



Town of Georgia
Fire Department Cadet
Standard Operating
Guidelines

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1 Membership

- 1.1.1 The Georgia Fire Department Cadet Program is open to all persons between the ages of 14 and 17 years old.
- 1.1.2 The following school-related criteria are intended to set standards for eligibility to participate in any cadet activities.
 - 1.1.2.1 Cadets must maintain passing grades as determined by their school in all courses taken. Failure to maintain passing grades in all subjects shall render a Cadet academically ineligible to participate in the Cadet Program. When academically ineligible, a Cadet shall be suspended from the Cadet Program and is prohibited from participating in any and all Cadet activities or functions until such time as his or her school verifies that the Cadet has attained passing grades in all subjects for the relevant grading period. Cadets must provide proof of eligibility to the Fire Chief or his or her designee at the end of each grading period.
 - 1.1.2.2 Cadets must be in good disciplinary standing as determined by their school's Principal. Students on suspension from classes are similarly suspended from all Cadet functions and activities as of the date of the academic suspension and shall not resume participation in the Cadet Program until the disciplinary suspension terminates.
 - 1.1.2.3 The Georgia Fire Chief, or his or her designee, shall make final determinations regarding academic and disciplinary eligibility to participate in the Cadet Program.

2 General Rules

- 2.1.1 Failure to adhere to the general and specific rules set forth herein shall be grounds for dismissal from the Cadet Program.
- 2.1.2 The general rule of conduct for the Cadet Program is, at all times, to act professionally, to project a positive image of the Town of Georgia and the Georgia Fire Department, and to faithfully serve the public. Professional conduct for Cadets includes courteous and respectful interactions at all times with members of the Department and the public and respect for the chain of command. Vulgar, offensive, discriminatory or offensive language or gestures will not be tolerated. Insubordination shall not be tolerated and shall be grounds for dismissal.
- 2.1.3 The Cadet will be held to a ZERO TOLERANCE policy for illegal drug use at all times, including unlawful use of alcohol and tobacco products. An arrest may be grounds for suspension or dismissal from the Cadet Program.
- 2.1.4 Cadets shall not leave school to respond to calls, participate in any fire activities or carry a pager during regular school hours.
- 2.1.5 Cadets shall not operate a vehicle with emergency equipment activated (i.e., sirens, red lights).
- 2.1.6 Cadets shall not operate departmental vehicles.
- 2.1.7 With the prior approval of a Georgia Fire Department Officers, and only under the direct supervision of a qualified department member, Cadets may, for training purposes only:
 - 2.1.7.1 operate power tools, hydraulic tools, pressurized air equipment and cutting tools;
 - 2.1.7.2 climb ladders and use aerial devices; and
 - 2.1.7.3 use Self Contained Breathing Apparatus (SCBA)

- 2.1.8 Cadets may be provided with a GFD key fob, but shall only enter the fire department building for fire department events, activities, or calls unless otherwise given approval by an officer.
- 2.1.9 In responding to calls, Cadets shall only ride in the cab of an apparatus and must be seated with seat belt properly fastened at all times.
- 2.1.10 Cadets shall not operate a ladder or other power-driven hoisting apparatus or partake in training or firefighting operations on a roof.
- 2.1.11 ANY injury to a Cadet must be immediately reported to a Georgia Fire Department Officer, who shall promptly document the same and report the injury to the Town Administrator.
- 2.1.12 Cadets shall familiarize themselves with and adhere to the Georgia Fire Department's Standard Operating Guidelines (SOGs), relevant provisions of the Town of Georgia personnel policy, and any other relevant and duly adopted Town policies and procedures, including the Town of Georgia Social Media Policy, at all times.

3 Emergency Response

- 3.1.1 Cadets may respond to both mutual aid and in-town calls only if: (1) there is room in the apparatus and (2) authorized by the officer in charge. However, Cadets shall not respond to calls on State or federal highways, such as VT Route 104A, U.S. Interstate 89 and VT Route 7.
- 3.1.2 Cadets are NOT permitted to respond to medical calls for which the fire department has been requested to provide assistance. (i.e., CPR in progress, lift assist, etc.)
- 3.1.3 Subject to the foregoing limitations, the decision whether or not a Cadet should respond to a particular call shall be a matter of reasonable discretion for the Cadet's parent or legal guardian, with consideration given to the time of day and nature of call.
- 3.1.4 Upon arrival at any emergency scene, Cadets shall not enter the scene and shall check in with Officer-in-Charge. He or she shall remain near the established command post unless and until directed otherwise by the Officer-in-Charge.
- 3.1.5 Cadets must wear full Personal Protective Equipment (PPE) at an emergency scene unless and until directed otherwise by a department Officer.
- 3.1.6 Cadets shall follow all orders at an emergency scene. If a Cadet is unable or unwilling to complete a task due to concerns for personal safety or for any other reason, he or she shall immediately inform the person who gave them the order.
- 3.1.7 Cadets shall not violate any federal, state or local law during an emergency response, including applicable speed limit and traffic regulations. Cadets shall respond first to the Georgia fire station and NOT directly to the emergency scene unless directed otherwise by a Georgia Fire Department Officer.
- 3.1.8 Upon arrival at an emergency scene, a Cadet shall not leave the scene without first notifying the Officer-in-Charge.
- 3.1.9 Cadets shall not respond to calls known to potentially involve hazardous materials, explosive devices, terrorist activities, or mass-casualty events, except for motor vehicle crashes. In such instance, a Cadet shall remain at the station pending further assignment by a Fire Department Officer.

- 3.1.10 Under no circumstances shall a Cadet enter a burning structure, a confined space, or an area subject to a collapse hazard. A Cadet may be escorted into such areas when the emergency situation has been resolved, for educational or training purposes, and only with approval of a Department Officer.
- 3.1.11 When SCBA use is not required, Cadets may be assigned to assist with exterior hose lines at a fire scene but must do so only under the supervision of a qualified firefighter and with the approval of the Officer-in-Charge.
- 3.1.12 Cadets must remain on the apparatus during all calls where there is a risk of down electrical lines or gas leaks until the scene has been deemed safe by the Officer-in-Charge.
- 3.1.13 Cadets shall not direct traffic or otherwise perform traffic control duties.
- 3.1.14 Cadets shall not comment to the media or purport to represent to the public the position of the Town of Georgia or the Georgia Fire Department in connection with the Department's response to any emergency. Any and all inquiries or requests for comment shall be directed to the Fire Chief.
- 3.1.15 Any personal valuables (i.e., cell phones, watches, glasses, wallets, money, etc.) found at an emergency scene, at the Fire department, or on Town property shall immediately be turned over to the Fire Chief or Officer-in-Charge, as the case may be.

4 U-16 Cadets

- 4.1.1 In addition to the foregoing, for Cadets ages 14 and 15 ("U-16 Cadets") the following standards shall apply:
 - 4.1.1.1 U-16 Cadets shall be issued turn out gear, if available, for training use only.
 - 4.1.1.2 U-16 Cadets shall not be issued a key fob.
 - 4.1.1.3 U-16 Cadets may be issued a pager depending on availability. Pagers are not to be brought to or used at school during school hours.
 - 4.1.1.4 U-16 Cadets shall not be permitted at the station outside of calls without a GFD member present.
 - 4.1.1.5 When at GFD department trainings, U-16 Cadets shall be limited to ONLY visual trainings since they are not permitted to participate physically until age 16.
 - 4.1.1.6 U-16 Cadets are permitted to go to the station for calls, but shall be limited to the radio room during the call. They shall be permitted to assist with returning apparatus to service after incidents.