

If you find the context of your driving has changed, it's important to review and assess your skills and knowledge in the new environment. For example, you may have to drive for work or as a new parent, or you may move from the city to the countryside. As the context changes you may find that you need additional training, knowledge or support.

Driving for work

Driving for work is one of the most high-risk contexts in driving, because of the amount of time you'll spend behind the wheel and the pressure you may be under. If you drive for work – perhaps a van or a company car – you'll probably face lots of different driving conditions and you may be expected to reach your destination quickly. In this situation, you and your employer should think about how to balance your work commitments with driving within the law. Your stress and fatigue levels should also be taken into account.

All drivers

All drivers need to be alert to changes in their physical or mental condition. Ill-health or relevant age-related changes can have a significant impact on driving and should be considered and addressed.

Constantly and honestly reviewing how well you're driving should help you have a long and safe driving career.

Section two

→ The driver and the law

This section covers

- Licence requirements
- Insurance
- Vehicle registration certificate (V5C)
- Vehicle excise duty
- The MOT test
- Roadworthiness
- The Highway Code
- Seat belts
- Loading your vehicle

➡ Licence requirements

The law in Northern Ireland

The laws relating to driving and the processes you need to follow to get the right paperwork aren't always the same in Great Britain and Northern Ireland. For example, in Great Britain your vehicle is required to pass an MOT test three years after the date of first registration, but in Northern Ireland an MOT isn't required until four years after registration.

If you drive in Northern Ireland, you should check the NI Direct website for the most up-to-date advice on the driver and the law.

nidirect.gov.uk



Your driving licence

Driving any vehicle carries with it legal requirements, and you must satisfy some of these before you begin to drive on the public road. Others apply after you start to drive.

For the category of vehicle you intend to drive, you **MUST** have one of the following

- a valid provisional driving licence
- a valid full driving licence

or, in certain circumstances

- a signed, valid International Driving Permit (IDP)
- a full driving licence issued outside the UK.

Your age

You **MUST** be at least 17 years old to drive a car. As an exception, if you're receiving higher-rate Disability Living Allowance, you can start driving at 16.

Changes to your driving licence

If you change your name and/or address, you must complete the details on your licence and send it to: DVLA, Swansea, SA99 1BN (DVA in NI) or you can do this online at www.gov.uk

Provisional licence

You can apply for a provisional driving licence online at www.gov.uk

Alternatively, you can apply by post by completing a D1 application form, which you can get from the Driver and Vehicle Licensing Agency (DVLA) form-ordering service or from a post office. You'll also need to include

- original documentation confirming your identity
- a colour passport-style photograph
- the current fee.

When you receive your provisional licence, check that all the details are correct.



L plates (D plates in Wales)

You **MUST** display L plates (D plates) which conform to legal specifications, and which are clearly visible from both in front of the vehicle and from behind the vehicle.

If the vehicle is NOT being driven by a learner driver, the L plates (D plates) should be removed or covered.

Your accompanying driver

You **MUST** be accompanied by a driver who's at least 21 years old and who holds a full EC/EEA licence for that type of car (manual or automatic) and has held one for three years.

Motorways

Holders of provisional car and motorcycle licences aren't allowed to drive on a motorway.

Full licence

To obtain your full licence you **MUST** pass a theory test, followed by a practical test for the category of vehicle you wish to drive. You'll then be able to drive unaccompanied and on a motorway. Your car licence also allows you to drive a light van of up to 3.5 tonnes maximum laden weight, but different speed limits apply to vans over 2 tonnes maximum laden weight.



Electronic driver record

On 8 June 2015, the paper counterpart to the photocard driving licence was discontinued. Details of the vehicles you can drive and any penalty points or bans you've received are now stored electronically. You can view this information at www.gov.uk/view-driving-licence

You can also share this information with anyone who needs to see your details (for example, an employer or car-hire company) by generating a 'check code'. Visit the link above for more information.

Note: if you have a paper driving licence that was issued before the photocard licence was introduced in 1998, it remains valid.

Visitors and new residents

Visitors and new residents with a full, valid EC/EEA driving licence may use that licence to drive/ride a car or motorcycle in Great Britain until they're 70 years old, or for three years after becoming resident in Great Britain, whichever is longer. If your EC/EEA licence was obtained by exchanging a non-EC/EEA licence, you may drive/ride on your licence in Great Britain for no more than 12 months.

Those with licences from outside the EC/EEA may drive/ride a car or motorcycle in Great Britain for up to 12 months from the date they last entered or became resident in this country. After this period, they must obtain a full British licence.

If you come from certain designated countries (see www.gov.uk for more details), you may exchange your full driving licence for a British one within five years of becoming a resident. If you come from any other country, you can obtain a full British licence by applying for a British provisional licence and passing a British driving test.

Different rules apply if you wish to drive a lorry, minibus and/or bus. See www.gov.uk for full details.

Renewing your driving licence

You must renew a photocard licence every 10 years. You'll receive a reminder in the post before your current licence ends. There are three ways to renew:

1. online at www.gov.uk
2. at a participating post office (find your nearest suitable post office at postoffice.co.uk/uk-driving-licence-photocard-renewal)
3. by post with DVLA (visit www.gov.uk for more details).

Your driving licence should arrive within one week if you apply online.

Renewing your driving licence if you're 70 or over

All drivers must renew their licence at the age of 70, and every three years thereafter.

You can renew online at www.gov.uk for free if you're 70 or over (or soon will be). Alternatively, you can apply by post using the D46P application form. DVLA will automatically send you this form 90 days before your 70th birthday. If you haven't got the D46P form, you can use a D1 Application for a driving licence form, which you can get from your local post office.

Insurance

The registered keeper of a vehicle **MUST** make sure the vehicle has motor insurance unless it's kept off the road and a Statutory Off-Road Notification (SORN) has been made (see later in this section). As part of Continuous Insurance Enforcement (CIE), the registered keeper will be notified when their vehicle appears to be uninsured. If they don't act on the letter and insure the vehicle, they'll risk

- a fixed-penalty fine of £100
- a court prosecution and a fine of up to £1000
- having the vehicle clamped, seized and destroyed.

It's the driver's responsibility to make sure that they're insured to drive the vehicle they're using. Uninsured drivers can now be detected by the police and roadside automatic number-plate recognition (ANPR) cameras, which are linked to the motor insurance database. The penalties for uninsured drivers include

- an unlimited fine
- 6–8 penalty points on their licence
- having the vehicle seized by the police, taken away and destroyed.

Motor insurance can be arranged online or in person with an insurance company, broker or other insurance provider.

Types of insurance

Third-party

This is the legal minimum and generally the cheapest insurance cover. 'Third party' means anyone you might injure or whose property you might damage. You're not covered for damage to the vehicle you're driving or injury to yourself.

Third-party, fire and theft

This is the same as third-party, except that it also covers you against your vehicle being stolen or damaged by fire.

Comprehensive

This is the best type of insurance, but the most expensive. Apart from covering other persons and property for injury and damage, it also covers damage to your vehicle. Additional benefits, such as cover for the contents of the vehicle, may be offered.

The cost of insurance

This depends on a number of factors, including

- your age; the younger you are, the more it will cost, especially if you're under 25
- whether you've completed the Pass Plus scheme
- how long you've been driving
- the make and power of your vehicle
- where you live and keep your car overnight
- how you intend to use your vehicle
- when and how you drive (with telematics insurance)
- any court convictions and fixed-penalty offences
- any no-claims discount you've earned.

It can also vary from one insurer to another, so it pays to shop around.

You must answer all questions on the insurance application honestly as, in the event of a claim, your policy could be worthless if the insurance company discovers that you haven't told the truth. They then have the right to void the policy, which would leave you open to prosecution for being uninsured. For example, a young person is committing fraud if they state that an older, more experienced driver is the main user of their vehicle to reduce the cost of their cover. This is known as 'fronting' and insurance companies look out for it.

Telematics insurance

These policies (also known as black box insurance) offer a personalised price for car insurance based on when and how you drive. A 'black box' is fitted into your car and uses GPS technology to measure your driving performance.

Your insurer uses this information to calculate your premiums. The idea is that by driving safely you can save money but poor driving could result in your premiums increasing.

What's insured

This also varies from company to company. Read your insurance policy carefully and ask your insurer or broker if you're in any doubt. Otherwise you might have difficulties when you claim.

If you do make a claim, you'll often have to pay part of the cost yourself – this is called the 'excess', and it's usually higher for young and inexperienced drivers.

Before driving someone else's vehicle, check your insurance cover. You're probably only covered for third-party risks. You might not be covered at all!



Insurance documents

Certificate of insurance

This short and simple document shows

- who's insured to drive the vehicle
- the vehicle covered
- the period of cover
- what type of use the vehicle is insured for
- whether there's cover to drive other vehicles.

Sometimes a broker will give you a temporary certificate or 'cover note' while you're waiting for the certificate.

Certificate of Motor Insurance	
Registration mark of vehicle	ANY 1234
Name of Policyholder	Mr A N Other
Effective date of the commencement of insurance for the purposes of the relevant law	01/03/12 (Non)
Date of expiry of insurance	01/02/13 (Non)
Persons or classes of persons entitled to drive	<ul style="list-style-type: none"> • The Policyholder • The Policyholder may also drive with the owner's permission a motor car not owned by the Policyholder and not hired or leased to the Policyholder under a hire purchase or annual leasing agreement • Any person named below who is driving on the Policyholder's order or with the Policyholder's permission: Mrs A N Other (Spouse) <p>provided that the person driving holds a licence to drive such motor car or has held and is not disqualified for holding or obtaining such a licence and is not breaking the conditions of their driving licence.</p>
Limitations as to use The Policy covers:	<ul style="list-style-type: none"> • use for social, domestic and pleasure purposes • use by the Policyholder or by the Policyholder's spouse each in person in connection with the business of the Policyholder or spouse
The Policy does not cover:	<ul style="list-style-type: none"> • use for racing, competitions, rallies, trials, track days or 4x4 off-road events • use for any purpose in connection with the motor trade • use to secure the release of a motor car, other than the vehicle identified above by its registration mark, which has been seized by, or on behalf of, any government or public authority
Certification	I hereby certify that the Policy to which this Certificate relates satisfies the requirements of the relevant law(s) published in Great Britain and Northern Ireland, the Republic of Ireland, the Isle of Man, the Isle of Jersey, the Island of Guernsey and the Island of Alderney.
UK Insurance Limited Authorised Insurer	
Chief Executive	
Advice to third parties: Nothing in this Certificate affects your right as a third party to make a claim.	

A cover note normally lasts for one month.

Showing your certificate

Keep the certificate safe and produce it

- if the police ask you to
- if you're involved in an incident.

The policy document

This contains the full details of the contract between you and the insurance company and how to claim. Insurance companies also supply a summary of cover showing the main cover, terms and conditions. If there's anything you don't understand, ask your broker or the insurance company to explain.

→ Vehicle registration certificate (V5C)

A vehicle registration certificate (V5C), also known as a logbook, contains information about the vehicle. It shows

- the name and address of the vehicle's registered keeper
- information about the vehicle, including the make, model and engine size
- the date the vehicle was first registered.

The registered keeper is the person who's responsible for taxing the vehicle, even if they aren't the legal owner. If you're the registered keeper of a vehicle, it's your responsibility to keep the details of your V5C up to date. You must tell DVLA when

- you change your address
- you change your name
- you change any of the details of your vehicle (eg colour)
- you no longer have the vehicle.

You can update your V5C by filling in the relevant section and sending the whole form to DVLA, which will issue a new V5C. Informing DVLA ensures your V11 (tax reminder) is sent to the correct address, enabling you to tax your vehicle.

When a vehicle is sold, both the seller and the buyer must complete and sign the V5C and the seller must send the relevant part of the V5C to DVLA.

You can get more information about the V5C on the form itself, or from www.gov.uk

If you lose your V5C, you can request a replacement from DVLA, although a fee may be charged.



REMEMBER

- the registered keeper is responsible for informing DVLA in the event of any changes to their name, address or details of the vehicle
- the registered keeper must notify DVLA when they no longer have the vehicle
- the V5C isn't proof of ownership.



➡ Vehicle excise duty

This is also called road tax, vehicle tax or vehicle excise licence. You can pay your vehicle tax online at www.gov.uk. Alternatively, you can use DVLA's automated phone service on **0300 123 4321** or visit certain post office branches.

The paper tax disc is now a thing of the past. You still have to pay your vehicle tax, but you no longer receive a paper disc to display in your windscreen.

When you buy a vehicle, the tax is no longer transferred with it; you need to pay the tax yourself before you can use the vehicle. You can do this online, by telephone or at the post office, using the New Keeper Supplement (V5C/2) part of the vehicle registration certificate (V5C).

DVLA will send you a renewal reminder through the post when your existing vehicle tax is about to run out.

When you sell a vehicle, you should tell DVLA. They'll automatically send you a refund for any full calendar months left on your vehicle tax.

The registered keeper of a vehicle also needs to tell DVLA when the vehicle is off the road, or has been sold, transferred, scrapped or exported; otherwise they remain liable for taxing it. Once DVLA has been notified about a sale or transfer, or that the vehicle is off-road, it will issue an acknowledgement, which should be kept as proof that the vehicle record has been changed.

If you don't relicense your vehicle

Keepers who fail to relicense their vehicle (or make a SORN) incur an automatic penalty. DVLA carries out a computer check each month to identify untaxed vehicles. It's no longer necessary for the vehicle to be seen on a public road before a penalty is issued, but on-road enforcement will continue.



Statutory Off-Road Notification (SORN)

If you don't intend to use or keep the vehicle on a public road, you can make a SORN and then you won't have to pay vehicle excise duty (road tax). Once you've made a SORN, it will remain valid until the vehicle is taxed, sold or scrapped.

You can make a SORN by

- applying online at www.gov.uk
- contacting DVLA on 0300 123 4321 or minicom 0300 790 6201
- filling in a SORN declaration form V890 and sending it to DVLA. These forms are available from licence-issuing post office branches or can be downloaded from www.gov.uk
- filling in the relevant section of your renewal reminder form V11 and taking it to a licence-issuing post office branch
- using form V14 Application for a refund of vehicle tax, if you're also applying for a refund and the vehicle is to remain in your possession.

Remember, to keep a vehicle untaxed and off the road, the registered keeper **MUST** make a SORN. If you don't and you ignore any subsequent reminders sent to you as the registered keeper, then you risk

- a fixed-penalty fine of £100
- court prosecution and a fine of up to £1000
- having the vehicle clamped, seized and destroyed.

→ The MOT test

The MOT test applies to most motor vehicles three years old and over. If your vehicle is more than three years old and isn't exempt from the MOT test, you must have a current MOT test certificate. You won't be able to renew your vehicle excise licence without it.

Motor vehicles manufactured before 1 January 1960 are exempt from the requirement to have an MOT – although they can be submitted for a test voluntarily. Owners are still legally required to ensure that these vehicles are safe and in a proper condition to be on the road.

Certain vehicles, including the following, **MUST** be tested one year after registration and annually thereafter

- large goods vehicles (LGVs) over 3.5 tonnes gross weight
- passenger-carrying vehicles (PCVs) with more than eight seats
- ambulances
- taxis.

The purpose of the MOT test is to ensure that your vehicle's safety and environmental systems and components meet the required minimum legal standards.

The test must be carried out every year by a vehicle testing station appointed by the Driver and Vehicle Standards Agency (DVSA).

For details of DVSA's MOT text reminder service, see www.gov.uk

You can have your vehicle tested as much as one month before the current certificate runs out. The expiry date of the new certificate will be one year after the expiry date of the old one.



Your certificate

An MOT test certificate isn't a guarantee that the vehicle will remain roadworthy and comply with the minimum standards of the certificate. Neither does it imply that the engine and transmission systems are in good condition – these items aren't critical to safety and aren't covered by the MOT test.

MOT Test Certificate		VOSA	<small>Warning: In my opinion, the vehicle is dangerous to drive because of defects as shown in the failure and / or advisory columns.</small>
Test Date	Vehicle Registration Mark	Additional Information	
Model	Vehicle Identification Number		
Colour	Test Date		
Owner's Name	Expiry Date		
Signature or stamp	Initials		
Delivery Date	Test Station		
Additional Information			
Insurer's Authority		Test Station	
<small>Authorised MOT document This document is a statutory test certificate showing that an MOT Test was carried out. The DVSA is the Driver and Vehicle Standards Agency (DVSA), a directorate of MOT. A MOT test is a check of the condition of the main components of the vehicle at the time of the test. It is not a guarantee of the vehicle's safety. A MOT test does not cover all parts of the vehicle. It is the responsibility of the vehicle owner to make sure that the vehicle is safe. If you are in doubt about the safety of your vehicle, contact a DVSA-registered MOT test station or your MOT tester. An MOT test is not a guarantee of the vehicle's safety. For further information, see the MOT Testers' Guide or visit the DVSA website at www.gov.uk.</small>			
<small>Page 1 - end of MOT document</small>			

Fees

Ask any vehicle testing station about their current test and retest fees.

The maximum fee that may be charged is set by the government and depends on the type of vehicle. See www.gov.uk/getting-an-mot/mot-test-fees for the latest figures.

Failure

If your vehicle fails its MOT and you want to continue to use it, you must make arrangements to have the necessary repairs carried out without delay. The vehicle must pass a retest before it's used on the road, except when

- driving it away from the testing station after failing the test
- driving to and from a garage carrying out the repairs
- driving to an MOT test appointment booked in advance.

Even in these circumstances you can still be prosecuted if your car isn't roadworthy under the various regulations governing its construction and use. In addition, check that your insurance cover remains valid.

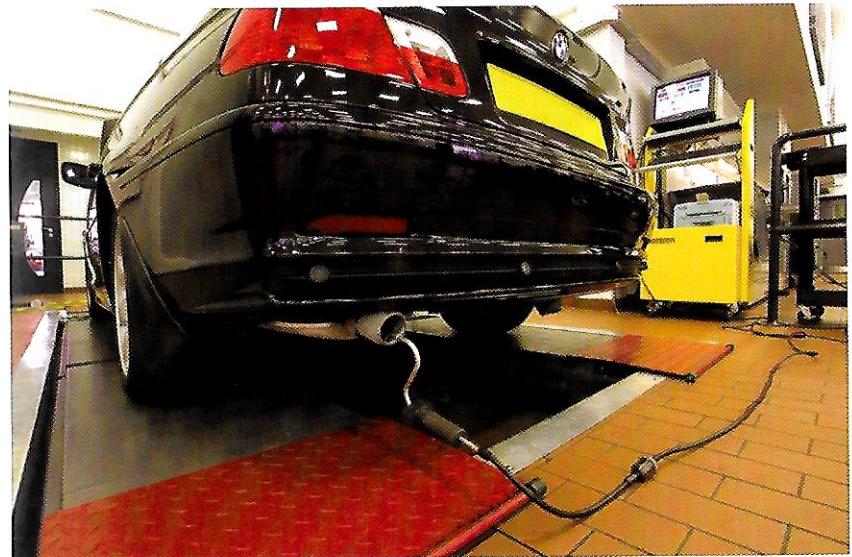
You can go online at www.gov.uk to check your vehicle's MOT status and history.

Appeals

If you consider the vehicle has been incorrectly failed, you have the right to appeal. Information on how to appeal may be obtained at www.gov.uk

Exhaust emission limits

Remember, the test includes a strict exhaust emission test. This means your engine must be correctly tuned and adjusted.



There are prescribed emission limits for the engines of vehicles registered after 1975 and the MOT test will check that these limits aren't exceeded.

→ Roadworthiness

You must ensure that the vehicle you intend to drive

- is legally roadworthy
- is insured for you to drive
- has a current MOT test certificate if required
- has a valid vehicle excise licence.

Components that need checking include the following.

The braking system

The vehicle's brakes, including the parking brake (also known as the handbrake), must be in good working order and correctly adjusted.

Tyres

All tyres on the vehicle **MUST** meet current requirements for condition and depth of tread (see section 14).

**Lights/indicators**

All lights, including lenses and reflectors, must be in working order, even during daylight hours.

Exhaust

A silencer must be fitted which reduces noise to an acceptable level.

For cars and light goods vehicles, exhaust emissions mustn't exceed the prescribed limits. Any MOT testing station will be able to tell you the limits for your vehicle.

For best fuel economy, have the engine tuned according to the manufacturer's recommendations.

Instruments and equipment

Appropriate mirrors must be fitted.

All instruments and equipment must be in good working order, including

- speedometer
- horn
- windscreens wipers and washers.

Vehicle modifications

Some vehicle modifications, such as heavily tinted windows, may restrict vision. Others may potentially endanger pedestrians, as in the case of bull bars.

Disability modifications

If your vehicle has been adapted for your disability, make sure that the modifications don't affect the safe control of the vehicle.

➡ The Highway Code

The Highway Code contains essential advice for all road users.

A set of rules

Its purpose is to prevent road traffic incidents by ensuring that we all adopt the same rules when we use the road.

Road traffic law has developed over the years into a comprehensive set of rules, many with underpinning legislation. Use of **MUST** or **MUST NOT** in red within a rule indicates that direct legislation applies, and a reference to that legislation also appears beneath the rule.

If you disobey these rules you're committing a criminal offence. The Highway Code explains these rules as simply as possible, to make them easy to understand.

Road traffic law changes from time to time, and so do the penalties for breaking it. Make sure you keep up to date. The Highway Code is updated frequently, and you should study and apply the contents of the current edition.

Road signs and signals

You **MUST** know and comply with

- all traffic signs and road markings
- signals given by police officers, traffic wardens, school crossing wardens, traffic officers, DVSA officials and any other authorised person (for example, road workers operating 'stop/go' boards)
- traffic signals at
 - junctions and crossroads
 - roadworks
 - narrow bridges
 - pedestrian crossings
 - fire and ambulance stations*

- level crossings*
- tramway (light rail transit) crossings.

*usually red flashing lights

Road safety

In everyday driving, you need to follow the rules set down in The Highway Code for your own safety and that of all road users.

Even if you're an experienced driver, you need to know The Highway Code thoroughly and apply it in your everyday driving.

You **MUST NOT** drive

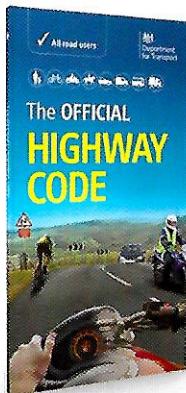
- dangerously
- without due care and attention
- without reasonable consideration for other road users.

Although not all the rules in The Highway Code are legal requirements, they can be used in court proceedings to establish liability and support prosecutions under the Traffic Acts.

Look on The Highway Code as an aid to safe driving.

Don't look on it as a restriction.

The Highway Code is available as a book, an eBook, an interactive CD-ROM and an iPhone app, as well as in British Sign Language.



Seat belts

Seat belts save lives and reduce the risk of injury. Unless you're exempt, you must wear a seat belt if one is available.

The following table summarises the legal requirements for the wearing of seat belts. It's important that seat belts are always correctly adjusted and are comfortable, with both the lap belt and the diagonal belt, where available, protecting the body.

The driver is responsible for ensuring that all children under 14 years old wear seat belts or use an approved child restraint.

You may temporarily release your seat belt while carrying out any manoeuvre involving reversing. However, you **MUST** refasten it once the manoeuvre has been completed.

If an inertia reel seat belt has temporarily locked because the vehicle is parked on a gradient, you may move the vehicle to release the mechanism. As soon as the mechanism has released, you should stop and put on the belt.

	Front seat – all vehicles	Rear seat – cars and small minibuses*
Driver	Seat belt MUST be worn if fitted	–
Child under 3 years old	Correct child restraint MUST be used	Correct child restraint MUST be used*
Child from 3rd birthday up to 1.35m in height (or 12th birthday, whichever they reach first)	Correct child restraint MUST be used	Correct child restraint MUST be used where seat belts fitted**
Child over 1.35m (approx 4ft 5ins) in height, or 12 or 13 years	Adult seat belt MUST be worn if available	Adult seat belt MUST be worn if available
Adult passengers aged 14 years and over	Seat belt MUST be worn if available	Seat belt MUST be worn if available

* If the correct child restraint isn't available in a licensed taxi or private hire vehicle, the child may travel unrestrained.

** If the correct child restraint isn't available in a licensed taxi or private hire vehicle, or for reasons of unexpected necessity over a short distance, or where two occupied child restraints prevent fitment of a third, then an adult seat belt **MUST** be worn.

Carrying children

A child restraint appropriate to the child's weight and size **MUST** be used when carrying children under 1.35 metres tall. Types of restraint include

- baby seat
- child seat
- booster seat
- booster cushion.

Child seat restraints **MUST** be correctly fitted in accordance with the manufacturer's instructions. If in doubt, seek specialist advice.

Adults **MUST NOT** put one seat belt around both themselves and an infant on their lap. This doesn't comply with the law and could result in severe internal, and/or fatal, crush injuries to the child in the event of a crash.

When carrying children in a vehicle, you should also ensure that

- they're kept under control
- child safety door locks are used, where fitted
- they don't sit behind the rear seats in an estate car or hatchback, unless a special child seat has been fitted.



Learn more about carrying children safely and car seats at this website.

childcarseats.org.uk



Airbags

Rear-facing child seats **MUST NOT** be used in a seat protected by an airbag. In a collision, the airbag would hit the child seat with such force that the child would almost certainly receive serious or fatal injuries.

Smoking in your vehicle

From 1 October 2015, it's illegal to smoke in a private enclosed vehicle if one or more of the occupants is under 18.

This means that it's an offence

- for a person of any age to smoke in a private vehicle that's carrying someone under 18
- for a driver (including a provisional driver) not to stop someone smoking if one of the occupants is under 18.

The rules don't apply to e-cigarettes.

→ Loading your vehicle

It's your responsibility as a driver to ensure that your vehicle isn't overloaded.

Never exceed the weight limits for your vehicle as this can be dangerous. It will also mean that your vehicle uses more fuel as the engine has to work harder.

You **MUST** also ensure that any load

- is fastened securely
- doesn't obscure your view
- doesn't stick out dangerously.

Make sure that any objects or animals you carry are secured safely.



- Dogs should be strapped in with a special car harness or travel behind a grille. Other animals should be carried in cages or special carry-boxes, which should be secured with the seat belt.

- Make sure packages are securely stored, preferably in the boot of the vehicle, where they should be strapped down or wedged in to stop them moving around.

If you do need to carry packages inside the car, make sure that they won't move if you have to brake or turn suddenly. In particular

- strap down any large or heavy object with the seat belt
- don't put anything where it would obstruct your vision
- don't carry any items in the driver's footwell. If you put something elsewhere on the floor, make sure that it can't roll around the vehicle.

Carrying a heavy load may have an effect on the handling of your car, so

- allow a greater stopping distance
- adjust your headlights and increase your tyre pressure to take account of the load
- distribute the weight evenly, as any change to the vehicle's centre of gravity will affect the braking and steering.

Consider fitting

- a specially designed roof box to carry bulky items. This is streamlined to save fuel and will also hold the load more securely
- special cycle racks on top of or behind the car to carry cycles more securely. If they're fitted behind the car, make sure that the number plates and lights aren't obscured.



Section three

→ The controls

This section covers

- Your vehicle handbook
- Driving position
- The hand controls
- The foot controls
- Switches
- Other controls