



**Terms & Conditions - Please read the information set out below it details what you can expect from your instructor and what your instructor expects from you.**

This agreement has to be agreed under the **General Data Protection Regulation (GDPR)**

By signing below, you are agreeing that you have read and understood the information detailed. Please feel free to have a representative read this agreement.

**Road Rules** is an agency that introduces pupils to Driving Instructors. Our Driving Instructors are self-employed, and all contracts for the provision of driving tuition are between the pupil and the instructor. **General Data Protection Regulations (GDPR)**

1. To enable your instructor to carry out their profession, you consent to having your driving licence number, your address, phone number(s), and NI number to be documented for your pupil progress record and communication purposes.
2. Your records can be inspected at any time and shall be destroyed eight weeks after passing your test or leaving the school.
3. In the interest of road safety, you agree that your instructor may possibly video record your lesson. Your face will not be shown on any recording; digitally recorded Data is deleted after 8 weeks unless the police or other relevant authorities request copies following a road incident.
4. If you have a query regarding how your instructor stores data, you have the right to lodge a complaint with the Information Commissioner's Office (ICO).
5. Payments for each hour of instruction can be made prior to the lesson or at the beginning of the lesson before it commences. Road Rules reserves the right to change the hourly rate with reasonable prior notification to the pupil.
6. **Lesson prices start from £39 per hour for manual, automatic lessons from £41, Prices may vary dependent on area and may be subject to change.**
7. **Block** bookings can be made in advance by either cash or bank transfer direct to your instructor.
8. **Driving tests start from £145 and include a driving lesson before the test and hire of the car and your instructor will drive you home afterwards.** (Please note this is for your local Test Centre, out-of-area tests will be charged accordingly and incur additional fees) It does not include the fee payable to the DVSA to book the test online. Prices may vary dependent on area and are subject to change.
9. Any lessons paid for in advance shall be refunded should the pupil pass their test earlier than expected or leave the driving school.
10. **A minimum of 48 hours' notice is required to be given to the instructor by the pupil to cancel a lesson. Should the pupil fail to give such notice, the pupil may be liable to pay the full tuition fee.**
11. Although your driving instructor will make every effort to arrive at the lesson start time, the very nature of the work means that events arising from traffic, weather and other situations which are outside of their control may mean that occasionally lessons have to be rearranged or cancelled at short notice.
12. Very rarely in the interest of Road Safety, your instructor may withhold the use of their car for the driving test if, in the opinion of the instructor, a pupil is not able to control the car safely.
13. In the interest of your safety, you agree that your instructor may record video and audio during your lessons.
14. With your permission, your instructor may ask to take a photo of you with your pass certificate for use in digital marketing. You have a right to refuse this request should you wish and can request the removal of your image at any time.
15. Your instructor will accept no liability for accidents, injury or damage to any third party caused by the pupils' recklessness or negligence during a driving lesson.
16. Your instructor is at liberty at his/her discretion to refuse to proceed with a lesson if he or she has reason to believe that the pupil is in any way under the influence of drink or drugs at any time during the lesson.
17. To ensure that external distractions are kept to a minimum before your lesson begins, you must turn your mobile off.
18. You must not smoke tobacco or e-cigarettes in the car.
19. **Driving tests may only be arranged with prior agreement with your instructor; otherwise, your instructor may not be available should you book a test.**
20. Should you need to make a complaint, please contact Road Rules directly on **07533 761858** or by email to **info@roadrulesdrivingschool.co.uk**.
21. Your instructor is not responsible for the cancellation of hours booked due to the postponement of a driving test by the Department of Transport.

Instructor: ..... ADI/PRN: ..... Date: .....

Student: ..... Date: .....