



## SAFETY FIRST DRIVING SCHOOL

### Teen Courses

**General Contract Info:** You accept that this agreement will be in effect for only four months from the start of the course. If your daughter/son fails to complete this instruction in this time period, **all payments are forfeited with no refunds given.** Every effort will be taken to insure all instruction will be offered during this time period. It is the responsibility of the student to obtain a learner's permit from the DOL during this time and thus no extension of this contract will be given for this reason.

**Refunds:** If a student withdraws three (3) days before the start of the first class a 50% refund will be given minus the non-refundable \$40.00 administrative fee. No refund will be made after the second day of class. The student must login to the scheduling system to cancel the class; we can only refund if the cancellation was made at least three days before the beginning of the class, or for any student who failed to attend due to a legitimate reason, if that reason is presented within 10 working days. In order to get a refund:

- 1) The check or credit card payment must have cleared or was approved and credited to our account.
- 2) Any materials provided have been returned.

There is a \$40.00 fee for any returned checks as well as disputed or denied credit card charges.

**Course Enrollment Criteria:** A student must be at least 15 years old by the first day of the classroom session. No exceptions.

**Course Fee:** The price of our regular teen course is \$499. For groups of (2) two or more, Safety First Driving School offers a special price of \$480 each. The "Complete Teen Course" which includes the DOL Knowledge and Skills Exams is \$580 per individual, or \$560 if purchased for a group of two or more. The "Teen Complete W/Extra Behind-The-Wheel Lessons Course" is \$675. All students enrolled in the course must pay a \$275.00 deposit before attending the first day of class. The remaining balance must be paid by the first day of the course; failure to pay the remaining balance will result in a \$40.00 fine and/or expulsion from the course. There will be a \$40 fee for all returned checks. **Students are not allowed to enroll in the course after the start of the third class period. If a student does not pass their class-related drive test within their provided six drives, they will need to purchase an additional drive(s) at \$60 per hour.**

The Behind-the-Wheel (BTW) training section of the course is scheduled separately from the classroom sessions and can extend beyond the classroom sessions.

**Attendance Policy:** All classroom course requirements must be completed within four months. Students are held responsible for their conduct and for their attendance. Any student who misses more than three (3) classes will be dropped from the course and no refund given. There are two make-up days scheduled for missed classes. The first make-up class is free but any additional missed classes will incur a \$40 fee to schedule and attend. Students may not schedule their drives with a balance due; all fees must be paid immediately. Students that do not complete the course (classroom and BTW) within four months will be marked as incomplete, dropped from the class and will not be eligible for a refund. **Any student who is dropped from the course and chooses to retake it with us will be charged a fee of \$250.** Students may be dropped from the class for not making up missed classes; failing multiple tests/exams or

displaying disruptive behavior that hinders our creating a successful learning environment. Cell phones, texting, Mp3 players, food and drinks are not allowed in class with the exception of drinking water in a closed container. Missed BTW driving lessons due to personal reasons such as forgetting the appointment, late cancellations, not having a permit, illness, etc., will be charged the \$40 make-up fee.

**Make-Up Policy:** Two make-up classes will be scheduled during the course. All missed classroom sessions or BTW sessions must be completed within four months from the start date of the class.

**Drive Schedule Policy:** A permit is required for all BTW sessions. Students have to complete (6) six hours of BTW training and (1) one hour of BTW observation to fulfill their class requirements as required by the state of Washington.

**Scheduling and Cancelling:** BTW lessons are scheduled by logging into our secure website. If a student needs to reschedule or cancel a BTW lesson, the student must login or contact our office at least 36 hours in advance. Sundays and Holidays are not considered a business day for the purposes of 36 hours notification. If a student has a late cancellation, does not show up for lesson, or does not bring a valid permit to a lesson, they will be charged \$40.00 and required to reschedule that lesson. If a student chooses to pay for additional BTW lessons, they will be charged \$60.00 per hour. If a student does not pass the class-related driving test within their six drives, they will need to purchase an additional drive(s) at \$60.00 per hour.

**Structure of Classroom Sessions:** In order to meet the state requirements, students need to complete (30) thirty hours of classroom sessions in no less than 30 days. Safety First Driving School will accomplish this by having (3) three two-hour classroom sessions per week for five weeks. Safety First Driving School reserves the right to cancel any class due to low enrollment.

**Parent's Night:** Parents are expected to attend "Parent's Night", an informational session, during either the first or second week of class where they will learn of the Washington State organ donation program and the revised Intermediate Driving licensing requirements. Parent involvement is essential for setting up their student for success.

**Length of Course:** The anticipated completion of the course is about 5-6 weeks; however, this may change due to inclement weather or any other emergency.

**Completion of Course:** To complete the course, students must successfully pass their class-related drive test with a score of 80% or better within their provided six drives or they will need to purchase additional drive(s) at \$60.00 per hour. Students must also pass all classroom work and tests with a grade of 80% or better. Upon successful completion of the course, the Department of Licensing will be electronically notified that said student has passed the course. On request, we will provide a record of attendance and course completion for insurance purposes.

**Instruction Permit:** This 'permit' will allow you to operate a motor vehicle within Washington State while you are being supervised by a licensed driver with at least 5 years of legal driving experience. The licensed driver must sit in the right-front passenger seat. A Washington instruction permit might not be valid in another state. It is preferred you have your permit before you begin class; however, you must have your permit before the second week of class. Read about the Intermediate Driver Licensing program at the [Department of Licensing for teens](#) and follow the steps to [pre-apply](#) using the Department of Licensing License Express to obtain your permit and to enroll in class. To participate in Behind-the-Wheel and Observation drives with Safety First Driving School, you will be required to have a valid permit on your person.

**Intermediate Driver License Rules:** An intermediate driver's license comes with these driving restrictions:

- You cannot drive between 1 am and 5 am unless you are with a parent, a guardian, or a licensed driver who is at least 25 years old
- For the first six months, no passenger under the age of 20 may be with you while you drive unless that person is a member of your immediate family

- For the remaining time, no more than three passengers under the age of 20 may be with you while you drive unless they are members of your immediate family

To better understand the licensing process for your teen, please see the [Department of Licensing for teens](#).

## Adult Driving Lessons

**General Information:** Adult students must always carry a valid permit or license. Lessons must be cancelled or rescheduled 36 hours in advance by logging into the student login; a no-show, not having a valid permit or license, or a late cancellation will be charged full price. All drive packages must be completed within four months of the signed start date, or all funds are forfeited. Please be on time, arriving late will result in time deducted from that lesson or lesson cancellation if a still no-show after 15 minutes.

**Pick-Up and Drop-Off Service:** We offer a pick-up and drop-off service for those within fifteen minutes of Safety First Driving School office location. If additional travel time is necessary, it may be deducted from your lesson time.

**Downtown Pick-Up Service:** We offer a pick-up service in Downtown Seattle on the Corner of 4<sup>th</sup> and Pine streets (in front of Buffalo Wild Wings). There is no Safety First Driving School office at this location; this is for pick-up and drop-off only. In case of an event going on in that area, we will let you know in advance of an alternative pick-up location.

**Refunds:** Refunds are subject to a \$40.00 handling fee; there is also a \$40.00 fee for any returned checks, and disputed or denied credit card charges. There will be no refund for unused or expired lessons. In order to get a refund the check or credit card payment must have cleared or was approved and credited to our account. There is no refund after the first lesson.

If a student needs to reschedule or cancel a Behind-the-Wheel lesson, the student must login or contact our office at least 36 hours in advance. Sundays and Holidays are not considered a business day for the purposes of 36 hours notification. If the lesson is not cancelled within 36 hours notice, the student loses the lesson and will be required to purchase an additional lesson at package price.

**Policy Changes:** Safety First Driving School may modify these terms and conditions at any time. If changes are made, the revised terms will be posted immediately.

## Driver License Testing

**General Information:** To get a Washington State driver license, applicants are required to take and pass a Department of Licensing Knowledge and Skills test. Safety First Driving School is authorized by the Department of Licensing to administer both tests. To test with our school, applicants must first [pre-apply](#) on-line with License Express at the Department of Licensing to obtain a permit. If you already have a WA state ID you do not need to pre-apply. Anyone under the age of 18 must also complete a Driver's Education Course within the state of Washington before they can get a license. For either test, applicants need to provide a valid WA License# and must have either a valid photo identification or an international driver's licence. Click here to find the nearest [Department of Licensing office](#) and their hours.

**Knowledge Test:** The Knowledge test is 40 questions, you must get 32 correct answers to pass (80%) and the test takes approximately 45 minutes to complete. Those arriving late for their test will not be allowed to test and will need to repurchase and reschedule another test. Prepare for the test by going to the Department of Licensing [Practice Test](#), and take the sample test as many times as you want.

We offer the knowledge test in: English, Spanish, Chinese, Japanese, Russian, Vietnamese, Korean, and now Amharic with a translator.

**Skills Test:** You must prove your ability to drive legally and safely during the Skills test. The skills test takes approximately 30 minutes and a score of 80 out of a 100 is a passing grade. Applicants who arrive late will not be allowed to test and must reschedule and purchase another test.

Applicants may provide their own vehicle or use one of our vehicles during the driving test. Our vehicles are automatic mid-size to small vehicles with dual brakes and full mirrors. If you use your own vehicle, it must be in proper working order with a valid insurance card and registration documents presented at the time of testing. No guests or guardians will be allowed in the vehicle during the testing process. To find out more about what the driving test entails, please see the Department of Licensing testing page at the [Department of Licensing Skills test](#).

Scores for the driving test will be electronically reported to the Department of Licensing within 24 hours.

**Refunds:** Test scores will be reported to the Department of Licensing within 24 hours of completion of test. All fees are due in full before the beginning of any examination and there are no refunds once testing begins. **Tests and/or retests must be taken within three (3) months of payment or all funds are forfeited.** There is a \$40.00 fee for any returned checks as well as disputed or denied credit card charges.

In the event that Safety First Driving School must cancel a scheduled test, applicant will be given every opportunity to reschedule the test or obtain a full refund.

To cancel or reschedule a test, one must login to our secure website or contact our office at least 36 hours in advance. Sundays and Holidays are not considered a business day for the purposes of 36 hours notification. Late cancellations or a no-show will result in being charged full price with the student required to purchase an additional test. Please arrive on time; any late arrivals forfeit their testing time.

**NEED TO KNOW:** Passing the Knowledge and Skills exams does not guarantee that an applicant will be issued a driver license. The Department of Licensing will determine if an applicant has met all licensing requirements and reserves the right to conduct random re-examinations. An Applicants license may be revoked if they refuse to take a re-examination.

Safety First Driving School is not authorized to give exams to those who are physically disabled, even temporarily. State law requires that testing must be done at the Department of Licensing. We strongly encourage those wishing to test to call to confirm eligibility before registering for testing.

Any complaints or concerns about a driving test must be submitted in writing with a carbon copy of the test to: Safety First Driving School, 14741 Aurora Ave N, #101, Shoreline, WA 98133.

## **COVID-19 Liability Waiver**

We want to sincerely thank you for your patience during this tumultuous time. As our name suggests, the safety and health of our staff and our customers is of the upmost importance at Safety First Driving School. We have been working hard to prepare for our reopening and have adopted a series of policies and procedures to ensure we're providing the best -- and safest -- experience possible.

Outlined below are the safety measures and policies to be implemented and practiced by all Safety First Driving School customers, students, and staff. Please read through our sanitation and health guidelines below.

### **Social distancing enforcement:**

- 6ft of social distancing will be enforced for all in-class services, including teaching and testing
- Social distancing will be enforced via desk placement, plastic walls and covers, and tape on the floor
- There will be no exceptions to the social distance policy in the offices and classrooms
- Students or community members violating this policy will be asked to leave
- Testers will be reminded NOT to bring family members or guests when testing

**Personal protective equipment (PPE) when conducting office or in-vehicle services:**

- EVERYONE, including students and staff, will be required to wear gloves and a face mask for every interaction
- In accordance with DOH guidelines, there are absolutely no exceptions to this rule: **no mask = no service**

**Web-based learning:**

- Until further notice, Safety First will continue to teach the Teen Safety Education course online
- Students with poor connectivity who are unable to take the tests will be the only students allowed to the office
- A special time will be set up for those students needing to come to the office for any reason

**Sanitation, cleanliness, and hygiene for on-side operations:**

- Soap and water will be available for all staff, students, and customers. Staff, students, and customers will be encouraged to wash frequently in addition to the use of alcohol-based hand sanitizers
- Alcohol-based hand sanitizers will be stationed in the office and in-vehicle for all staff and customers
- Staff will continuously clean and disinfect high-touch areas in the office and vehicles
- Should any staff or customer begin to feel sick while in our offices, all surfaces will be disinfected immediately

**Sanitation, cleanliness, and hygiene for in-car operations:**

- Every student or instructor in the car will use PPE equipment and supplies at all times, including gloves, masks, and anti-viral cleaning products
- Every vehicle will be wiped down with disinfectant wipes between lessons
- ***Every student and staff member will wear a mask during in-car lessons and testing, no exceptions***
- Only one student will be allowed in the car for each lesson -- there will be NO observations at this time
- The back windows of the car must be rolled down at least 3" (inches) to create airflow throughout the car for the duration of the drive

**Testing or Driving Check-In Rules**

- Students must check in per social distancing rules. If the student is checking in for a drive, they will be handed disinfected keys and asked to wait in the vehicle or in an assigned space in the office/classroom
- If a student is checking in for a test, they will be advised where to stand and when to proceed safely to the testing classroom. They must observe social distancing rules while in the classroom
- Students will not be allowed to group or congregate together in any way
- Any student, who appears ill in any way, will not be allowed to test or drive and will be asked to vacate the premises immediately
- Testing students are not allowed to bring friends or family members into the office

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that I or my child(ren) may be exposed to or infected by COVID-19 by attending Safety First Driving School and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at Safety First Driving School may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Safety First Driving School employees, customers, and student participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (*including, but not limited to, personal injury, disability, and death*), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at the Safety First Driving School. On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless Safety First Driving School, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of Safety First

Driving School, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any Safety First Driving School lesson or program.

---

Name

---

Date