C.10.020](#)(7); or an instructor-trainer.

**Be not less than one hundred hours in total length and consist of:**

- Not less than fifty hours of instruction in behind the wheel teaching methods;
- Not less than ten hours of supervised practice in behind the wheel teaching of driving techniques;
- Not less than forty hours total of instruction that includes all of the following areas:
  - (A) Education and special education;
  - (B) Driver education teacher, instructor, or trainer skills training;
  - (C) Classroom teaching techniques;
  - (D) Communication skills;
  - (E) Teaching the concepts of driving and traffic safety to others;
  - (F) Educational methods, theories and concepts in teaching a driver education course, and knowledge of all aspects of the driving task;
  - (G) Developing instructional materials and activities that aid student learning and performance;
  - (H) Defining and describing the nature of the driving task on public highways;
  - (I) Establishing and maintaining classroom organization;
  - (J) Managing enrollment, student scheduling, student records, and

required reports; and

(K) Planning a course of student instruction with outlines, lesson plans, and student performance evaluation tools.

The department must approve an instructor training course curriculum before use by an instructor-trainer.

Any revision to an approved instructor training course curriculum used by an instructor-trainer must be submitted for review and approval by the department no less than thirty days prior to its use.

The department may consider other instructional methods, instruction providers, or academic instruction in lieu of those listed in subsection (2) of this section.

Before an instructor training course is given, the instructor-trainer or owner must submit a list of the dates, times, and locations for the training, the names of the persons to be trained, and the name of the instructor-trainer who will be providing training.

The department may monitor instructor education courses at any time to ensure that the instructor training requirements of this section are being satisfied.