

MADISON FIRE PROTECTION DISTRICT

FIRE CADET PROGRAM RULES AND GUIDELINES

Rules & Guidelines

The Fire Cadet Program is designed to help the Cadet become familiar with the day-to-day activities in the life of a firefighter employed and volunteering with Madison Fire Protection District.

The following are the rules and regulations as well as Standard Operating Guidelines that shall be followed by anyone participating in the program. Failure to adhere to the standards set forth in this document will result in disciplinary action including but not limited to denial from participation in the program, suspension from the program, or expulsion from the program.

1. Cadet members must be aware that the ultimate responsibility and final word for anything that occurs during a tour of duty **will reside with the officer in charge.**
2. Cadets must complete their 3 month probationary period and be CPR/first aid certified and complete the bloodborne pathogens and HIPPA courses before they are eligible to participate in the ride-a-long program.
3. Cadets must also maintain above a 2.5 school GPA to be able to participate.
4. Cadets must be in good standing and have no disciplinary action pending or being served at the time of attending the Ride-A-Long.
5. Cadets will show up for their tour on time (0730 - 0745 Hours) in clean station pants, (Navy Blue pant) closed toed boots, and station duty shirt. Directly upon arrival at the station, the Cadet should report to the officer on shift, obtain requirements and expectations of that officer in charge.
 - a. If a Cadet is going to be late, he or she is required to phone the station and inform the officer in charge of the. If that individual is not available, the Fire Chief shall be contacted.
6. No Cadet is allowed to start or operate any power or hydraulic tools or equipment without the direct supervision of the officer in charge.
7. Cadets are expected to clean up after themselves.
8. Cadets will maintain a professional attitude and will address Firefighters, Captains, and Chief Officer's with the respect deserving of their rank or "Sir" or "Ma'am".
9. It is the responsibility of the Cadet to bring their own food or find out what the crew on the shift they are assigned to does. Some of our crews provide their own for lunch so you will need to either "brown bag it" or bring money to get something when your crew goes to the store. Usually everyone eats the evening meal together so you will need to bring a few bucks to pitch in for your meals unless you bring both lunch and dinner with you.

10. Cadets **WILL** have their seatbelt fastened **AT ALL TIMES** while on board a vehicle. Any violation of this provision may result in disciplinary action.
11. Tours of duty can be anytime between 0730 hours to 2000 hours and must be at least 4 hours long. **There will be NO overnight tours for any reason.**
12. It is the responsibility of the Cadet to have transportation to and from the station. If the Cadet does not drive, the necessary transportation to and from the station should be set up prior to your arrival for tour of duty. In cases of a late emergency call, the Cadets shift will end after the expected time, so arrangements must be made to accommodate the change by the Cadet.
13. When school is in session, times for tours of duty will change to 1600 hours through 2000 hours Monday through Friday and will remain 0730 hours to 2000 hours on Saturday and Sunday.
14. While on duty, cadets are expected to: follow any reasonable and safe directive from the company officer; assist in raising and lowering of the flag at the scheduled times; and assist with normal station duties to include: inventory, cleaning and testing approved equipment. Cadets are also expected to arrive and depart for the assigned shift on time.
15. **The company officer has the ability to remove from participation any Cadet at any time subject to review by the Lead Advisor, Company Officer, and Chief Officer.**
16. **Any issues should be immediately reported to the company officer and will be reviewed by the, Company Officer and Chief Officer.**
17. **AT NO TIME SHOULD A CADET BE FORCED TO DO ANYTHING HE OR SHE IS NOT COMFORTABLE DOING.**

Ride-a-Long Program

1. No Cadet will be allowed off the apparatus for any reason if they do not have the proper protective gear for the situation at hand.
2. **Safety Vest must be worn on or near roadway**
3. Cadets are not be allowed to have any direct patient contact without the direct supervision of the officer in charge and are required to wear the suitable protective equipment (hearing protection, gloves, helmet, etc.)
4. **CADETS ARE NOT ALLOWED IN THE "HOT ZONE" OF A FIRE SCENE AT ANY TIME FOR ANY REASON! THE CADET SHOULD STAY IN THE FIRE APPARATUS OR AS CLOSE TO THE FIRE APPARATUS AS POSSIBLE AND FOLLOW THE DIRECTION OF THE DRIVER OPERATOR OF THAT UNIT WHILE THE OFFICER OF THAT UNIT IS HANDLING THE FIRE SUPPRESSION ACTIVITIES. THE CADET SHALL ONLY OBEY THE COMMANDS OF THAT DRIVER OPERATOR OR OFFICER AND SHOULD NOT REQUEST OR "FREE-LANCE" ANY ACTIVITIES OF ANY KIND. THE ULTIMATE DECISION IS LEFT TO THE OFFICER IN CHARGE.**

5. **ON EMS CALLS, CADETS ARE TO FOLLOW THE DIRECTION ON THE LEAD COMPANY OFFICER. CADETS ARE CPR CERTIFIED, FIRST AID TRAINED AND HIPAA TRAINED AND ARE ALLOWED TO ASSIST WITH TRANSPORTING GEAR AND HELP IN A MATTER WITHIN THAT SCOPE OF PRACTICE. THE LEAD COMPANY OFFICER ULTIMATELY DETERMINES WHAT HE OR SHE FEELS COMFORTABLE WITH THE CADET PARTICIPATES IN.**

Contract of Understanding

I and my son/daughter have read all of the Fire Cadet Guidelines and understand the guidelines set up to outline the purpose of the Fire Cadets. I and my son/daughter understand that Fire Cadets serve as supporters of the Madison Firefighters to learn the basics of Firefighting and to prepare them to become a full member at the age of 18. I and my son/daughter understand that Fire Cadets are to follow all instructions from members of the MFPD and that the general standard of conduct is to act in the manner of a professional. I and my son/daughter understand that he/she is expected to be courteous and respectful of other members (Cadets and Regular) and to all citizens as they are representing the Madison Fire Protection District. I and my son/daughter understand there is a “zero tolerance” policy regarding drug and alcohol use. I and my son/daughter understand that by signing this Contract of Understanding we are declaring that any violation of the guidelines is grounds for immediate dismissal. I and my son/daughter understand that any acts that violate the guidelines and that are illegal by state law will be referred to the Yolo County Sheriff Office.

Fire Cadet Signature and Date

Parent/Guardian Signature and Date

Acknowledge Receipt of Guidelines

I acknowledge that I and my son/daughter have received a copy of the Madison Fire Protection District Fire Cadet Program Guidelines and have reviewed them prior to signing these documents.

Fire Cadet (Signature/ Date)

Parent/Guardian (Signature/Date)

I acknowledge that the above received a copy of the Madison Fire Protection District Cadet Program Guidelines.

Fire Chief (Signature/Date)