

UKAT Combined Cadet Force



Joining Pack

The Combined Cadet Force Charter

“The broad function of the Combined Cadet Force is to provide a disciplined organisation within a school so that boys and girls may develop powers of leadership by means of training to promote the qualities of responsibility, self-reliance, resourcefulness, endurance and perseverance, and a sense of service to the community. It is firmly believed that the self-discipline required in Service life are equally important in the civil life of the nation today. The specific function of the service training in the CCF is to provide the opportunity for young people to exercise responsibility and leadership, and to learn from the services how they can best be developed: Show them why the defence forces are needed and how they function: encourage those who have an interest in the services to become Officers of the Regular or Reserve Forces.

Aim

The broad function of the CCF is that of a youth movement sponsored by Her Majesty’s Armed Forces, to provide a challenging environment in UKAT CCF so that students may develop power of leadership by means of opportunities and training to promote Self-reliance, responsibility, resourcefulness, endurance, perseverance, and a sense of service to the community. Pupils in the CCF are known as Cadets and whilst they undertake military training the emphasis is on teamwork, leadership development and enjoyment.

Introduction

Your child has expressed an interest in Joining UKAT CCF. The purpose of these Joining instructions is to inform you about the CCF, its aims and administration. We are initially forming a small army section; however, our aspiration is to expand in size and incorporate the other services: Royal Navy and the Royal Air force. The CCF is administered by the Ministry of Defence and volunteer staff from the Academy. It is not part of the armed forces nor are its non-Reserve force members liable for service in the armed forces

Cadets can join the CCF in years 8, 9,10 and Phase 3. Priority will go to year 8 and 9 students, as there is a greater investment in time and resources to achieve the CCF syllabus, a basic training package and the Army Proficiency Certificate (APC). This involves topics such as: foot drill, first aid, map reading, skill at arms (weapon training and shooting) self-reliance and fieldcraft as well as adventure training.

Training

- Monday 3-4:30pm – Chatham Grammar CCF (Dance Studio)
- Tuesday 3-4:30pm – Brompton Academy CCF (Refectory)

Mandatory training will take place on Thursdays, 3 - 4:30pm. It is proposed that there will be one weekends training per term, throughout the training year there will be training days and ranges. All the training is progressive and culminates in a Summer Camp. The training is delivered by the School Cadet Instructors and overseen by the Cadet Training Team; however, it is our aspiration to train and develop the cadets to be instructors and to assist in the training delivered to the UKAT CCF

Cadets are issued with a scale of equipment from the Ministry of Defence (MOD). This includes their uniform and equipment for all the activities they will take part in as part of the CCF syllabus and adventure training. Please see the enclosed Clothing Policy within this document.

Cadets are insured via a collective insurance scheme administered by the Cadet Force Association, based in London. UKAT CCF covers personal accident and public liability (though not personal possessions) whilst on school activities including CCF.

Camps will be a main part of our training programme and they are always much enjoyed by the boys and girls. They represent a real opportunity for experience, all activities are subsidised by the MOD and represent very good value. At the end of the academic year, we take the cadets to a Central Camp held at various locations around the UK. These camps are administered and run by the regular army and represents the highlight of our year very much. We aspire to take all cadets on Summer Camp; however, priority will be given to those cadets that have progressed within their syllabus and have shown commitment throughout the training year. The camp is usually held in Crowborough and will be in early July

In our experience there can be a bit of reluctance or new cadets to attend Camps for the first time, however, invariably all that attend return elated and tired yet with a real sense of achievement. Please help if some gentle coercion is required!

The programme for the summer Central Camp is a full one and usually comprises such events as:

- Leadership training
- Range shooting
- First aid training
- Overnight military exercises
- Assault course and other competitive events
- Climbing/canoeing and other adventure training activities
- Survival

Subscriptions (Due to cost of living we will not expect parent/carers to pay until September 2024)

The cost of being a cadet at UKAT CCF is very modest because, apart from a pair of boots, all clothing is provided, and any trips are charged at cost. Typical costs are £10 for a weekend field trip, which includes all activities, food, and accommodation. Annual camp is around £40 for the week, again covering all activities, food, and accommodation. Majority of the costs are met by the MOD (Military of Defence).

However, to provide a rich and engaging curriculum for your son/daughter to enjoy, cost of training materials and transport to activities it is necessary to collect annual sub of just £40. (Payable by parent pay). This money will be used to support every aspect of your son/daughter's time as a cadet at UKAT CCF

Staff and Roles

- Captain Paula Knight - Contingent Commander
- Captain Matt Loughrey – Troop Commander
- 2Lt Becky Goosey – Section Commander
- Sgt John Weller – School Staff Instructor

DRESS & EQUIPMENT POLICY GENERAL

UKAT CCF has a progressive clothing and equipment policy which rewards good care of equipment with access to better equipment as a cadet progresses through their service

career. Those cadets that consistently fail to prove that they can take responsibility for their charges will only be able to draw the older and less well looked after equipment.

LOSSES

The annual MOD budget for replacement equipment for UKAT CCF as for all CCF is minimal. Therefore, all losses will be charged for at the end of each academic year. Where a cadet loses an item of clothing, they may sign out a replacement and be immediately billed, or have the item recorded against their name if the lost item is likely to turn up, on leaving the CCF all items listed against the cadet will have to be handed in.

CLOTHING

A basic scale of clothing is issued to a cadet. Where possible new clothing will be issued, but in most cases, it will be necessary to issue 'pre-worn' items. Where an item of clothing is damaged, it can be exchanged for a serviceable replacement. This also applies to items of equipment. Be aware that this does not include boots, as these are personal items

Replacement of clothing cost

The current cost of each individual item issued to the cadets is:

- Item Price Remarks Jacket (MTP) £10
- C/W Blanking Plate x 2 Trousers (MTP) £10
- Smock (MTP) £22
- Beret (Navy Blue) £2.20
- Cap Badge RE £2.00
- T Shirt £4
- Socks £2
- Belt Nylon £5

Concept of Dress

The concept of dress for Instructors will be that:

- The Smock should be used for fieldwork whilst the "Jacket" should be used for smart wear. This does not stop the wearing of "jackets" under the smock, but it would be better when in the field for T- Shirts and/or sweatshirts to be worn rather than the MTP jacket.
- MTP Trousers should be worn with the Regimental stable belt. Cadets will wear either an issued green working belt or a CCF stable belt (Sgt and above).
- MTP should be worn as issued. Jackets are to be "tucked in" and sleeves should always be worn DOWN.
- On the Smock, the issued MTP Badge of Rank should be worn and the Academy Flash worn on the left "plate". The Union Flag to be worn as issued on both Jacket and Smock.
- On MTP Jackets, Badges of Rank should either be the issued MTP badge and MUST have, in all cases, CCF on it at the bottom. CGSG Flash is to be worn on the left "Plate".
- Brown boots should be worn in MTP.
- Berets to be worn are of a Regimental nature as worn now. h) Trousers and shirts are to be ironed flat (no creases)

Cadets. Cadets will be issued with:

- Trousers x1 • Jacket x1 • Blanking Plates x2 • Smock x1 • MTP badge of rank x1

Care of Kit and Turnout

You have the privilege of wearing the Kings uniform and should wear it with pride. This can only be done if you look after it. You must give your uniform the same care or more as you give to your best clothes. When not in use it must be hung up out of harm's way.

It must be washed or dry-cleaned from time to time as necessary. Boots (particularly soles) must be kept in good repair and the upper parts cleaned regularly with brown polish. Your uniform will be checked or inspected each drill parade to check your uniform is up to scratch and smart. Anything not up to standard will be noted down for future action.

The inspecting Officer, Adult Instructor or Cadet NCO will check the following points when passing in front of and behind you

Boots

- Clean the whole boot to remove all traces of dirt and grit
- The laces should be done up fully and correctly
- Apply a layer of polish with a brush and leave for 5 – 10 mins
- Then take that layer of polish off with a different brush and repeat as necessary to get a shine
- Buff the boots with a soft bristled brush and an old pair of rolled up tights to get a semi decent shine
- Always wear thick green army socks when wearing your boots, as they will help keep your feet feel comfortable, normal socks will cause your boots to rub, making blisters

CCF DISCIPLINE GUIDELINE Due to the nature of the UKAT CCF it is imperative to employ a clear discipline system.

If the cadets are highly disciplined, then they can progress through the training programme much more quickly. A parade is held every Thursday afternoon at 3pm, in which every cadet is expected to be in rank ready for inspection. Whilst part of the UKAT CCF every cadet is responsible for dress, behaviour, attendance and lateness, such incidents will be marked as:

- Late to parade without a very good reason (L)
- Absent without permission/good reason provided (A)
- Mixed Dress, missing dress, no uniform or un-kept uniform (U)
- Rudeness or refusal to comply (R)
- Poor Attitude (AT)
- Bullying

(B) Sanctions for any of the above:

Step 1 – Three consecutive minor (Recorded by Officer on Parade or Section Commanders) to Troop Commander (Minor includes (L), (A) or (U))

Step 2 – Cadet names will be forwarded to Troop Commander for appropriate sanctions; comments will be listed on each individual cadet achievement folder.

Step 3 – Continuation of Minor or a Major (R) (AT) or (B) will result in an instant interview with the Troop Commander and/or the Contingent Commander to discuss future of cadet in

Chatham Grammar School for Girls Combined Cadet Force. If cadet is continuing, he/she will be given clear, measurable targets over a probationary period of six weeks.

Step 4 – A major or continuous minors the cadet will be asked to leave Chatham Grammar School for Girls Combined Cadet Force and kit is to be returned or an invoice for non- return of kit will be sent to parents/care

UKAT CCF ENROLEMENT FORM

Please click here to complete the UKAT CCF Enrolment form (Parent/carer must complete)

<https://forms.office.com/r/bqvGqzTirD>