

## Thames Valley Group of Advanced Motorists

### Observed Drives On-Hold List

The On-Hold list is a mechanism the IAM and TVGAM use to enable a break to be taken in your Advanced Driving Course.

You, the Associate, can request to your observer to go on the On-Hold list if you:

- have an illness or other medical condition
- have work demands
- have family pressures
- have any other reasonable request

The Chief Observer at TVGAM can also transfer an Associate to the On-Hold list if you:

- fail to stay in reasonable contact with your Observer
- act unreasonably toward your Observer (e.g. repeatedly arriving late, not doing 'homework', being unreasonably argumentative etc).
- block Observer availability for other Associates by not undertaking reasonably frequent drives

In both cases the Observer Coordinator will confirm to you and your Observer that you have been added to the list. *Please be aware that if you have been placed on the On-Hold list by the Chief Observer, only they can reinstate you.*

Once you are on the On-Hold list it is **your** responsibility to confirm that you wish to continue with your Course by contacting the Observer Coordinator ( [co-ord@tvgam.org](mailto:co-ord@tvgam.org) ), although they may also contact you to establish a possible restart date.

Whilst every effort will be made to reallocate you to your original observer, this will depend on their current availability.