

SteveClarkDriving



Let's start the journey!

## Terms and Conditions

By taking driving lessons with SteveClarkDriving, you automatically agree to these Terms & Conditions.

### Lessons and tests

- \* You must inform your instructor if there is any reason why you cannot drive safely or legally. This includes the loss of your valid licence to drive, being under the influence of alcohol or drugs, including prescribed medication that may affect your ability to drive.
- \* You must be able to read a number plate from 20.5 metres.
- \* Your instructor reserves the right to refuse to take you to your driving test if you have not told them when your test is, and they are therefore unavailable. If you have not moved your test date after being advised to and therefore unsafe to be driving their tuition car by yourself on test.

## Cancellations and punctuality

- \* If you cancel your lesson with less than 24 hours' notice, you will be liable for the cost of the lesson.
- \* The driving instructor will text or ring on arrival for your lesson, if you have not arrived or contacted them within 15 minutes your lesson will be charged as above.
- \* If you are late for your lesson, the lesson time will be reduced as the instructor cannot be late for their next lesson. You will still be charged the full price of the lesson as this is considered 'cancelling' part of your lesson with less than 24 hours' notice.
- \* In the event your instructor is late to your lesson you will receive the full lesson time.
- \* If the instructor must cancel the lesson through no fault of their own, for circumstances such as, mechanical breakdown of the tuition car, bad weather conditions which may affect your ability to drive safely, heavy traffic or the previous pupils lesson or driving test has over run an unavoidable reason, and they cannot arrive to your lesson within good time, they will rearrange your lesson for the next mutually available date and time.

## Payments

**\* We accept payments of bank transfer or in car cash payment. At certain times of the year gift vouchers may be available.**

**\* Payment MUST be made before lesson starts.**

## **Accidents and Law**

**\* The instructor will make every effort to avoid damage and accidents. We accept they can happen as you are learning, however if we believe you was driving in a dangerous manner or ignoring instructions and actual damage is caused to the tuition car, you may be expected to contribute towards the repair cost.**

**\* Your instructor will make every effort possible to avoid you breaking the law or committing any traffic offences, However, SteveClarkDriving cannot accept any responsibility of you breaking the law - this includes speeding, traffic offences, regulations, or laws that you could break whilst driving. Any fines or penalties are legally the sole responsibility of the driver. It is an offence on the instructor's part if they fail to give the driver's details to the police when asked to provide information as to who was driving at the time of the offence.**

**\* SteveClarkDriving has full instructor and Public Liability insurance.**

## Data Protection

- \* In line with the GDPR, by you taking driving lessons with SteveClarkDriving, you automatically consent and agree to us holding your personal information, such as:
  - \* -Name, address, contact information and date of birth.
  - \* -Driving licence number.
  - \* -Records of driving progress
  - \* -Medical conditions that affect your ability to drive.
  - \* -Driving test information.
  - \* -Pictures upon passing your test (with your permission)
  - \* -Receipts of payment (online banking)
  - \* -Your information is stored on the Total Drive app which is kept secure. We use Total Drive to book your lessons, store contact information, record lesson progress and information. All learners will be invited to download the app when they agree to learn to drive with SteveClarkDriving.
  - \* -We can assure you that we do not pass your information on to anyone without your permission and agreement.
  - \* -You have the right to see any information we hold about you on request.

\* -Once you pass your test or decide not to continue lessons with us, your account and information will be kept on Total Drive and will be made inactive and kept for 5 years before being permanently deleted.

\* -The reason we keep records for 5 years is in case you need any of that information again for any reason, also for our tax and accounting purposes.

If you have any questions, please feel free to contact

Steve Clark

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