

# make it HOME 100

**START UP MANUAL**



## INTRODUCTION

The aim of the *Make it Home 100* program is to empower young people to obtain their drivers licence. The program is for young people aged 16 to 25 years who do not have the capacity to complete the mandatory 100 hours of supervised driving experience necessary to gain their licence. This manual outlines the process and expectations to be followed by both the learner driver and the supervisor (mentor) during the *Make it Home 100* program.

Adherence to the guidelines in this manual is compulsory. The only exception is a genuine emergency concerning the safety of a person, property of *Make it Home Safely Inc* or an offence of the law. If any of these occur, the person(s) involved must, if practicable, discuss the situation with a person listed under 'Emergency Contact Information' below. Common sense must be exercised at all times with regard to safety, courtesy and learning safe, positive road use practices.

This manual makes it easy for the learner driver and mentor to interact with each other and *Make it Home Safely Inc* and to understand their obligations.

A copy of this manual can be found in the glove box of each vehicle for every driving session. ***For any enquiries about interpretation of this manual or other procedures please contact Nyree Mannion 0411 303 810.***



# ELIGIBILITY

***Please contact your school based or community youth coordinator for referral to the Make it Home 100 Program.***

***For a young person to be eligible for this program, he/she must:***

- have a current learner drivers's licence issued in Queensland
- be committed to several hours of driving per week at mutually convenient times for mentor and learner
- be respectful, compliant and courteous to mentors and others involved at all times
- be committed to complete the program and successfully obtaining a provisional driver's licence

***For a mentor to be eligible he/she must:***

- be a minimum of 25 years of age
- have held an open driver's licence for at least five years
- have a current 'blue card' authority to work with children – for details see [www.bluecard.qld.gov.au](http://www.bluecard.qld.gov.au)
- be willing and able to work with young people who may become anxious, insecure, overconfident or emotional
- be willing and able to exercise care, patience and diligence and act in the best interests of learners and the property and reputation of *Make it Home Safely Inc.*
- have a traffic history that does not show an unacceptable propensity for dangerous or irresponsible driving

# GETTING STARTED

***The mentor and learner driver must have agreed to the terms and conditions of this manual and signed the Make it Home 100 Statement of Commitment.***

*Make it Home Safely Inc* is committed to equipping learner drivers with skills for a lifetime of safe driving. Your first 10 lessons will be supported through EasyAs Driver Training. Your mentor will attend your first supervised lesson and at least one other driving session with EasyAs Driver Training.

## **KEYS2DRIVE**

The first supervised lesson will be a free lesson under the 'Keys2Drive' program:

- To register visit <https://www.keys2drive.com.au/register-your-free-lesson>
- Once successfully registered you will be issued with a free lesson ID
- You will be required to bring your licence and mentor to your free lesson

## **MAKE IT HOME 100 PROGRAM**

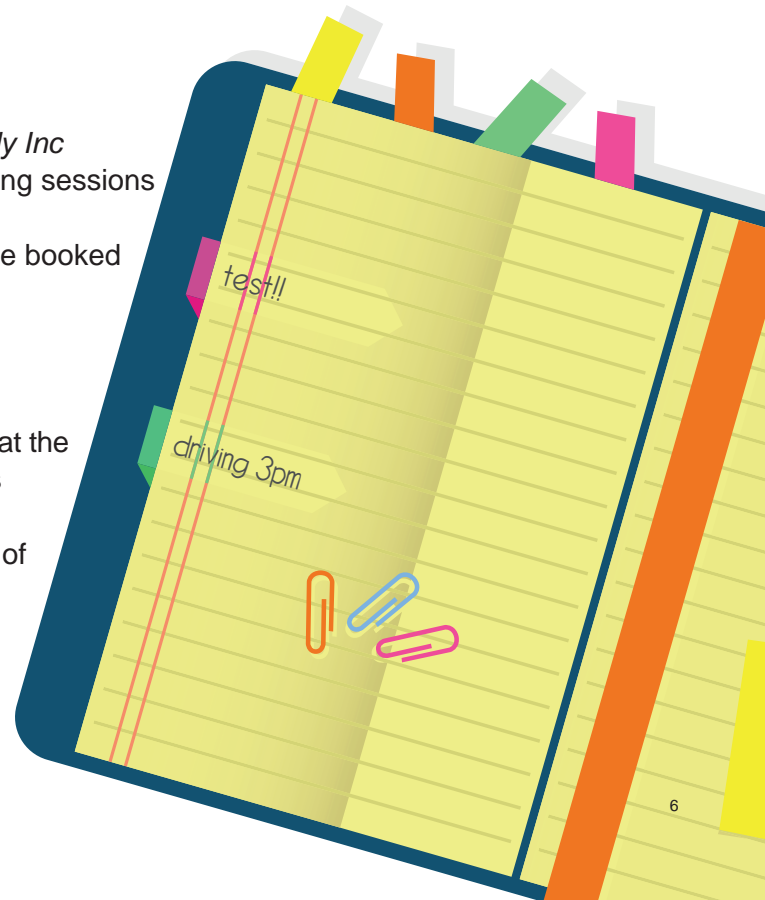
Once the learner driver has completed the 10 driving lessons with EasyAs Driver Training, they will be transitioned to the *Make it Home 100* program to gain their additional 70 hours.

## **DRIVING TEST**

The mentor can assist the learner driver with the process of booking the driving test. If required, the *Make it Home 100* vehicle can be made available for the driving test.

# BOOKING SYSTEM

- A high level of commitment is expected in this program
- The mentor will liaise with the learner driver allocated to him/her and the *Make it Home Safely Inc* Coordinator to determine a suitable time for driving sessions
- Where possible regular days and times should be booked
- Regular booking appointments will be given priority for vehicle access
- The mentor/learner driver must contact the other at the earliest practical time for changes or cancellations
- Repeat cancellations can lead to the termination of the learner driver's participation in the program



## SESSIONS

- A \$5 donation each session, to assist in covering vehicle expenses, will be required from the learner
- Each session will be for 1 hour
- Longer sessions up to 2 hours maximum can be booked subject to vehicle availability
- 2 hours sessions will incur an additional \$5 vehicle donation
- The number of sessions per week is dependent on vehicle and mentor availability

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***The mentor and learner driver must walk around the vehicle, check for any damage and take appropriate action if the vehicle may be unroadworthy.***

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## APPROACHING PROVISIONAL DRIVING TEST

- The learner driver will be given the opportunity to have a number of sessions with different mentors allowing them to adapt to driving with someone new (like a driving test)
- *Make it Home Safely Inc* recommend the learner driver undertakes a number of professional driver training sessions prior to sitting their test
- The Wynnum Transport Department is aware of the *Make it Home 100* learner driver mentoring program
- The mentor can help the learner driver to arrange to take their driving test
- The *Make it Home 100* vehicle can be booked for the driving test
- The mentor cannot be held responsible for failure of the learner driver to pass a provisional licence test

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