

Information for new recruits

Now that you have joined us, we hope that you will stay, and that your time with us will be both productive, and rewarding. Here's a taster of some of the things to come.....

As a probationer cadet, studying for your **first class** cadet exams, we will teach you the following:



The ATC	<i>What we are, and how we operate.</i>
The RAF	<i>Who they are, how they operate.</i>
Weapons handling	<i>Range procedure, safety drills, knowledge of the rifle.</i>
Drill	<i>How to march, salute, and participate in parades.</i>
Airmanship I	<i>What you will see on an airfield, flying procedures, safety drills.</i>
History of flight	<i>The history of aviation.</i>
Initial expedition training	<i>Campcraft, packing a rucksack, hill skills.</i>
Communications	<i>Basic radio communications.</i>
Map reading	<i>Basic map reading.</i>

1st class cadet training normally takes 20 weeks, and once completed, there will be in the best traditions of the Royal Air Force, a passing out parade. You will then be a fully fledged member of the ATC, and can take part in all of the activities listed on the next page, subject to certain age limits. Once you have qualified as a 1st class cadet, this is the training programme:

As a **1st class** cadet, training for your **leading** cadet examinations



Basic navigation	<i>How to navigate, understanding a map.</i>
Principles of flight	<i>Why an aeroplane flies.</i>
Airmanship II	<i>Air Traffic Control, Rules of the air, Identifying RAF aircraft.</i>
Communications	<i>Optional study: Short/Long range procedures, and codes.</i>

As a **leading** cadet, training for your **senior** cadet examinations, you will take **two** out of the following eight subjects:



Advanced radio and radar	<i>Radio, Radar, IFF, ILS, Data links.</i>
Air navigation	<i>How pilots and aircraft navigate.</i>
Propulsion	<i>Piston engines, Propellers, Jet engines.</i>
Aircraft handling	<i>Ground and flying procedures used by the RAF.</i>
Pilot navigation	<i>Flight planning, position fixing, navigation, weather.</i>
Operational flying	<i>Air superiority, weapons systems, tactics.</i>
Airframes	<i>How an aeroplane is constructed, and what materials are used.</i>
Satellite communications	<i>Satellites, launch vehicles, orbits, global comms, PLB's.</i>

As a **senior** cadet, training for your **staff part 1** cadet examinations, you will take **two different subjects** from the ones taken at senior cadet:

There is no badge for the staff part 1 examination

As a **staff part 1** cadet, training for your **staff part 2** cadet examinations:



Admin., and organisation	<i>At national, regional, and squadron level.</i>
Corps Structure	<i>Who's who in the ATC.</i>
Finance	<i>How the ATC is funded, at national, and squadron level.</i>
Instructional technique	<i>How to teach ATC subjects.</i>

All ATC exams are multiple choice, apart from the staff part 2, which is an interview with a wing staff officer.

Once you have passed your **Staff part 2** exam, you are presented with a yellow lanyard, which indicates you have reached the pinnacle of your training with the ATC. You are now ready to help the adult members of staff, with the planning, and day to day running of the squadron. From entry to passing your staff cadet exam will normally take around four to five years. *A long time perhaps! But time flies by when you're having fun!*

Other activities



Trade Training

Once you have completed basic training, you can elect to join one of several "trade" groups. We currently offer the following: Modelling, Radio Communications, Media Support, Band, Aircraft recognition, Regiment training, continuity drill team, and simulator



Flying and gliding

We fly in the Grob tutor, which is a two seat, fully aerobatic aircraft. There are also opportunities for flights in RAF aircraft at annual camp. Gliding is done in the Vigilant, at RAF Henlow, where you can go on a course to qualify for your glider pilots "wings".



Shooting

We use .22 small bore rifles on an indoor range in Peterborough. On annual camps you can expect to fire the L98A1 cadet rifle (Which is a cadet version of the standard issue SA80 rifle.)



The Duke of Edinburgh's award scheme

The squadron is very active in the D of E award scheme. There are three levels: Bronze, Silver and Gold. Each consisting of four sections: Sports, skills, an expedition, and community service. Many employers regard the scheme highly, along with qualifications. It is hard work, but fun.



Adventure Training

We go on approximately five weekend camps per year, locally at Yarwell Mill, and further afield in the Peak district, the Lake district, and Wales. We also have night exercises, map reading exercises, survival training, and many other adventurous activities.



Sport

Swimming, football, hockey, rugby, netball, athletics, volleyball, and cross country are just some of the sports we compete in against other local squadrons. We also play football, cricket, softball, rounders, volleyball and other team sports at the squadron.



Squadron field day team

The squadron raises a team for wing field day each year.

However, it requires dedication and commitment to stay with them.



Annual Camp / Easter Camp

Every year we spend a week living with the RAF on an airbase somewhere in the UK. Here, there are opportunities for flying, swimming, shooting, river crossings, navigation exercises, night exercises, sports, drill competitions, and visits to the various sections, such as; Air Traffic Control, line servicing, simulators, MT, police dogs, fire crew, armaments, catering, avionics servicing, regiment, bomb dumps, and much more!



Other activities

Leadership, and initiative training, recruiting displays, decorating and cleaning the headquarters, rifle drill, rifle cleaning, carol singing at local hospitals, discos, helping at local events, such as the East of England show, school fetes, visits to RAF stations, emergency services, and places of military/aviation interest.



Important information

During your time as a member of the Air Training Corps, you wear the uniform of the Royal Air Force, and are therefore bound by its regulations regarding dress, and conduct.

The following dress regulations **MUST** be adhered to. You will not be issued with a uniform if you do not abide by them.

Dress regulations (Male cadets)

1. Hair must be off the collar and ears. Long hair will **NOT** be tolerated.
2. Smart civilian clothes must be worn prior to issue of uniform
Eg: Shirt, tie, smart trousers, black shoes and socks.
3. Wear a jumper when cold, the HQ is not all that warm.
4. No jewellery is to be worn by male cadets.
5. Shoes must be polished.

Dress regulations (Female cadets)

1. Hair must be off the collar, if necessary, tied up.
2. Makeup must be discreet, if worn.
3. The only jewellery permitted are sleepers in the ears.
4. Trousers or skirts may be worn prior to issue of uniform.
5. Shoes and socks must be black.
6. Shoes must be polished.

The cadet log book - Your "3822"

Once you have been uniformed, and your parents have signed the consent to join form, you will be issued with your "3822". This book is your identification, and record of all your activities, and achievements with the Air Training Corps. It must be looked after and kept clean. It is a good reference for the future.

Additional information

1. Parade is from 19:00 hrs to 21:15 hrs Monday and Wednesday, you should arrive by 18:55 hrs.
2. Finishing times may vary depending on the night's activities, but will be no later than 21:30 hrs.
3. We do not parade on public or bank holidays.
4. Each night after parade the building must be cleaned, if it is your turn you should finish no later than 21:30 hrs.
5. We have a cadets canteen that sells soft drinks and sweets
6. Parents picking up cadets please do not park in the parade square.
7. Cadets with bikes should use locks and lights.
This is important, as we have had bikes stolen from our compound.
8. If you have any problems, or questions, approach your flight NCO or a member of staff immediately to get the situation resolved.
9. Subscriptions are due on the first parade night of the month, until you pass out, and then the balance for the year must be paid. After that subscriptions are charge annually in January.

Guide for new recruits

You will no doubt be confused with all the discipline, rules and regulations. We are, after all a military youth organisation, and we have to follow rules, just like the full-time services do. Here are a some hints to help you through the first few weeks.

- ✓ Address all adult staff as either **SIR** or **MA'AM** (pronounced *marm*), stand to attention when you do so, and end every sentence with Sir or Ma'am. (Yes Sir, No Sir, I'll do it for you now, Sir.)
- ✓ Stand to attention when talking to an NCO, and address all NCO's by their respective ranks.
Confused? Here's a quick guide:



CORPORAL (*Two chevrons*)



SERGEANT (*Three chevrons*)



FLIGHT SERGEANT (*Three chevrons and a crown*)



CADET WARRANT OFFICER (*Crown surrounded by a laurel wreath*)

- ✓ You only salute if you are wearing a uniform, and beret.
- ✓ You salute *commissioned* officers, whether they are wearing uniform or not.
- ✓ Knock before entering offices, and wait to be invited in.
- ✓ Don't lean on the walls, and keep you're hands out of your pockets.
- ✓ Don't eat at any time other than break time.
- ✓ Don't run, shout, or lark around inside the building. Go outside if you want to do that.
- ✓ You are a teenager, act like one, not like a child.
- ✓ If you turn up late, make sure you inform the duty NCO.
- ✓ If an NCO orders you to do something **do it immediately, without question, and to the best of your ability.**
- ✓ If an NCO orders you to do something and you don't like it, they probably have a reason, but if you feel you have been hard done by, see a senior NCO, or officer.
- ✓ Don't scrape chairs or tables across the hall, or classrooms, the floors take an age to clean and polish.
- ✓ Don't drop rubbish inside, or outside the building. Bins are provided.
- ✓ Do your cleaning duties to the best of your ability first time round, and you will not have to do it all over again.
- ✓ Read the notice boards, and squadron diary, to keep up with events. You only get out of the ATC what you put into it.

A final word: As a newcomer there may seem like a lot of rules and regulations. They are there for one reason only, that your time with us will be as productive and rewarding as possible and not wasted. Self discipline will stand you in good stead for the rest of your life. We have lots of cadets here **because ATC is fun!**