

Taxi Theory Test Costings per Candidate

<u>Action</u>	<u>Time (mins)</u>	<u>Cost</u>	<u>Post</u>	<u>Hourly Rate</u>
Setting up of room and I.T equipment	20 mins	£ 8.07	TC	£24.20
Presentation of theory test and test,	4 hour	£7.92	RSFO	£39.58
Safeguarding presentation- (Ruth Holmes)	1 hour 30 mins	£4.49	Ruth Holmes	£59.80
Booking of theory test, taking payment, updating Civica and Compilation of list of attendees emailing to RSFO (1)	25 mins Per booking	£10.08	TC	£24.20
Marking of Theory Tests	20 mins	£8:07	TC	£24.20
Updating Civica, and adding test result to	20 mins	£8:07	TC	£24.20
Telephone call to driver re test result	5 mins per candidate	£2.01	TC	£24.20
Maintaining the safeguarding register and email to Sheffield Futures	10 mins	£4.03	TC	£24.20
Compilation of Safeguarding certificates and packs.	20 mins	£8:07	TC	£24.20
Cost of Taxi driver pack Cost of postage Time taken	Actual Actual 2 mins	£1.68 £1.27 £0.81 £3.76	TC	£24.20
Total per Candidate		<u>Rounded up to £65</u>		
Resits (minus cost of safeguarding training)		<u>£65 – 4.49</u> <u>= Rounded down to £60</u>		

