





Chapter 1


GENERAL INFORMATION


 **CADET BULLETIN BOARD/FACEBOOK PAGE.** *Cadets are required to read the cadet bulletin board daily. Cadets must also check the KY-951 Facebook page twice daily, minimum.* Valuable information will be posted for the cadets as they become available to the unit. This will ensure cadets are reminded of things that must be accomplished such as: weekly OPOD's, annual goals, merit/demerit listing, and upcoming calendar of events, etc. Following this regimen, will keep all cadets aware of information important for to unit. Cadets should record all dates of activities in their "**Colonel Agenda**" that is provided to each student of CCHS annually.


 **THREE-STRIKE RULE (New for 2016/17 School Year).** From the direction of the Region 1 Director during the 2015 Unit Evaluation. A AFJROTC unit should construct a program that maintains its integrity with allowing students an opportunity to grow from mistakes before being removed from a program. *This year, KY-951 will introduce the "Three-Strike Rule" for removal procedures from the program at CCHS.* The memorandums constructed for this policy will be located at the back of this guide in the **Attachments 13**, at the end of the cadet guide. Each will require signatures by both the cadet and parent, outlining the ramifications of receiving each letter, and that when the parent receives the "Third-Strike" letter the school has already been instructed to remove the cadet from the AFJROTC program. Receiving No Credit for the class. By agreement with the Memorandum of Agreement (MOA) between HQ AFJROTC and CCHS; the student must be removed within three weeks of official notification from the SASI. **Missing Uniform days (after the 45-day rule)**, Major school infractions, direct insubordination; represent failure to adhere to training, and represent cause for a three-strike letter by a cadet.

 **AFJROTC TEXTBOOKS.** The textbooks used in the AFJROTC program are furnished without charge. All books are property of the U.S. Air Force and controlled items. They must be safeguarded and accounted for. These books must stay in the classroom for **"shared learning"** with all classes. AFJROTC does not issue books for the entire unit count, but for maximum class size per class. At no time should cadets remove textbooks from KY-951 classrooms. You are expected to take good care of AFJROTC textbooks and any damage created while under your control will require reimbursement to the Air Force (U.S. Government). Current textbooks range in cost from **\$20.00 - \$115.00** if damaged.

 **UNIFORM FEE.** At the beginning of each school year, each cadet will be issued the AFJROTC uniform. Cadets will clean the uniform during the school year at their own expense (machine wash light blue shirt/dry-clean jacket and pants). Cadets will be graded on how well they look and take care of their uniform. Cadets will be charged a uniform fee of **\$30.00** through the school, if returned dirty and requires cleaning. **NOTE: Uniforms returned with any odors (to include smoke) will be cleaned and students will be assessed the fee as well.** Also, cadets will pay for lost or damaged uniform/uniform items. A cost list for each item that a cadet may possess will be listed in **Attachment 12**, at the end of the cadet guide.


 **CADET CORPS ACTIVITIES (Bolded activities are currently active).** AFJROTC sponsors various Leader Development Requirements (LDR) programs as indicated by cadet interest include: **Academic Bowl**, Civil Air Patrol, **Color Guard**, Cyber-Patriot, Drill Team, **Kitty Hawk Honor Society (KHAS)**, **Military Ball**, Model Airplane Club, **Marksmanship**, Model Rocketry, **PT Team (Warrior Club)**, UAV Club, and other activities cadets may show interested in. If interested in one of these activities, let your cadet leadership know. These are all voluntary programs. These programs require each cadet to be in **“Good Standing.”** Which means that a cadet must maintain a **2.0 GPA** quarterly for all classes, no disciplinary action (above lunch detention), and a **“B” or higher in JROTC** while participating in these programs.


 **CADET CORPS ORGANIZATION.** The KY-951st Cadet Group is an organization of three Squadrons; Operations, Mission Support, & Logistics, with up to six branches (currently three within this unit: Physical Training, Recruiting, and Kitty-Hawk). A chapter in this guide is dedicated to describe the different cadet positions, ranks and duties within the group.

 **REQUIREMENTS FOR PARTICIPATION IN ACTIVITIES.** Academic achievement is an important part of the AFJROTC program and certain academic standards must be met to participate in Leader Development Requirements (LDR) programs. Cadets must maintain academic standards set by the State of Kentucky, the Christian County principal, and SASI to travel on sponsored AFJROTC trips or participate in Leader Development Requirements (LDR) programs. **An overall grade point average (GPA) of 2.0, a “B” or higher in JROTC class, no disciplinary action; and no grade of “F” in any subject is the set minimum guidance for participation in any trip or Leader Development Requirements (LDR) programs.**

Failure to do so will result in academic probation and removal from participation in **“travel or activities”** until grades are raised to meet academic standards. This is considered being a cadet in **“GOOD STANDING.”** Other requirements to be considered a cadet in good standing include but are not limited to: No school suspensions (all aspects), no more than **“2 minor”** detentions or one missed uniform day (Wednesday) during any semester


(make-ups don't count). Participation in all unit requirements (uniform day, drill, and PT). A good attitude toward their Unit, School, AFJROTC, and Community. Although most suspensions will be handled on a case-by-case basis, fighting or drug abuse (to include: alcohol & tobacco), or any other violation that brings discredit to our program, ***will not be tolerated!***

 **MISSED ASSIGNMENTS.** Students are not allowed to make up work for ***un-excused absences.*** For ***excused absences;*** a student will have the ***“Plus-One”*** rule that coincides with cadets being responsible in a timely manner to their instructors and unit. This policy states that you are allowed the number of days absent from school plus one day to make-up all assignments. As AFJROTC cadets, you should embrace the values of this program. Learning the aspects of accountability/responsibility. ***A cadet should exhaust all efforts with makeup work.*** It is on the cadet to make up all work and seek this work from the ASI or SASI. Work not made up within ***“Plus-One”*** rule will be reported as a ***“0”*** and averaged in other grades earned during the grading period.

 **UNIFORM DAY.** Wednesday is ***“UNIFORM DAY”*** for all cadets of KY-951 (*unless otherwise directed by the SASI or rescheduled to facilitate special schedule changes*). ***This is the day that cadets will wear the proper uniform throughout the entire school day.***

THIS IS ONE OF THE MOST CRITICAL PARTS OF THIS PROGRAM

This is a way for a cadet to pay the utmost respect to the people that they share the uniform with; the United States Air Force. Chapter 10 further explains uniform day and the proper wear of the cadet uniform. Failure to comply with uniform wear requirements for ***“3 days (Three-strike Rule)”*** is grounds for ***“Removal from the JROTC program.”*** Remember that cadets must wear the uniform all day to be awarded a grade for uniform wear. The weekly uniform grade will constitute the same weight as ***“Major Test Grade”*** score for the cadet's semester average.

 **HEALTH AND WELLNESS DAY.** Friday is designated as health and wellness day each week. Fitness activities are a requirement of AFJROTC curriculum. Twenty percent of each AFJROTC class must implement physical training for the cadets. Students and parents must complete the ***“permission form/questionnaire”*** to participate in any physical activity (including field trips) for the duration of the year (cadets must re-accomplish this form annually and notify SASI/ASI immediately of any medical changes and notes from doctors will be accepted for a ***short period of time***).

If an injury is sustained that will keep students from participating in all physical activities for the majority of a grading period, **the SASI will meet with school officials for possible withdrawal from the program.** Cadets will participate in both health and wellness academics; and practical application of healthy activities. These activities will include health and fitness education along with calisthenics, fitness exercises, and muscular development. Cadets will be graded each term on participation and progress toward a healthy lifestyle. Cadets will wear the approved AFJROTC PT gear during all fitness activities. No exceptions will be granted for the PFT gear and will constitute a grade each week. Cadet PFT Gear grade will consist of 35 points, and points will be awarded in the following manner:

- 10 – Points = Proper Grooming
- 10 – Points = Wearing PFTG shirt/sweatshirt
- 10 – Points = Wearing PFTG shorts/sweatpants
- 5 – Points = Proper gym shoes (athletic or cross-trainers only)


Cadets will wear tennis or other athletic shoes to participate in fitness activities. Proper shoes are required to prevent injuries (shin splints, etc.)


Cadets will take a baseline fitness assessment before beginning a PT regime at the beginning of each school year (within 45 days of school); a final assessment will be given 30-days prior to the end of school year. No cadet is allowed to take this course without participation in the “Health & Wellness” program, not having at least “28 PT” grades will constitute a “No-Credit” for the course (NC).


DRILL DAY. Thursday is designated as “Drill Day” during the week. Drill activities are a requirement of JROTC curriculum. Drill is a part of Leadership Education and contributes to the 40% Leadership Education Curriculum required each academic school year. **Cadets must participate & perfect the 30-step drill sequence knowledge.** It must be memorized by the end of the first year of AFJROTC and must accomplish all drill movements in coordination with a flight during this time. Consideration will be taken by the SASI/ASI at the end of the school year to determine if a cadet should be retained for continuation in AFJROTC. A cadet is required to not only perform drill but be able to lead drill during their second-year of AFJROTC, for a unit inspection purposes (whether internal or external) as part of the overall unit grade of producing productive cadets. Cadets will be graded weekly on participation and progress toward perfecting drill movements (which is the 30-command drill sequence). Cadets are required to wear appropriate footwear (No flip-flops, loose and untie-able shoes, etc.). Cadet Drill Gear grade will consist of 15 points, and points will be awarded in the following manner:


- 15 – Points = Proper Shoes (must be able to tie/cover foot)

NO SANDALS/FLIP-FLOPS

 **AFJROTC GRADING POLICY.** Final grades will be computed using approximately 40% of your academic grade (Aerospace Science), 40% of your Leadership Education grade, and the final 20% of your grade will consist of a health and wellness grade. **All cadets must participate in the PT program to receive a passing grade.** Instructors will comply with local High School grading standards and reporting.

 **CADET OFFICER/NCO AUTHORITY, LIMITATIONS & RESPONSIBILITIES.** To practice and improve leadership skills, cadet officers and SNCO's are authorized to take charge and direct cadets in AFJROTC activities. To include, requesting and taking "341s" for mentoring opportunities allowing cadets to grow as leaders. **However, they must use good military discipline techniques and will never "haze" other cadets. Cadets will also not participate in what is defined by KY-951 as "Bull-Dogging" to pull 341s. This means that cadets cannot walk around to specifically take 341s, the approach with 341s is that if you witness something as a "By-Stander or Witness" this type of participation puts leadership in the authority to use this mentoring tool.**

 **CADET STAFF MEETING.** The Cadet Corps will normally conduct a formal staff meeting once each week on a day and time selected by the Commander. **This meeting is "mandatory" for all Group positions, Squadron Commanders, and Branch Chiefs.** The Corps Commander and Executive Officer will meet with the AFJROTC faculty each day as determined by the SASI.

 **AIR FORCE JROTC STUDENT CONTRACT.** All cadets will complete the student contract at the beginning of the school year. The contract embraces the minimum requirements of this course, and things to embrace to excel in the program and become a future leader. This is an item that is sent home and signed by both the cadet and parent/guardian. A copy of the cadet contract is listed as **Attachment 11,** at the end of the cadet guide.

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