

DRIVE SMART

THE GUIDE TO
GETTING YOUR
LICENSE

DRIVING RESPONSIBLY
& STAYING SAFE
ON THE ROAD

CONTENTS

| PAGE | |
|------|--|
| 2 | LETTER FROM THE PRINCIPAL |
| 3 | IN THE BEGINNING: FIRST DAYS OF DRIVING |
| 4 | DRIVING WITH YOUR CHILD POSITIVE PARENTING TIPS |
| 5 | TOP DRIVING MISTAKES DON'T BE DISTRACTED |
| 6 | NEW YORK STATE DRIVING LAWS |
| 7 | KNOW THE LAW: DRIVING, DRINKING AND OTHER DRUGS |
| 8 | BE PREPARED: BAD WEATHER DRIVING TIPS EMERGENCY KIT |
| 9 | IF YOU GET INTO AN ACCIDENT ACCIDENT REPORT FORM |
| 10 | EVALUATING CARS FOR TEENAGERS TO DRIVE |
| 11 | PARKING RULES AT HGHS |
| 12 | IMPORTANT FACTS ABOUT DRIVING IN WESTCHESTER COUNTY |
| 13 | DRIVING CONTRACT BETWEEN PARENT AND TEEN |

A LETTER FROM THE PRINCIPAL OF HORACE GREELEY HIGH SCHOOL

Dear Parents and HGHS Students:

I remember well the joy I felt upon first receiving my driver's license. I was well aware of the great freedom I suddenly thought was mine. I was almost entirely unaware of the great responsibility I suddenly held. Many years later, I have a better sense of the responsibility I owe to myself, to my passengers, and to all with whom I share the road.

The wonderful intent of this book is to help today's new drivers become more quickly aware of that responsibility. I urge all students (and their families) who are about to receive or who have recently received their licenses to read this book carefully and to appreciate both its wisdom and the love and care with which it has been compiled. Thank you to all who have put time and effort towards this publication. To all who read it, please drive thoughtfully and safely.

Sincerely,



Andrew Selesnick
Principal

**“AS A GROUP,
DRIVERS
TAKE
BETWEEN
5 AND 7
YEARS TO
REACH
MATURE
RISK LEVELS
OF DRIVING
SKILL.”**

—AAA FOUNDATION

IN THE BEGINNING

IN ORDER TO BE A COMPETENT DRIVER, YOUR MIND AND BODY WORK TOGETHER TO SUCCESSFULLY INTERPRET A COMPLEX MIX OF STIMULI. COGNITIVE, PERCEPTUAL AND PSYCHOMOTOR TASKS ARE EMPLOYED SIMULTANEOUSLY AS YOU REACT TO A VARIETY OF SITUATIONS. WHEN YOU START OUT DRIVING, IT IS ESSENTIAL TO LEARN HOW TO INTEGRATE THE VARIOUS TASKS TO ACHIEVE THE SAFEST PERFORMANCE POSSIBLE.

FOLLOW THESE 3 IMPORTANT RECOMMENDATIONS FOR THE FIRST DAYS OF DRIVING.

1

Go to an empty parking lot for your first driving experiences. Practice driving straight ahead, stopping, turning and passing objects.

2

Progress to low-traffic roads in a park for practice on curved roads.

Parents

Provide additional practice for nighttime and highway driving, as well as adverse road conditions such as snow, ice, rain, sand and wet leaves.

3

Then, try quiet streets in your neighborhood, like cul-de-sacs, and practice passing parked cars, meeting oncoming traffic and crossing intersections.

“PARENTS SHOULD DRIVE WITH THEIR CHILDREN FROM TIME TO TIME, EVEN AFTER THEY GET THEIR LICENSES.”

Frequent supervised driving during the Permit Phase is the key to gaining the best experience before you get your license. The new law which requires 20 supervised driving hours along with the NYS Driver Education course will promote a safer, young driver.

DRIVING WITH YOUR CHILD

USE THIS CHECKLIST TO HELP YOUR TEENAGER DEVELOP SAFE DRIVING SKILLS. **MAKE SURE YOUR CHILD.....**

- Knows the location of all dashboard instruments and safety devices before driving.
- Wears a safety belt at all times.
- Grips the steering wheel correctly.
- Is aware of other drivers' blind spots.
- Checks blind spots before changing lanes.
- Is aware of tailgaters and how to deal with them.
- Anticipates changing traffic lights.
- Checks mirrors frequently.
- Uses horn appropriately.
- Signals before turns and lane changes.
- Anticipates braking situations.
- Is comfortable while driving.
- Uses high and low beams appropriately.
- Adjusts speed to road, traffic and weather conditions.
- Maintains enough space between cars on all four sides.
- Brakes smoothly.
- Slows down and evaluates intersections before entering.
- Sets emergency brake or parking brake before leaving vehicle.
- Demonstrates smooth movements and coordination when turning.
- Obeyes traffic laws—including speed limits.
- Knows how to pump gas, check fluid levels.
- Maintains a safe following distance (1 car length for every 10 mph).
- Adjusts mirrors and seat properly.

POSITIVE PARENTING TIPS

- * When you drive, set a good example for your teenager.
- * Do not use a radar detector.
- * Schedule frequent, short practice sessions (30 minutes or less).
- * Expose your teen to various driving conditions (wet roads, snow, curvy roads, night driving).
- * Give all directions clearly, calmly and in plenty of time for your teen to follow.
- * Make positive remarks frequently.
- * Be patient. Staying calm instills confidence in your teen.
- * If you feel uncomfortable instructing your teen, find another adult to fill in or hire a professional driving instructor.
- * If you have more than one family car, make sure your teen practices on all.
- * Expose your teen to higher risk driving situations such as highway driving, merging into traffic and passing on the highway before your teen takes the road test.

10 MOST COMMON DRIVING MISTAKES

THESE DRIVING ERRORS ARE THE TOP CAUSES OF INJURIOUS CAR ACCIDENTS.

| | |
|----|---|
| 1 | Excessive speed |
| 2 | Failure to wear a seat belt |
| 3 | Not paying attention |
| 4 | Distraction inside the car |
| 5 | Inadequate defensive driving techniques |
| 6 | Incorrect assumptions about the other driver |
| 7 | Tailgating or not leaving enough space between vehicles |
| 8 | Entering traffic flow without properly checking for other cars |
| 9 | Pulling into the passing lane without enough distance between cars |
| 10 | Not checking behind for oncoming cars when pulling away from the curb |

DON'T BE DISTRACTED!

TIPS ON HOW TO KEEP FOCUSED WHILE DRIVING

- * Keep both hands on the steering wheel at all times.
- * Limit the number of passengers to one person if you're a junior driver.
- * Keep the radio volume low so you can hear honking horns
- * Ask your passenger to change the radio station.
- * Do not eat while driving.
- * Do not use a cell phone while driving; it is illegal. Pull over, then call.
- * Do not light or smoke cigarettes while driving.
- * Do not fix your hair or apply make-up while driving.

“THE CRASH RATE FOR 16-YEAR-OLD DRIVERS IS 15 TIMES HIGHER THAN THAT OF 20-TO 24-YEAR-OLDS.”

—NHTSA

NEW YORK STATE DRIVING LAWS

PERMIT NYS RESIDENTS MAY OBTAIN A LEARNER'S PERMIT UPON HIS/HER 16TH BIRTHDAY. THE APPLICANT MUST BRING HIS/HER SOCIAL SECURITY CARD, PASS A SHORT KNOWLEDGE TEST, TAKE A VISION TEST AND PAY A FEE.

- * Permit holders are required to have a fully licensed supervising driver 21 years of age or older in the accompanying front seat at all times.
- * No more than 2 passengers under 21 are allowed in the vehicle unless they are immediate family members.
- * All passengers must be properly belted.
- * Permit holders are NOT allowed to drive on the Cross County, Hutchinson River, Saw Mill River, and Taconic State Parkways in Westchester County.
- * Permit holders must present a completed certification of 20 hours of supervised driving signed by a parent or guardian and complete a 5-hour safe driving course before taking the road test.
- * All junior permit holders in Westchester MUST complete 6 months of valid learner permit status and pass the road test for a "full" junior license.

JUNIOR LICENSE A "FULL" JUNIOR LICENSE ALLOWS WESTCHESTER RESIDENTS TO DRIVE INDEPENDENTLY BETWEEN THE HOURS OF 5 AM AND 9 PM, EXCEPT IN NEW YORK CITY.

- * No more than 2 passengers under 21 are allowed in the vehicle unless they are immediate family members.
- * Driving without a supervising driver after 9 pm is NOT allowed except between work or school and home. The term "school" does NOT include extracurricular activities such as sports or social events for which no scholastic credits are given.

SENIOR LICENSE TO RECEIVE A FULL LICENSE PRIOR TO AGE 18, A JUNIOR LICENSED DRIVER MUST BE AT LEAST AGE 17 AND HAVE A STUDENT CERTIFICATE OF COMPLETION FROM A NYS CERTIFIED DRIVER'S EDUCATION COURSE.

NOTE: ONLY SENIOR LICENSED DRIVERS (CLASS D) ARE ALLOWED TO DRIVE IN NEW YORK CITY.

ALTERED LICENSE (FAKE ID) POSSESSION OF A FALSELY MADE, COMPLETED OR ALTERED DRIVER LICENSE IS A SERIOUS CRIME!

KNOW THE LAW DRIVING, DRINKING AND OTHER DRUGS

- 1** Zero Tolerance Law for alcohol use while driving applies to all drivers age 16 until the day before their 21st birthday. The drinking age in NYS is 21. Anyone who exceeds a blood alcohol content of .02 to .05 is in violation of the Zero Tolerance Law. If found guilty, your license will be suspended for 6 months and you must pay a civil penalty of \$100 or more. Upon a second offense, a license will be revoked for 1 year or until age 21, whichever is longer.
- 2** Drivers registering a BAC over .05 to .08 are DWAI (driving while abilities impaired). This is an arrest requiring an appearance in criminal court and mandates a 90-day suspension for senior licenses. DWAI is a traffic violation.
- 3** Driving while ability impaired by drugs is considered an A Misdemeanor which carries the same penalty as DWI (driving while intoxicated). Any detectable level of impairment will result in an arrest, regardless of blood level alcohol (as in accordance with law 1192.3). Drivers will be arrested, finger printed and photographed and are subject to possible jail time, community service and participation in a drug rehabilitation program. Zero Tolerance Law rules apply for drivers under the age of 21.
- 4** Police have the right to investigate drivers under “reasonable suspicion” who are driving too slowly, weaving or exhibiting impaired reaction time and motor coordination. They have a right to ask drivers to perform a field sobriety test and request the driver take a chemical test. Drivers refusing a pre-screen test can be charged with a traffic violation for each refusal. The officer has the option to arrest and escort the driver to the police station. If the driver refuses the chemical test at the station his/her license can be immediately suspended until a court hearing is arranged.

**“52% OF TEENAGE MOTOR VEHICLE DEATHS
IN 2002 OCCURRED ON FRIDAY, SATURDAY
AND SUNDAY. 41% OF TEENAGE CAR DEATHS
OCCURRED BETWEEN 9 PM AND 6 AM.”**

—Insurance Institute for Highway Safety.

PARENTS: ADULTS WHO PROVIDE OR ALLOW THE USE OF ALCOHOLIC BEVERAGES ON THEIR PREMISES BY UNDERAGE PERSONS MAY FACE BOTH CRIMINAL AND CIVIL LIABILITIES.

BE PREPARED BAD WEATHER DRIVING TIPS

- * If you do not have to drive, DON'T.
- * Schedule extra travel time.
- * Always turn on your headlights. It is the law when wipers are on.
- * Slick roads require more stopping distance; stay two car lengths behind car in front of you. Put car in 4WD if applicable.
- * Know before you skid how to apply brakes. Do you have ABS brakes or Rear Disc brakes?
- * Bridges and overpasses freeze first; watch for icy patches.
- * Leave a window open to help prevent fogging.
- * If stuck on ice or snow, place floor mats under tires for traction.
- * Be sure your tail pipe is clear of snow and ice before starting your car to protect against carbon monoxide poisoning.

**IN 2000, 4877
TEEN DEATHS
WERE A
RESULT OF
PREVENTABLE
CRASHES.**

—NHTSA

ESSENTIAL EMERGENCY EQUIPMENT

- FLASHLIGHT
- REFLECTORS
- SNOW BRUSH
AND ICE SCRAPER
- CELL PHONE
- JUMPER CABLES
- BLANKET
- FIRST AID KIT

ACCIDENT KIT

- 1 Pen and paper
- 2 Accident report form (see next page)
- 3 Copy of the vehicle's registration
- 4 Copy of the vehicle's insurance ID card. Make sure you keep it current.
- 5 Disposable camera
- 6 Telephone numbers of the police, towing service, your doctor, insurance agent and parents' home, work and cell phone numbers
- 7 Special instructions about flat bed towing, hospital preference, back-up emergency numbers

**SEAT BELTS SAVE LIVES. IN 2003, ALMOST 2/3 OF
16- TO 20- YEAR-OLDS WHO DIED IN PASSENGER
VEHICLE CRASHES WERE NOT WEARING SEAT BELTS**

—NHTSA

IF YOU GET INTO AN ACCIDENT...

ACCIDENT REPORT FORM

> **1** <

If you're able to drive, pull off the road to a safe location to exchange information.

> **2** <

In all situations, call the police immediately. Stay calm.

> **3** <

If there are any injured persons, do not try to move them.
(You may exacerbate the injury.)

> **4** <

If there is severe damage to the car (or if it is leaking or the tires appear damaged), wait at a safe distance for the police. Do not move the car.

"MOST ACCIDENTS OCCUR WITHIN A 1-MILE RADIUS OF YOUR HOME."

HERE'S WHAT YOU WILL NEED TO KNOW FOR AN ACCIDENT REPORT FORM.

- * Date, time of day, weather conditions and road conditions (i.e. wet leaves, rain, snow, ice, sand, etc.)
- * Name, address and phone number of the driver(s) and all passengers of all vehicles involved
- * Name, address and policy number for the insurance company of each involved vehicle
- * Name, address and phone number of any witnesses

EVALUATING CARS FOR TEENAGERS

ACCORDING TO THE INSURANCE INFORMATION INSTITUTE, THE BEST CAR FOR YOUR TEENAGER MAY BE YOUR BRAND NEW CAR. THE INSURANCE INSTITUTE FOR HIGHWAY SAFETY, ALONG WITH THE FEDERAL DEPARTMENT OF TRANSPORTATION (DOT) AND CONSUMER REPORTS ALL RANK CARS ACCORDING TO THEIR CRASHWORTHINESS.

- Recommended crash protection features include front and side airbags, a side curtain airbag, crash protection beams, traction control, daytime running lights and antilock brakes.
- Weigh the advantages and disadvantages of SUVs. Novice teenage drivers often make abrupt steering maneuvers or overcorrect a driving error which can cause rollovers.
- Be aware of low-riding cars and the potential for damage from curbs, speed bumps, snow banks and high-riding SUVs. Carefully evaluate the crash protection of compact vehicles.
- Avoid older vehicles. Most of today's cars are better designed for crash protection than cars 6-10 years ago. A newer, mid-sized car with airbags would be better than an older, larger car without airbags.

Do visit the website www.hywsafety.org to obtain crash test results on any car you may consider purchasing.

“TEENAGERS SHOULD DRIVE VEHICLES THAT REDUCE THEIR CHANCES OF A CRASH AND OFFER STATE-OF-THE-ART PROTECTION IN CASE THEY DO CRASH.”

—Insurance Institute for Highway Safety

PARKING RULES AT HORACE GREELEY HIGH SCHOOL

PARKING IS A SENIOR PRIVILEGE. SENIORS WHO ARE LICENSED DRIVERS AND WISH TO PARK AT SCHOOL MUST APPLY FOR A PARKING STICKER FROM THEIR CLASS PRINCIPAL. ONLY ONE STICKER WILL BE ISSUED TO EACH ELIGIBLE SENIOR AND IT IS NOT ALLOWED TO BE GIVEN TO ANYONE OTHER THAN THE PERSON TO WHOM IT WAS ISSUED. SENIORS MAY PARK IN THE SENIOR LOT OR BEHIND THE GYM ONLY. ONLY SENIORS ARE FREE TO LEAVE CAMPUS DURING THEIR UNASSIGNED TIME.

PARKING REGULATIONS

- * **THE SPEED LIMIT ON CAMPUS IS 15 MPH.**
- * **STUDENTS MAY NOT CONGREGATE IN PARKING LOTS.**
- * **SENIORS MAY NOT TAKE ANY UNDERCLASSMEN OFF CAMPUS DURING SCHOOL HOURS.**
- * **NO RECKLESS DRIVING OR PARKING IN UNAUTHORIZED AREAS WILL BE TOLERATED.**
- * **NO LEFT-HAND TURNS SHOULD BE MADE INTO OR OUT OF PARKING LOTS PARALLEL TO THE SOCCER FIELD.**
- * **DIRECTIONS FROM THE PARKING LOT ATTENDANT MUST BE FOLLOWED AT ALL TIMES.**
- * **VIOLATION OF ANY ONE OF THESE REGULATIONS IS CAUSE FOR A STUDENT TO LOSE PRIVILEGES TO PARK ON CAMPUS, AND MAY LEAD TO FURTHER DISCIPLINARY ACTION.**

AFTERNOON PICK-UP

After school, parents picking up students should arrive no earlier than 2:45 pm. Starting at 2:00 pm the campus will be closed to all but emergency vehicles, buses and faculty or staff arriving on campus. At 2:45 pm, when buses are leaving Greeley, parents will be able to enter the campus and pick up their students at curbside (where the buses currently pick up students). This system will prevent pedestrian accidents on campus. Students and parents or guardians must follow directions given by the attendant as well as those on the posted signs (e.g. speed limits, drop-off points). Safety is the responsibility of all drivers who enter the campus.

DRIVING IN WESTCHESTER COUNTY

OUTSIDE OF NYC, WESTCHESTER COUNTY, NY IS THE THIRD MOST POPULOUS COUNTY IN NEWYORK STATE BEHIND NASSAU AND SUFFOLK. AN AVERAGE OF OVER 50 FATAL CAR ACCIDENTS OCCUR EACH YEAR IN WESTCHESTER COUNTY ALONE. NEARLY 20,000 REPORTABLE ACCIDENTS OCCUR YEARLY FOR WESTCHESTER COUNTY ACCORDING TO THE NYS DMV.

**IN 2003
NEW CASTLE
RECORDED
123 PERSONAL
INJURY ACCIDENTS.
ALMOST 25%
INVOLVED
DRIVERS UNDER
THE AGE OF 20.
(AVERAGE AGE: 17)
—NCPD**

WESTCHESTER ROAD DANGERS

- * WINDY, NARROW AND HILLY ROADS
- * FEW STREET LIGHTS
- * NO ROAD SHOULDERS
- * NUMEROUS BLIND SPOTS, SHARP CURVES
- * DEER AND OTHER WILDLIFE ACCIDENT RISKS
- * INCREASED RISK OF ICE, SNOW AND FOG NORTH OF I-287
- * PEDESTRIAN TRAFFIC DUE TO LACK OF SIDEWALKS

**IN OUR AREA 2 OUT OF 3 TEEN
PASSENGERS KILLED IN CAR CRASHES
WERE RIDING WITH A TEEN DRIVER
—WESTCHESTER MEDICAL CENTER**

I PROMISE TO... AN AGREEMENT BETWEEN PARENT AND TEEN

THE FOLLOWING IS A SAMPLE CONTRACT THAT MANY PARENTS FIND USEFUL IN SETTING A CODE OF RULES AND EXPECTATIONS FOR THEIR NEW TEENAGE DRIVERS

We _____ and _____
(NAME OF PARENT OR GUARDIAN) (NAME OF YOUNG DRIVER)

AGREE TO THE FOLLOWING CONDITIONS:

1. YOUNG DRIVER'S RESPONSIBILITY

(INITIAL ALL THAT APPLY)

I PROMISE TO.....

- ___ Always wear a seat belt and require my passengers to wear seat belts.
- ___ Obey all traffic laws and regulations. I will not speed.
- ___ Let my family know where I am going and call them when I get there.
- ___ Keep my parents informed about anticipated routes, delays and changes of plans.
- ___ Give my parents advance notice when I want to use the family car and be willing to help with errands.
- ___ Maintain at least 1/4 tank of gas in the car at all times.
- ___ Let my parents know of any noises or unusual performance of the vehicle.
- ___ Never drive another vehicle or permit anyone else to drive my car—except for predetermined emergencies identified by my family.
- ___ Strive to maintain the conduct, attitude and school work at the same level as when I was first granted my driving privileges.
- ___ Understand that driving is a privilege that has to be earned. My driving privileges may be revoked if an infraction of these rules occurs.

2. COSTS AND MAINTENANCE OF VEHICLE

_____ will be responsible for the following:

(NAME OF YOUNG DRIVER)

- | | |
|--|---|
| <input type="checkbox"/> Cost of vehicle | <input type="checkbox"/> Vehicle registration |
| <input type="checkbox"/> Cost of gas | <input type="checkbox"/> Damage costs |
| <input type="checkbox"/> Fines and penalties | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Other | |

3. OPERATOR IMPAIRMENT AS A RESULT OF ALCOHOL OR OTHER DRUGS

YOUNG DRIVER RESPONSIBILITY I promise to NEVER get behind the wheel of a car if I have been drinking or using other drugs. I will seek alternate, safe transportation or I will call you for advice.

I promise to NEVER be a passenger in a car in which the driver has been drinking or using other drugs. I will seek alternate, safe transportation or I will call you for advice.

PARENT OR GUARDIAN RESPONSIBILITY *Your health and safety is our number one concern.* We promise to come and get you or help you make other transportation arrangements if you are in any of the above situations, with no questions or arguments at that time. We expect that a discussion of such an incident would follow at a later time.

WE AGREE TO THE TERMS OF THIS CONTRACT, WHICH MAY BE REVISITED OR REVISED AT A LATER TIME.

(SIGNATURE OF PARENT OR GUARDIAN)

(SIGNATURE OF PARENT OR GUARDIAN)

(SIGNATURE OF YOUNG DRIVER)

(DATE)

SOURCES OF INFORMATION

Websites

www.iihs.org
www.nhtsa.dot.gov
www.nsc.org

Parenting Guides

www.cdc.gov/ncipc/factsheets
www.drivehomesafe.com
www.kidscontracts.com
www.wnyt.com/contract.html

For Teen Drivers

www.teendriving.com
www.roadreadyteens.com
www.cartipsandmore.com
www.teendrivers.com

Car Purchasing Information

www.edmunds.com
www.carfax.com
www.iii.org
www.carseverything.com
www.autopedia.com

Other Resources

www.aaa.com
www.nysdmv.com

THIS HANDBOOK IS A COLLABORATION OF TALENTS
AND COMMITMENT OF PARENTS FROM SEVERAL PTA/PTSA
ORGANIZATIONS IN WESTCHESTER COUNTY.

SPECIAL THANKS TO

- * Byram Hills High School PTSA, Driving Safety Committee
- * New Castle Police Department
- * Jeffrey Saks/Graphic Design

Produced by the
Horace Greeley High School PTA
Health and Safety Committee