#  RoSPA Advanced Drivers and Riders East Yorkshire

# Tutor Training Team Meeting

**Location: Cottingham**

**Present: Chris Hood, Denise Rose, Dave Pattenden, Julian Taylor**

**Meeting took place to formalise some aspects of the training section of E-YARD.**

**1.**

**Structure of Car Tutor Hub**

Dave Pattenden to become a team leader for the car section of E-YARD.

The intention is to maintain a group that delivers to both disciplines, and that meet and train together.

Dave, as a Diploma holder (Advanced Tutor) will 'run' the car tutor side of the group.

He will identify and train Group Tutors to the standard, and to maintain this standard, required by E-YARD.

In order to do so the current Motorcycle Tutor Guide will be 'converted' to a Car Tutor Guide to provide the base standard.

Dave will then oversee the Tutors and carry out Quality Assurance (QA) checks when appropriate or annually.

Dave will have autonomy over this process.

**2.**

**Issue of Training Packs.**

Rosie has, thus far, been responsible for issue of all training packs.

This has been inefficient as she has not always able to have direct contact with Associates.

Rosie will, from now on prepare the packs (folder, RoadCraft, Highway Code, Training Log, Sticker, other literature) and pass them on to Group Tutors, to issue directly to Associates. Associates will NOT be issued with a pack until they have had an assessment ride/drive and paid their fee.

Tutors should aspire to have possession of at least one spare pack at all times for their relevant discipline (two packs)

**3.**

**Training allocation**

Julian, in the role of Training Officer, will be sent details of new members from Rosie, in her role as membership secretary, and he will allocate Associates to Tutors.

This will allow him to monitor progress and ensure even spread of Associates to Tutors. It will help co-ordinate Pre Test Assessments (PTA's) and ensure no Group Tutors are overloaded with commitments.

**4.**

**Tutor Training Program presentation**

Chris went through the program that has been prepared to deliver to all current and prospective Group Tutors in March 2019.

**5.**

**Female Training.**

Question was put "Are advanced driving or riding groups viewed as 'Gentlemens Clubs' in general?

Rosie felt there may be an element of this generally, although E-YARD does not have that underlying culture.

The next question was "Should the group have a ladies section?" This was met with a unanimous 'NO' as it was felt that doing so could create a divide within the group. This was in the same vain as not separating Bike and Car section, that the group works well by being all inclusive - not exclusive.

It was felt that the E-YARD had a strong representation of females as Associates, Members, Group Tutors and Advanced Tutors already and that this should continue to be the way the group would continue.