



# Driver Education Code of Conduct

Fill out form and bring to DMV eye check

**Print in Black ink only**

Instructor Use Only:  
Classroom Grade: \_\_\_\_\_

Student's Full Name: \_\_\_\_\_  
(as it appears on birth certificate) Last First Middle

16th Birthday: \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade: (circle one) 8<sup>th</sup> 9<sup>th</sup> 10<sup>th</sup> 11<sup>th</sup> 12<sup>th</sup>

School where you took the Classroom: Spring Break Virtual Classroom Dates: March 25-29, 2024

School Student Attends (Required for driving placement): \_\_\_\_\_

\*Students are assigned to drive from either the school they attend or their "base" public high school.

Preferred Parent/Guardian Contact #: \_\_\_\_\_ Alternate Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_ School Dismissal Time: \_\_\_\_\_

During both classroom and behind the wheel phases, students participating in the driver education program through Jordan Driving School, Inc. must adhere to the Code of Student Conduct and Dress Code identified in the Student/Parent Handbook for grades 6-12 for Wake County Public School System. **These WCPSS policies are strictly enforced by Jordan Driving School, Inc.**

In addition to the Wake County Schools Code of Student Conduct and Dress Code, all students must meet the following requirements:

1. **Wake County Public School System will provide the additional funding needed to pay for driver education services only one time for each student.**
2. During remotely delivered classroom sessions, **all participants must be visible via camera**, students, and teachers alike. In addition, names must be recognizable so that attendance can be accurately monitored, and proper classroom interaction can occur. These requirements are necessary to provide instructional integrity.
3. During both the classroom and behind the wheel phases, cell phones must be turned off. **No exceptions.**
4. Students who miss more than one (1) after school class will be dropped from the class and counted as a failure. Absences for medical and family emergencies with written documentation will be excused but missed time will be made up in a future class as determined by the instructor.
5. The classroom phase must be successfully completed with a final grade of 70 or above. Cheating is grounds for dismissal.
6. Any damage to computers, computer systems, software, networks, or classroom supplies will be the financial responsibility of the student and parent(s)/guardians.
7. Continued disruption of classroom (talking, noises, etc.) is grounds for dismissal.
8. If a student deviates from the online driver education program without instructor approval, he/she will be immediately dismissed from class and counted as a failure. (ex: playing games on the computer)
9. Disrespect to instructors and fellow students is grounds for dismissal.
10. Students are allowed only in designated areas of the school facility. Anyone caught in off limit areas will be dismissed from class.
11. Students who fail or who are dismissed from class due to behavior or attendance problems will not be allowed to take the class again through the school system. They may contract with a private driver education school and pay the private company's fee out of pocket to retake the program.
12. Students must arrange transportation home promptly after classroom sessions and/or behind the wheel training. Students must be picked up within 15 minutes after the scheduled ending time for driver education programs.
13. Behind the wheel is a considered a classroom setting and all rules apply during this phase of driver education as well.
14. Students who fail to attend two scheduled behind the wheel sessions are automatically considered a failure. The instructor must be notified at least twenty-four hours in advance of any cancellation. Behind the wheel absences must be excused.
15. It is understood that during the behind the wheel phase, in cases of emergency, the instructor may become the driver at any time. This means that the instructor may grip the steering wheel, remove a student's foot from the accelerator, or take over the brake and may have incidental contact with the student in doing so.
16. Secure shoes are required for the behind the wheel phases. Flip flops and sandals constitute a threat for the safety of others due to a student's lack of experience in operating the foot pedals. Tennis shoes or other comfortable footwear are required.

By signing this code of conduct I acknowledge that I have read and understand the code of conduct and agree to abide by the policies set forth. I understand a violation of any policy listed above, in the WCPSS Code of Conduct, and the WCPSS Dress Code can and will result in dismissal from the program with no refund of the \$65 driver education payment.

Student Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_