

**SOUTH TRAIL FIRE & RESCUE
CADET POST 5531**



STANDARD OPERATING PROCEDURES

Revised May 2024

Fire Stations:

Station 61:

2100 Crystal Drive
Fort Myers, FL 33907
239-936-4321

Houses:

Engine 61
Rescue 61
LCEMS Medic 1

Station 62:

13500 Sophomore Lane
Fort Myers, FL 33912
239-768-0222

Houses:

Truck 62
Rescue 62
Battalion 60
Brush 62
Rescue 69
Engine 692
LCEMS Medic 35

Station 63:

5531 Halifax Avenue
Fort Myers, FL 33912
239-433-0080

Houses:

Squad 63
Rescue 63
Brush 63
Rescue 67
Marine 60

Station 64:

12780 Commonwealth Avenue
Fort Myers, FL 33913
239-454-2505

Houses:

Engine 64
Engine 69
Rescue 68

Description

The South Trail Fire District Cadet Post 5531, is a youth organization sponsored by the South Trail Fire District. The program is chartered under the Cadet Section of the Florida Fire Chief's Association. The program meets every Thursday evening from 6:00pm – 8:30pm unless otherwise specified.

GENERAL MEMBERSHIP

Any participants wishing to join the program shall be at least 14 years old, completed the 8th grade, and may remain in the program until their 21st birthday. No prospective member shall be disqualified from membership because of race, religion, color, creed, sex, etc.

All Cadets will be registered through the Florida Fire Chief's Association.

- 1.) Prospective members shall complete the application packet.
- 2.) Members will maintain **AT LEAST A GPA OF 2.5**, with quarterly report cards.
- 3.) No Cadet shall violate the trust of the Post. If the trust of the Post is violated, the lead advisor reserves the right to terminate the cadet from the program.
- 4.) **ALL MEMBERS WILL FOLLOW CADET SOP'S**. Anything not mentioned here will be blanketed by the South Trail Fire District Employee Handbook.

Fire Cadet – Ranks and Privileges

The Cadet Program is operated by a rank system. The ranks are as follows: Probationary Cadet, Cadet, Squad Leader, and Advisor

Probationary Cadet – This is the entry rank of the Cadets. This period is for administrative purposes explaining his/her responsibilities within the program. Probationary Cadets are subject to background check prior to promotion to Cadet Status.

Cadet – Once cleared from probationary status, the Cadet will be expected to pursue ride qualifications and actively participate in post activities.

Squad Leader – An intermediary role between Cadet and Advisor. This spot is reserved for senior cadets who have demonstrated excellent comprehension of knowledge and demonstrated leadership skills to help facilitate training.

Meeting Requirements

- 1.) Attendance of 75% of all meetings is required. Absence must be cleared by an advisor.
- 2.) No Meeting shall be held without an advisor present.
- 3.) Absence, tardiness, or leaving prematurely will be ground for reprimand or dismissal.
Late will be defined as after designated start time. Late will also be defined as not being prepared to begin the meeting and/or function at the designated start time.
- 4.) A Cadet not reporting to a meeting, function, drill, or class without their entire uniform and PPE is subject to disciplinary action.

Privileges

A privilege of the Fire Cadet program is the ability for them to ride along with firefighters as they run real-life emergency calls. In order to attain ride-along credentials, the cadet must:

- 1.) Regularly participate in post activities.
- 2.) Attend 75% of monthly meetings.
- 3.) Complete a Critical Incident Stress Management class (provided.)
- 4.) Become CPR certified (provided.)
- 5.) Pass the ride-along test.

Rules to acquire ride-along permission:

- 1.) Notify an advisor at least one (1) calendar day prior to date of ride-along.
- 2.) Make telephone contact with the **On-Duty Battalion Chief** the morning of the planned ride and ensure the seat is available to ride.
- 3.) Submit ride-along permission slip to an advisor. 1st ride is paper form and 2nd ride is electronic.

Ride-Along Duties

Cadets may participate with engine/ladder/rescue companies, prevention personnel, or chief officers. All officers will ensure that Fire Cadets will comply with all safety precautions and requirements of the District. While the Cadet is on ride time, he/she will partake in all station activities; including maintenance, fire prevention/inspections, public education, training drills, and limited emergency service. Once ride certified, it is highly encouraged that the cadet

ride-along at least once a month. *****AT NO TIME WILL FIRE CADETS BE EXPOSED TO ANY HAZARDOUS SITUATIONS OR ENGAGE IN ANY FIRE SUPPRESSION ACTIVITY.*****

Uniform, Hygiene, and Grooming Regulations

Males:

Hair will be clean, well groomed, and not to extend below the top of the collar. Side burns may extend to the middle of the ear. Mustaches can extend to the corners of the mouth. Side burns and mustaches will be well trimmed and groomed. Other facial hair i.e., beards, goatees, and “soul patches” are prohibited. Unnatural haircuts such as double fades, banding, or mohawks are prohibited. Only one stud style earring per ear is permitted while in uniform. Other jewelry will be restricted to wedding bands, watches, and necklaces (tucked under shirt.) No facial piercings will be permitted under any circumstances.

Females:

Hair will be clean, in a professional/neat style. Hair shall be braided, pinned, or pony-tailed. No hair shall be exposed while wearing full PPE. When dressed in Class A uniform, hair will not be required to be worn in the above styles and will be allowed to be worn down, pending it is neat and orderly. Unnatural haircuts or coloring will not be permitted. Only one stud style earring per ear is permitted while in uniform. Other jewelry will be restricted to wedding bands, watches, and necklaces (tucked under shirt.) No facial piercings will be permitted under any circumstances.

Uniforms

- 1.) All cadets are responsible to maintain the uniform items issued to them. All items shall be maintained in a presentable condition. Faded, worn, or damaged items are not acceptable. No alterations are to be made to issued items without prior approval from an advisor. All issued items must be returned to the post upon separation from the program.
- 2.) If damage occurs due to normal wear and tear, the post will furnish a replacement. In the event damage is due to neglect, the Cadet is responsible for the replacement cost.

Polo - \$25

T-Shirt - \$10

Gloves - \$85

Hood - \$50

Helmet - \$275

- 3.) Bunker gear is valued at \$2,000. In the event the Cadet separates from the program for any reason and does not return the gear/uniforms, the Cadet will be reported to the Lee County Sheriff's Office and proper charges will be filed.
- 4.) Not for any reason is the Cadet uniform to be worn one hour before or one hour after a Post event, or at any other time without prior approval from an advisor. Any Cadet lending or using the post uniform in an unauthorized manner will be subject to dismissal from the program.

Class A Uniform:

Dark blue button up

Dry-fit undershirt

Navy BDU pants

Black belt

Black boots

Class B Uniform:

Grey Polo

Dry-fit undershirt

Navy BDU pants

Black belt

Black boots

Class C Uniform:

Dry-fit undershirt

Navy BDU pants

Black belt

Black boots

Class D Uniform:

Dry-fit undershirt

Athletic shorts

Athletic Shoes

At no point will cell phones, portable music players, laptops, tablets, etc. are to be seen as part of the uniform without prior approval from an advisor. It is understood that a cell phone may be required to remain in contact with parents, etc. and will be allowed in pockets, however shall not interfere with obligations as a cadet.

Riding Procedures

- 1.) Cadets may ride a minimum of four hours and a maximum of 12 hours per shift.
- 2.) The Cadet will contact the On-Duty Battalion Chief between 0700-0715 hours.
- 3.) The Cadet understands that ride time begins at 0800 hours unless previously arranged and must arrive to the assigned station 30 minutes prior to the shift.
- 4.) Upon arrival to the station, contact the company officer, let them know you have arrived. If you cannot identify the officer, ask!
- 5.) While riding, Cadets must remain in designated station areas unless told otherwise by a South Trail employee.
- 6.) Stow your gear on your assigned truck.
- 7.) Assist firefighters with completing station duties.
- 8.) Assist firefighters with completing truck checks.
- 9.) AT NO POINT will a cadet freely occupy a firefighter recliner. Occupying a recliner at all during your shift is generally frowned upon.
- 10.) A company officer (or acting) will have the authority to terminate a cadet ride-along as they deem appropriate.
- 11.) Cadets are strictly prohibited from: possession of, use of, consumption of or being under the influence of alcoholic beverages, tobacco, or illegal substances during any Cadet or South Trail function. **Any violation of this rule will result in IMMEDIATE dismissal from the Cadet Program.**

PHOTOGRAPHY: Cadets are strictly forbidden from taking photographs or video of any scene, patients and/or victims. Violation of this rule is a felony and subject to legal prosecution and termination from the program.

CONFIDENTIALITY: Cadets are strictly forbidden from discussing patient information or incident with anyone outside of those employees directly involved with the incident. Violation of this rule is a felony and subject to legal prosecution.

Code of Conduct

- 1.) Cadets will conduct themselves in such a manner that avoids bringing unfavorable attention to the South Trail Fire District or the Cadet Program.
- 2.) In matters of general conduct, Cadets will be governed by the ordinary and reasonable rules of behavior observed by law-abiding, self-respecting citizens.
- 3.) Cadets will conduct themselves in such a manner or be a party to an act, which would impair the good order and discipline of the Cadet Program and the South Trail Fire District.
- 4.) In matters affecting the Cadet Program or the South Trail Fire District, no Cadet will give utterance by public speech, action, or similar; either directly or indirectly; without first obtaining permission from an advisor or the Chief of the District.
- 5.) Information regarding the business affairs of the Cadet Program and/or the South Trail Fire District will not be furnished to persons who are not connected therewith, except as authorized by the Fire Chief for any such purpose.
- 6.) Cadets will not use affiliation with South Trail Fire District, for the purpose of receiving personal or financial gain.
- 7.) Cadets shall not give out their names as members of the Cadet Program, or the South Trail Fire District, to any commercial or business enterprise, nor will the participants approve the use of the name "Cadet Program" or "South Trail Fire District" for any such purpose.
- 8.) Cadets will avoid using political or religious discussions while participating in Cadet related functions.
- 9.) Cadets will not be party to malicious gossip or report activity that would tend to disrupt morale or bring discredit to the program or the District.
- 10.) Cadets will not use obscene, uncivil, or boisterous language, gestures, or actions. Engagement in altercations under any circumstances is prohibited and will result in dismissal from the post.
- 11.) The falsification of records, making misleading statements, with the intent to deceive and/or the mutilation of any useful department book, record, document, or equipment, will be grounds for termination.
- 12.) Cadets will not loan, sell, give away, or appropriate for their use, any departmental or public property; nor will they pilfer or be guilty of theft at emergency scenes or elsewhere.
- 13.) Cadets will not knowingly disobey the order of an advisor or South Trail employee

- 14.) Cadets are strictly prohibited from engaging in horseplay or other conduct that may result in injury to themselves or another.
- 15.) Whenever a cadet or advisor observes or is informed of any misconduct of another cadet, action must be taken and the incident investigated.
- 16.) During sponsored functions, cadets must be in their appropriate uniforms at all times.
- 17.) Cadets are prohibited from placing personal phone calls from department phones without prior approval from an advisor or another employee.
- 18.) Cadets shall address South Trail officers by their appropriate rank and converse respectfully. The casual address of an officer will not be tolerated. If you do not know their rank, ask.
- 19.) Cadets will act in a polite and courteous manner to all visitors.
- 20.) Cadets will immediately report any injury during the performance of their duties to either an advisor or officer.
- 21.) Cadets are expected to be punctual. If unable to uphold this responsibility due to situations beyond their control, an advisor must be informed immediately.
- 22.) **There will be ZERO tolerance for any conduct involving/implying/insinuating use of drugs, gang content, or any other illegal activity. Any content discovered by a cadet is to be reported to an advisor immediately. Any cadet found directly involved or party to illegal activity, will result in immediate dismissal from the program, without any opportunity for remediation. The safety of the Cadets is paramount and such content will not be tolerated. Advisors will review each incident on a case by case basis and the issued discipline is final.**