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The Parent's First Private Practice Checklist

Everything to check before your first session in the passenger seat

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Welcome

If you're about to supervise private driving practice for the first time, this checklist covers everything to confirm before you turn the key — legal basics, insurance, the car itself, and how to plan and open your first session calmly. Work through it once before your first drive, then keep it handy for a quick check before every session after that.

Written by a qualified UK Approved Driving Instructor. This is general guidance, not confirmation that you personally meet current legal requirements — always check GOV.UK and your insurer directly.

1. Parent (supervisor) eligibility

- ☐ I am at least 21 years old
- ☐ I have held a full driving licence for this type of vehicle for at least 3 years
- ☐ I am not currently disqualified from driving
- ☐ I can meet the legal eyesight requirement for driving, including being able to read a number plate from the required distance (with glasses or contact lenses if needed)

Periods of disqualification don't count towards the 3-year requirement — check the current detail on GOV.UK before your first session.

2. Learner eligibility

- ☐ My learner holds a valid provisional driving licence for this vehicle category
- ☐ My learner can read a number plate at the legally required distance
- ☐ L plates (or D plates in Wales) are ready to display correctly

3. Insurance reminder

- ☐ I've confirmed directly with our insurer that this car is insured for my learner to drive
- ☐ I've confirmed I'm named as a supervisor on the policy, if required
- ☐ I know what to do in the event of an accident or breakdown

Provisional to Driver does not provide insurance advice. Always confirm current policy terms directly with your insurer — this is not optional and shouldn't be assumed.

4. Car setup checklist

- ☐ Valid MOT (if the car is over three years old) and vehicle tax is current, where required
- ☐ Tyres legal and in good condition — tread and pressure checked
- ☐ Lights, indicators and brakes all working
- ☐ Mirrors clean and adjusted for both driver and supervisor
- ☐ Fuel or charge topped up before setting off
- ☐ Both phones are put away and will not be used during the drive

As the supervisor, don't use a mobile phone while supervising. If you need to deal with something, stop somewhere safe first.

5. L plate reminder

- ☐ L plates (D plates in Wales) clearly displayed on the front and back whenever my learner is driving
- ☐ Plates removed or covered when my learner isn't driving

Magnetic plates make this easy to manage between sessions — see the Learner Driver Kit List on the website for options.

6. First session route planning

- ☐ Agreed a quiet, low-traffic route in advance — a car park or very quiet residential road is ideal for session one
- ☐ Picked one single focus for the session, not several
- ☐ Checked the weather and daylight will be reasonable for the session length
- ☐ Confirmed this route does not involve a motorway — that's never part of private practice (see note below)

Important: motorways are never part of private practice

- Learner drivers may only drive on a motorway when accompanied by an Approved Driving Instructor, in a car fitted with dual controls, even with a full licence. Do not attempt motorway practice with a parent or other private supervisor — that's a conversation for your learner's instructor.

7. What to say before starting

Agree the plan out loud before moving off — it sets a calm tone and means you're both working from the same expectations.

- "Today we're just working on [one focus] — nothing else."
- "If you want to stop and reset at any point, just say so."
- "I'll give you plenty of warning before anything — no surprises."

8. What not to do

- Don't give instructions at the last moment — aim to speak well before the situation.
- Don't introduce a skill your learner's instructor hasn't covered yet.
- Don't raise your voice or react sharply to a mistake — a calm, short correction works better.
- For a first session, keep the focus simple rather than trying to cover several things at once.
- Don't skip the debrief afterwards — a couple of minutes reflecting on what went well and what to practise next can make the next session more useful.

9. First session reflection

A couple of minutes after the drive, while it's fresh:

What went well today?

What would we focus on next time?

Anything to ask the instructor about at the next lesson?

What's next

This checklist is designed to get you through session one calmly and legally. If you'd like ready-made session plans, calm coaching phrases and a full progress tracker for the weeks that follow, the Parent Supervisor Starter Pack builds directly on this checklist.

Parent Supervisor Starter Pack

- Five beginner session plans, calm coaching phrases, a debrief worksheet and a progress tracker — everything to plan private practice with confidence from session one onward.
- See it at www.provisionaltodriver.co.uk/shop

Disclaimer

- This checklist is for general educational support only. It does not replace professional driving instruction, legal advice, insurance advice or official guidance. Always check the latest rules on GOV.UK, DVSA, the Highway Code and with your insurer.

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