



Course Information

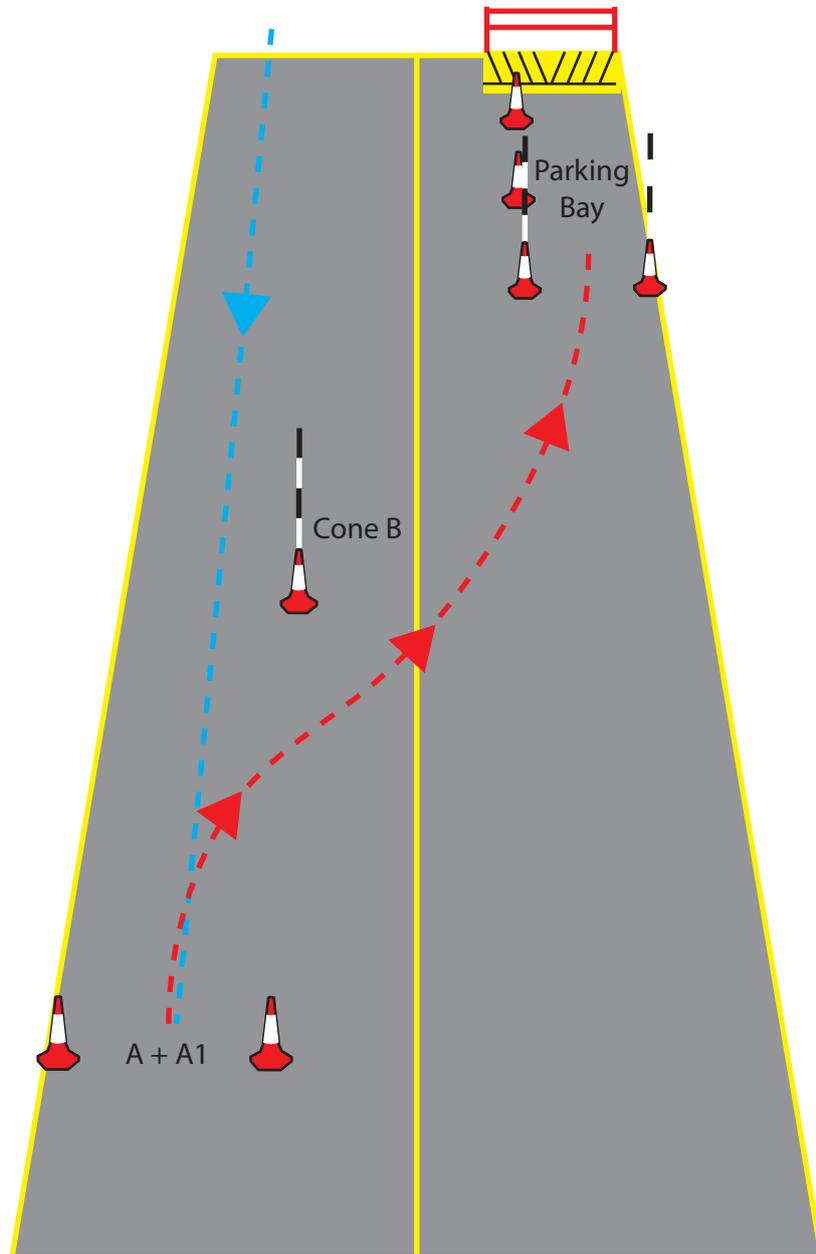
Category B+E Car & Trailer

Trainee Name:

This booklet is to be retained by the Trainee
and presented to the instructor on each training session.



The reversing exercise



As you can see from the picture above, your aim is to drive up to the A & A1 cones, the front of your vehicle must not pass the cones A & A1. Then reverse past cone B on the opposite side to the approach and finish with the vehicle in the parking bay. The rear of the vehicle must be within the yellow and black marked area without pushing the barrier.

Remember to maintain good control of your vehicle and make effective all round observation. Avoid hitting any cones or the parking bay barrier and don't let more than 3/4 of the breadth of the tyre cross the yellow line that borders the reversing area.

Uncouple & Recouple

Uncouple - *Always wear gloves for your safety.*

- Park on a firm level surface, always apply the vehicle handbrake and turn off the engine
- Engage the trailer handbrake
- Lower the landing leg and re-tighten
- Wind down the leg to release trailer coupling from the tow ball
- Remove the electrical lead and stow off the ground
- Remove the break away cable
- Remove the number plate from trailer and place in the car/van
- Pull slowly forward and park the vehicle alongside the trailer

Recouple

- Ensure the trailer handbrake is on and inspect the trailer for damage, defects and legality
- Drive the vehicle forwards and reverse up to the trailer stopping just short of the trailer
- Dismount from the vehicle and check the height of the trailer coupling
- Reverse slowly towards the trailer, stop just short of the trailer, turn off the engine
- Attach the break away cable
- Release the trailer handbrake and pull the trailer up to the tow ball, aligned for coupling
- Re-apply the trailer handbrake
- Attach the electrical lead
- Lower down the leg and let the tow ball engage the trailer coupling head
- Wind down the landing leg to check the coupling has engaged the ball hitch
- Wind up the leg and stow safely
- Release the trailer handbrake
- Turn on all the vehicle lights
- Check around the trailer for condition, lights operate and any damage
- Attach the trailer number plate
- Ask the examiner to help check the brake lights

Show me

BE 1 - Brake Fluid - Open the bonnet, identify where the brake fluid reservoir is and tell me how you would check that you have a safe level of hydraulic brake fluid.

Identify reservoir, check level against high/low markings.

BE 2 - Indicators - Show me how you would check that the direction indicators are working.

Applying the indicators or hazard warning switch and checking functioning of all indicators.

BE 3 - Doors - Show me how you would check that your vehicle & trailer doors are secure.

Physical checks should be made to ensure that windows, roof light and all doors, including cargo doors, are properly closed.

BE 4 - Horn - Show me how you would check that the horn is working (off road only).

Check is carried out by using control (turn on ignition if necessary).

BE 5 - Engine Coolant - Open the bonnet, identify where you would check the engine coolant level and tell me how you would check that the engine has the correct level.

Identify high/low level markings on header tank where fitted or radiator filler cap, and describe how to top up to correct level.

BE 6 - Handbrake - Show me how you would check the parking brake for excessive wear.

Demonstrate by applying parking brake that when it is fully applied it secures itself, and is not at the end of the working travel.

BE 7 - Windscreen Washers - Show me how you would clean the windscreen using the windscreen washer and wipers.

Operate control to wash and wipe windscreen (turn ignition on if necessary).

BE 8 - Windscreen Demister - Show me how you would set the demister controls to clear all the windows effectively, this should include both front and rear screens.

Set all relevant controls including; fan, temperature, air direction / source and heated screen to clear windscreen and windows. Engine does not have to be started for this demonstration.

BE 9 - Rear Fog Lights - Show me how you would switch on the rear fog light(s) and explain when you would use it/them. (No need to exit vehicle).

Operate switch (turn on dipped headlights and ignition if necessary). Check warning light is on. Explain use.

BE 10 - Headlights - Show me how you switch your headlights from dipped to main beam and explain how you would know the main beam is on whilst inside the car.

Operate switch (with ignition or engine on if necessary), check with main beam warning light.

BE 11 - Brake Lights - Show me how you would check that the brake lights are working on this vehicle. (I can assist you, if you need to switch the ignition on, please don't start the engine).

Operate brake pedal, make use of reflections in windows, garage doors, etc, or ask someone to help.

Tell me

BE 12 - Loading - Tell me the main safety factors involved in loading this vehicle.

The load should be distributed evenly throughout the trailer. Heavy items should be loaded as low as possible so that they are mainly over the axle(s). Bulkier, lighter items should be distributed to give a suitable 'nose weight' at the towing coupling. The nose weight should never exceed the vehicle manufacturer's specifications.

BE 13 - Loading - Tell me the main safety factors involved in securing a load on this vehicle.

Any load must be carried so that it does not endanger other road users. It must be securely stowed within the size and weight limits for the vehicle. The load needs to be secure so that it cannot move or fall from the vehicle when cornering or braking.

BE 14 - Tyres - Tell me how you would check the tyres to ensure that they have sufficient tread depth and that their general condition is safe to use on the road.

No cuts and bulges, 1.6mm of tread depth across the central 3/4 of the breadth of the tyre and around the entire outer circumference.

BE 15 Head Restraints - Tell me how you make sure your head restraint is correctly adjusted so it provides the best protection in the event of a crash.

The head restraint should be adjusted so the rigid part of the head rest is at least as high as the eye or top of the ears, and as close to the back of the head as is comfortable. N.B. Some restraints might not be adjustable.

Additional Questions

Questions covered by procedures already in place will continue to be asked as at present. These will be in addition to the combination used on test.

Are you satisfied that your cab locking mechanism is secure?

Show me where the emergency exits are and how you would check that they are operating correctly.