

## Transportation

# Level 3 NVQ in Driving Instruction

Awarding Body: EDI

### General Information:

This qualification is for those people who are either training to become, or who are already working as, driving instructors. It is appropriate for all types of driving instructors: Approved Driving Instructors for cars and fleet (ADIs); motorcycle instructors; passenger carrying vehicle instructors; and large goods vehicles instructors. It provides insight into the principles and processes of driving instruction and will aid career progression. Consequently, this qualification identifies the standard of vocational competence expected of an experienced and professional driving instructor.

This qualification is intended for people who undertake the role of instruction of drivers of road vehicles. In broad terms, you will be involved in one or both of the following two occupational areas:

- Driving Instructor Trainer
- Driving Instructor

### Course structure:

To achieve a full Level 3 NVQ qualification, candidates must complete a total of **Eight mandatory** units and **Two optional** units. Certificates will be given for individual units where a full award is not achieved.

#### **Mandatory units:**

- Prepare to drive the vehicle
- Demonstrate safe driving
- Supervise learner driving
- Contribute to Health and Safety in your work environment
- Provide professional customer care
- Facilitate learning in the driving environment through demonstration and instruction
- Facilitate individual learning in the driving environment through coaching
- Monitor and review learner driver progress with learners

A 30 item multiple-choice test of Knowledge and Understanding in units 1 – 8 will also be completed

**Optional Units units:**

- Adapt learning programmes and methods for particular requirements
- Discuss driving instruction programmes with learners
- Design instruction sessions
- Provide commentary whilst driving
- Facilitate group learning in the driving environment through presentations and activities
- Manage the performance of teams and individuals in the driving environment
- Facilitate learning and assessment through role play

**Additional Units (As required)**

- Check what law and other regulations will affect your business
- Improve the quality of your products and services
- Develop the plan for your business
- Implement and maintain contracted services/supplies
- Get the right staff for your business
- Decide how you will sell and market your products and services
- Evaluate and develop own practice

**Assessment methods:**

All candidates are allocated an assessor who will guide the candidate through the process of assessment and portfolio building. PDM's fully trained and qualified assessors' base their judgements of competence on the candidate's work and how it compares with the National Occupational Standards.

Typically, the candidate builds a portfolio of evidence, under guidance of the assessor, using a range of assessment methods: observation, oral and/or written questioning, witness testimonies, candidate statements, product evidence and professional discussion.

When all the units have been completed, and the assessor is satisfied that the candidate has met the national standard, the certificate is claimed from the awarding body.

**Progression:**

Candidates who complete this qualification may be able to progress onto:

- Team Leading / Management qualifications