

Table of Contents

<i>Coaching Company Policies and Practices.....</i>	<i>4</i>
Coach Appearance.....	5
Company Vehicles.....	5
Conversation Expectations and Appropriate Topics	5
<i>Consistent Coaching Practices, SOPs, & SOGs.....</i>	<i>6</i>
Beginning Every Lesson.....	7-8
Pre-Student Pick Up & Picking up the Drivers Ed Vehicle.....	9-10
Student Pickup.....	11
Student Wrap-up & End of Lesson Review.....	12
Returning the Drivers Ed Vehicle.....	13
Vehicle Maintenance and Damage Reporting.....	14
Accident Reporting.....	14.1
Basic Skills Lesson #1.....	15
Advanced Skills Lesson #2.....	16
Finishing Skills Lesson #3.....	17
Parallel Parking Instructor Instructional.....	18-19
Parallel Parking Diagrams and Images.....	20
Senior Safety Refresher Senior Driving Lessons.....	21
Au Pair Safety Refreshers Au Pair Lessons.....	22
Court Diversion Driving Lessons.....	22.1 – 22.2
Dos, Don'ts and Helpful Coaching Tips.....	23-24
Speed Control.....	25
Steering Line of Sight.....	26
Intersections.....	27
Turning.....	27
Lane Changes.....	28
Reversing Backing Procedures.....	28
Students with Learning Difficulty's.....	29
<i>Student Handouts and Helpful Tips for Students.....</i>	<i>30</i>
Parallel Parking Instructional.....	31
Parallel Parking Diagrams and Images.....	32
What You Should Know About Taking the Pennsylvania Driver's License Test.....	33-34
Helpful Information for Parents/Guardians of Students with Learning Disabilities.....	35-36
What Every Driver Should Know.....	37-38
Tips for Driving in Inclement	39-42
Road Rage.....	43
Tips to Help Drivers Avoid Deer Collisions.....	44
Emergency Items That Should Always Be In your Trunk.....	45
How to Change a Flat Tire.....	46-47
What to do and not do if you get pulled over.....	48
What to do in Case of an Emergency.....	49
Employee Receipt and Acceptance.....	50