



Operational policy

Safe with Age

Priority group

- All mature road users aged 60 years and over (no exclusive age limit).

Contract delivery

- The deliverer of this programme will have community links and have the ability to reach the priority group.

Structure, length and format

- Safe with Age provides a kit with a prescribed structure, format and content and this is to be followed.
- The recommended delivery time is four hours to be delivered in two sessions, each two hours long. Delivery can take place on the same or different days.
- Course length should not be reduced and prescribed issues not omitted. Additions can be made, subject to their relevance to the topic and target audience.

Course content

- The content of the course is specified in the facilitator's manual. The timetable establishes session content and timing and this should be followed.
- All advice must be legally correct and/or consistent with best practice. Road rule and traffic law queries should firstly be answered from *The official New Zealand road code for car drivers* ('the road code') otherwise they should be referred to the LTSA or the New Zealand Police.

Facilitators

- All facilitators will be trained by an LTSA approved trainer prior to delivering the Safe with Age course.
- Facilitators will be expected to attend at least one regional facilitator meeting per year.
- Facilitators can be paid for delivery of the session and any related tasks.

Brief guidelines

Training/monitoring

- Each region will have an identified trainer responsible for facilitator training and the regional facilitator meeting.

Maori, Pacific peoples and other ethnicities

- Safe with Age programmes can be funded from the Maori, Pacific peoples or other ethnicity programme stream provided that they adhere to the aims and the content of the Safe with Age programme.

Evaluations

- Course evaluations are supplied in the Safe with Age kit and a minimum of 90 percent should be submitted to the LTSA national office (via the regional office) once the contractor has taken any useful data from them.
- Evaluations should show a 75 percent or better satisfaction rate with the course.
- A programme evaluation is to be submitted to the LTSA at the end of the financial year or within a month of completion of the programme, whichever is sooner.