Freedom Driver Education
ODOT-Approved Teen Driver Course

Provider/Instructor: Pamela Cromwell, DMV-certified, ODOT-approved
Office Phone/Cell: 503-744-7555
Home Office: 720 2nd Ave., Seaside, OR
Service Area: Seaside/Astoria/Warrenton

This is a state-approved course that teaches teens and parents how to reduce teen risk behind the wheel.

Course Fees
Payment is due upon registration. Payments are non-refundable.
Standard Fee: $349/student
Low-Income Fee: $249/student (must show proof of eligibility)
Sibling Discount: 10% for second+ child enrolled at the same time
Rescheduling Fee / Repeat Lesson: $45

DMV Notation of Course Completion (Test Waiver)
Oregon Drivers under 18 who complete the ODOT-approved driver education course do not have to take an additional driving test at the DMV. Course completion may also qualify you for an insurance discount (see your provider).

Pre-Requisites:

1.) At least 4 hours of behind-the-wheel learning provided by parent;
2.) Instructional permit: Upload at registration, Temporary permit not accepted;
3.) Available Schedule: Parent and student can meet weekly time commitments for entire course period:
    - Online class meetings Mon-Tue-Wed, 6:30-8pm
    - Weekly btw with instructor (90 minutes after school or weekends)
    - Parent-led lessons twice/week, about 15 minutes each session
4.) Computer setup for live video conferencing (Zoom): laptop/computer, reliable internet connection, quiet environment. Students cannot use just a smartphone for class.

Parent Obligations

To complete the course, parents must meet the following minimum requirements:

- lives with the student or has a daily in-person routine with the student;
- provide a "classroom" environment for online meetings where the student will not be distracted by other people or activity in the home;
- provide computer/laptop with camera and audio for online meetings;
- establish secure internet connection (may require connecting ethernet cable rather than relying on wi-fi);
- provide accommodation for your student's learning difficulties, if needed;
- monitor student's classroom attendance and participation with weekly Classroom reviews;
- provide two parent-led behind-the-wheel lessons per week;
- follow BTW lesson plans for parents (materials and instruction provided);
- meet with instructor before or after instructor-led btw lessons to provide updates, ask questions;
- complete student demo videos assigned as homework (a big part of the student's classwork grade).

Student Obligations

To complete the course, students must meet the following minimum requirements:

- present a valid Oregon learner's permit at time of registration (temporary permits not accepted); agree they will not obtain a license before course completion;
- attend at least 30 hours of classroom instruction and at least 12 hours of driving lessons with instructor;
- log at least 5 hours of parent-guided lessons;
- meet all min. requirements within 180 days of start date and before turning 18,
- achieve a passing grade for the course (65% classroom, 80% written exam, 80% driving eval)

Classroom Standards & Policies

Classroom Standards & Exams

Minimum Standards:

- 30 hours present in live online classroom (no more than 2 absences in a week, no more than 4 total)
- 65% overall grade (classroom participation score)
- 80% written final exam
- 80% btw exam

Incomplete: Students who do not meet minimum 65% overall grade or 30 hours attendance will receive an Incomplete; they will be ineligible to take the final written exam, and they may repeat hours and assignments in the next course.

Fail: Students have two attempts to pass the finals. Students who do not pass the written exam on the second attempt may retake it after auditing 10 hours of classroom instruction in the next class (at no extra charge). Additional drive evaluations (BTW final exam) are $45.

Attendance (minimum 30 hours): Students must connect online via Zoom and maintain a live video and audio connection for the full class period. A student may be counted absent or partially absent if the instructor finds they have been off camera, engaged in non-class activity, or is unable to respond when called upon.

Participation (minimum 65% overall grade): Students must use the driver education Google Classroom for each class meeting. Students must complete and submit work at the end of each class period. Unsatisfactory work can be resubmitted the next day. Parents can view student progress by asking their students to show their classwork.

Absences: Students may miss up to 4 classroom sessions. Parent/Student should notify the instructor if a student will be absent from class. Students are required to complete study activities on their own prior to the next class. This includes reading, watching videos / presentations, and completing worksheets or quizzes. A student who does not complete missing assignments may be INELIGIBLE for BTW lessons until the work is complete, and that lesson may be subject to a rescheduling fee.

Withdrawal / Incomplete: Students who withdraw from a course or don't complete 30 hours may transfer to the next course seating and pick up where they left off. For course completion, student must meet all requirements within 180 days of start and before turning 18. No course may be completed in fewer than 35 days.

Classroom Conduct: When the instructor is giving a presentation, do not work on something else. Listen and watch. Follow instructions. Participate in group discussion. The instructor will tell you when to focus on a worksheet for taking notes or when to take a quiz. Unless otherwise directed, your full attention should be on the presentation. Students are required to respect the learning process as well as the privacy and safety of other students and the instructor. During class, students will not create distractions or obstructions to the learning and teaching process. Students may be blocked/expelled from the class (without refund) for disruptive behavior, sharing online meeting IDs/passwords with unauthorized guests, or harassment of other students or the instructor.

BTW Standards & Policies

Schedule: 90 minutes with instructor once/week, plus TWO parent-led lessons each week

- Students will complete at least 8 BTW lessons with the instructor in teams of two or three (12 hours minimum). Each lesson is 90 minutes (45 driving, 45 observation).
- Students are expected to perform exercises based on knowledge and skills they learned in class. During observation, students in the back seat must participate in the lesson.
- Parents will provide two lessons each week, completing a minimum of 30 minutes per week
- Recording of how-to videos count as parent-led lesson time and logged practice time

Starting Location: Astoria, parking lot at union hall on Industry St, across from the Trolley Barn
In some cases, alternative locations may include: Warrenton Community Center, Warrenton Costco parking lot, Astoria Tapiola Park Road parking lot.

End of Lesson: Parents are responsible for picking up students on time or arranging for a safe and sheltered place for them to await pick-up. If parents need an alternative location for pick-up/drop-off,

please ask the Instructor if accommodations can be made. Instructor is not responsible for supervising students once they exit the instruction vehicle.

Rescheduling BTW:

- **Notify:** Contact the instructor immediately by **phone or text** (503)-744-7555, *not email*, if you need to reschedule a lesson or if you are running late. Instructor will do likewise.
- **Sickness:** Students who are ill with any cold or flu symptoms must reschedule their driving lesson (24-hour notice preferred)
- **Planned / Unplanned Conflicts:** Schedules can often be planned around known conflicts, but once the schedule is decided, please do not request changes except for illness or an emergency. (Attending a wedding is not an emergency).
- **Poor Conditions:** instructor may cancel all lessons for the day, notifying parents by text or phone.

Missed BTW: Student agrees to be on time for lessons and to be in a condition fit to drive. An individual make-up lesson (one that cannot otherwise be rescheduled) may incur a fee of $45.

- **No-show:** instructor waits for student more than 10 minutes and has not been contacted;
- **Late cancellation:** student will be more than 15 minutes late and start time cannot be adjusted, or student is canceling less than 2 hours prior to lesson;
- **Unfit:** lesson canceled by the instructor because student is unfit to drive (see policy).

Week 4 Evaluation: In the fourth week, the instructor will evaluate student progress in handling the vehicle safely. Students who fail this eval will be evaluated again at the next lesson, and may be given redundant instruction. This means they will not advance to the next level of instruction. Students who do not advance at Week 4 may not receive the full BTW curriculum (even though they complete all instructional hours). Students who don't receive the full BTW curriculum may or may not pass the final evaluation. Student may need an extended learning plan to complete the course.

Student Safety: The instructor is responsible for the safety of student drivers and passengers.

- passenger side brake
- lessons are recorded for teaching and security
- Physical contact: In protecting driver and passengers, the instructor may come into physical contact with the driver either to steer the vehicle or to focus the driver's attention with a touch to the shoulder or arm.

Unfit to Drive: If a student is unfit to drive due to impairment, behavior or failing to meet minimum classroom standards, an instructor will notify a parent immediately and may cancel all or part of a lesson without notice and over a parent's or student's objection. No student will be forced to drive if they don't want to, whatever the reason, but a rescheduling fee may apply. A student may be unfit to drive if student:

- **is not carrying a valid driving permit;**
- is not wearing corrective lenses as required;
- is wearing inappropriate shoes (house slippers, flip-flops, high heels, backless shoes);
- appears impaired due to a highly emotional state, extreme fatigue or anxiety, or symptoms comparable to the effects of drug or alcohol use;
- deliberately handles the vehicle in an unsafe manner;
- threatens or assaults (verbally or physically) instructor or another student;
- refuses to follow directions or participate in the lesson (either as driver or observer).

Learning Difficulties / Parental Support

This course expects rapid progress from basic to advanced skills in 9 weeks. Students are expected to recall what they've heard and seen in class, and then apply that learning behind the wheel. For people who learn slowly, it is difficult to keep up. Some learners need the same lesson more than once; some need the first lesson(s) for 6 weeks before they can advance to the second phase (Levels 4-6).

- **Extra Parent Time:** Students with learning difficulties or disabilities particularly need lots of repetition and coaching — time that can only be provided by the parent. If your student has difficulty with reading, attention, anxiety, memory, social communication (especially joint attention and non-verbal cues), or spatial awareness — they will need extra time and coaching from you. Ten weeks in a driver education course may not be enough time for your student to learn how to drive. An extended learning plan, if needed, can be developed with your instructor at the end of the course.
- **Issues that may slow learning:**
    - Trouble with reading comprehension, abstract thinking, memory, problem-solving, keeping up with grade-level schoolwork;
    - Difficulty reading social cues, or understanding other people's point of view; following someone else's point, gesture, or gaze to look at what they are looking at;
    - Trouble expressing thoughts clearly, following multi-step instructions, or engaging in back-and-forth conversations.
- **Advice:** Your instructor can help you identify the exercises that will help your student compensate for their learning challenge, and you should spend extra time on those exercises

Open Door Policy

Parent-Instructor Relationship: Parents are the instructor's teaching partner. Any time you have questions or doubts about how or what we are teaching, do contact me and get clarification. Parents are not expected to know everything about everything. Expect to meet me in person at your student's first lesson, and we should each be available for a quick in-person chat or update at every lesson.

Questions or Concerns: Your student's safety and comfort is very important, and you are strongly encouraged to let me know if there's a problem, so that I can fix it. As I am self-employed and not contracted by any agency, I am my own complaints department. If you have questions, concerns, complaints or suggestions related to your student's experience in class or behind the wheel, please talk to me about it. I am happy to address the matter, and I am always striving to improve my service. Freedom Driver Education is an independent business licensed by the DMV, and it is an ODOT-approved provider of the Oregon teen driver safety course. If you believe Freedom Driver Education is failing to comply with state rules and regulations (Division 15 and Division 160), you may report the violation to DMV Third Party Programs at 503-945-6049.