



Course Joining Instructions

The following Course Joining Instructions are designed to help you get the most from your training. Please read these instructions carefully, the guidance contained here will help you arrive for your course fully prepared and will allow you the best opportunity to learn & succeed.

Please **DO NOT** **watch any Youtube** or other videos, unless directed to by your instructor, other channels may have different size or categories of vehicle that may cause confusion for your training. The learner pack and Highway Code are more than sufficient learning materials. Please also make sure you are sufficiently well rested and not fatigued! Link below to the most up to date Highway Code:

<https://www.gov.uk/guidance/the-highway-code>

Clothing, footwear and PPE

- Please wear suitable, comfortable clothing for your training and wear comfortable footwear for driving a high visibility vest will be provided, steel toe caps/ boots are not required, trainers are adequate.
- Part of your training will be outdoors, please bring suitable waterproof clothing if required

Driving Licence

- Please bring your photocard Driving Licence with you to all training and driving test sessions.
- If you had to sit and pass a theory test for the course you are completing with us, please bring the pass certificate/s with you on day 1 of your training. If you are unsure please contact us prior to the training.

CPC MOD4 Training & Tests

- Please bring your original CPC MOD 2 test pass certificate and Photocard Driving Licence with you, to the Module 4 CPC practical test as you cannot be tested for CPC MOD4, without them.

Olly's Driver Training Ltd, 1 Potter Place, Skelmersdale, WN8 9PH
www.ollysdrivertraining.com 01695 333 027 admin@ollysdrivertraining.com
HGV Classes 1 & 2 (C+E & C) PCV (D1) & Car and Trailer (B+E)



Eyesight

- If you need glasses or contact lenses for driving, please bring these with you, bring sunglasses if needed. If your driving licence has code (01) on the rear, you MUST wear corrective eyewear to drive.

Emergency Procedures

- At the start of your training you will be briefed on the site emergency procedures. In the event of a fire or other emergency please follow the directions of your Instructor

Emergency Contacts

- Please complete the Emergency Contacts form (attached below) and bring with you on the first day of your course.

Catering

- Catering is not provided as part of your course. Tea and Coffee making facilities are available in the classroom, please bring something to eat and drink with you each day, to stay hydrated.

Vehicle damage during Training & or Driving Test:

- During training and or the driving test our equipment is in your sole charge. Any damage to the equipment will necessitate an additional charge to cover our insurance excess.

Course preparation

- In order to get the best from your training with us and improve your opportunity for success it is important that you are well rested before the commencement of your course and are up to date with the Highway Code. Please read all attachments sent in your booking confirmation to help your learning.

And Finally...Welcome and relax, you are in very safe, competent and experienced hands

- Deposits are non-refundable/ transferable –Cancellation charges may apply.
- Cash/ cheques are not accepted.
- Payments made by the customer are to be made no later than 10 working days prior to commencement of training.
- Cancellation by the customer within 5-10 working days inclusive of booking: 50% of invoice is charged.
- Cancellation within 0-4 working days inclusive of booking 100% of invoice is charged.
- Cancellation by ODT LTD due to breakdown or illness – Full rebooking of missed training and tests as appropriate.
- Cancellation by DVSA – Full rebooking of missed training and practical tests, charges may apply.

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- Olly's Driver Training Ltd reserve the right to change the vehicle used for training and practical tests without prior notice –this will only be in unforeseen circumstances.
- Payment by debit/ credit card – this is a free service



Location

I Potter Place, West Pimbo Industrial Estate, Skelmersdale, WN8 9PH

We are located in Skelmersdale, exit the M58 at Junction 5 and follow signs for M58 Liverpool, the road then splits and you stay in the left-hand lane as if to re-join the M58 West bound for Liverpool, but staying in the left-hand lane on to Peel Road.
We are located on West Pimbo Industrial Estate.

As you leave the motorway you follow signs for West Pimbo and then it's the first turning on the left for Peel Road, following signs for Messenger Express 24 Hour.



After you have turned left onto Peel Road, U turn at this point and drive the opposite way – this is due to the central reservation and one way part of the road.

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Turn left, again following signs for Messenger Express and drive to the blue gate. Security will show you where to park.



Turn left here, following signs for Messenger Express 24 Hour and all the way down to the big blue gate, security will show you where to park when you ask for Olly's Driver Training.

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Emergency Contact Information

Trainee Information

Your Name (Learner): _____

Emergency Contact

Primary Contact Name: _____

Relationship to Trainee: _____

Contact Telephone Number: _____

Home Address

Address 1 _____

Address 2 _____

Address 3 _____

Post Code _____

Driving Licence Number / Check Code

Office use only:

Eyesight check completed? Y/ N 01? Y/ N

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