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## Contact Details – Quick Ref

**Telephone** 0115 9812825

**Email Address** [office@2425atc.org.uk](mailto:office@2425atc.org.uk)

(emails are monitored daily)

**Web site** [www.2425atc.org.uk](http://www.2425atc.org.uk)

### **Address**

2425 (Nottingham Airport)  
Squadron  
Air Training Corps,  
Nottingham Airport,  
Tollerton,  
NG12 4GA.

(We cannot accept mail to this address. Ring first if you need to post anything to us)

## ***Directions***

From the A52 (Gamston Lings Bar Road) take signs to Tollerton (and Nottingham Airport); the airport is on the left before Tollerton village. Take the second of the three entrances (the one before the main airport entrance and Miahs restaurant) on the left just after the large hangar building visible from the road - then turn sharp left in front of the hangar. Our building will be visible to you ahead.

## Welcome to 2425 Squadron!



Thank you for joining 2425 (Nottingham Airport) Squadron!

We hope that you will have fun during your time in the Air Training Corps (ATC) or Air Cadets as it is also known.

This booklet aims to tell probationers, parents or guardians what you need to know on first joining the ATC.

A Good starting point is to visit our website [www.2425atc.org.uk](http://www.2425atc.org.uk). Here you will find all sorts of information about the ATC and our squadron, plus pictures of events. So you will be able to get a good impression of what it is like to be an Air Cadet.

You could also visit the main Air Cadets website [www.aircadets.org](http://www.aircadets.org).

## **Terminology Used**

Before we go much further I'll introduce you to some terms that you may hear around the Squadron and used in this booklet.

***Probationer***      *trainee Air Cadet i.e. you!*

***ATC***                *Air Training Corps, also known as Air Cadets.*

***Corps***                *The Corps (pronounced 'core') is another name for the ATC.*

***Region***                *the country is split into Regions (we are in the Central and East Region).*

***Wing***                 *the Region is split into Wings (ours is South and East Midlands Wing).*

***Squadron***            *the wing has several Squadrons and each has a number. You have joined 2425 (Nottingham Airport) Squadron which is based at Tollerton.*

***Squadron HQ***            *another name for our building at Tollerton.*

<b>Flight</b>	<i>the Squadron is split into two flights or teams: 'A' Flight and 'B' Flight.</i>
<b>The 'C.O.'</b>	<i>also known affectionately as '<b>the Boss</b>' - is in charge of the Squadron.</i>
<b>Staff</b>	<i>uniformed and non-uniformed staff that run the Squadron.</i>
<b>Committee</b>	<i>made up of volunteers who are not staff. Often parents of cadets who look after things like the finances and cadet welfare, etc.</i>
<b>Chairperson</b>	<i>is in charge of the Committee.</i>
<b>Parade Night</b>	<i>the nights we meet, i.e. Monday and Thursdays are Parade Nights.</i>
<b>3822</b>	<i>this is your record of achievement booklet, used to record progress and identify you as an Air Cadet when you go to RAF establishment. It also enhances your CV when applying for jobs as employers do value membership of the Air Training Corps.</i>

Hopefully the above will be useful to you as you read on and become more involved in the ATC.

## A Brief Introduction To The ATC



Here is some information about the ATC, courtesy of the main ATC website [www.aircadets.org](http://www.aircadets.org) ...

*“With almost 35,000 members, aged from 13 to 22 years, within over 1,000 Squadrons, the ATC is one of the country's premier youth organizations and the world's largest youth air training organization. The Cadets are supported by a volunteer Staff of nearly 10,000 plus 5,000 Civilian Committee Members.”*

*The Aims of the Air Training Corps are:*

- To promote and encourage among young people a practical interest in aviation and the Royal Air Force*
- To provide training which will be useful in the Services and civilian life*
- To foster the spirit of adventure and develop qualities of leadership and good citizenship '*



Now I know that all sounds very formal but in addition to the above our cadets are here for the friendship and exciting activities that they are able to participate in. We list these later.

## **ATC Video**

You may borrow a video from the Squadron that provides a very good introduction to the Air Training Corps.

We also have copies of this video on DVD. Please ask if you wish to borrow a copy. Remember to show it to family and friends.

## Starting as a Probationer

### *What is a Probationer?*

The term Probationer simply means that you are a trainee Air Cadet.

### *Training*



To become a First Class Cadet, the next step up from Probationer, you have to undertake a series of lessons, followed by a simple test.

Don't worry because these lessons and the test are not difficult.

If you attend regularly the lessons last about 12-15 weeks. Different subjects are taught at each Parade Night. 7 tests are taken throughout the training period. Each test is multiple-choice and consist of 10 questions. Don't worry, they are not difficult!

Here are just some of the subjects that you will cover in the lessons: you are taught about the ATC and RAF; who's who on the Squadron; ranks and badges; drill, airmanship, radio, field craft and camp craft, etc.

During the training you will also be issued with your blue uniform and will buy your 'greens' ('combats').

In the ATC you will be addressed by your surname, e.g. "Probationer Smith" by the staff and other cadets. Don't worry you'll soon get used to hearing cadets called by their surnames. That's just the way things are done!

### ***Passing Out***

After passing your test, you 'pass out'.

This means you are now a First Class cadet. You can now go flying, participate in Wing sports events, go to RAF bases, etc.

You will receive your 3822. The 3822 is the Cadets Record of Achievement in which all future cadet-related activities will be recorded. It also acts as your pass to get into RAF bases.

You also receive a First Class Cadet badge to sew onto your uniform and a 'passing out' certificate is awarded, usually by the Commanding Officer.

### ***Probationer Duty Officer***

Probationers are trained by C.I. Phil Gregg who, incidentally, also looks after the Squadron website. You may contact C.I. Gregg by phoning 0115 9812825 or sending an email to info@2425.

## ***When do we meet?***

We meet every week, twice a week.

Mondays	6.45pm until 9.30pm
Thursdays	6.45pm until 9.30pm

These nights are known as Parade Nights. The more Parade Nights you attend, the faster you 'pass out' and the quicker you will make friends and feel part of the ATC.

There are occasional weekend events too, e.g. Camps, etc.

## ***Forms to Complete***

On your first Parade Night we will ask your parents to complete the Probationer forms and we will talk to you about being an Air Cadet. Simple really!

You will need to supply two passport photographs as soon as possible.

## ***Basic Kit for Probationers***

You will need to buy some basic items of equipment or 'kit'. You don't have to buy all of these items straight away though.

Your blue uniform is issued free but a small deposit may shortly be introduced. This will be refunded on return of the uniform when leaving the ATC.

You will need boots to wear with your greens at around £20 - £60 depending on whether you buy new or used. E.g. Army boots or Magnums. You may buy these from suppliers such as Anchor or Yeomans or on-line at Cadet Direct (see our website links page).

In time, parade shoes are required to wear with your blue uniform and these are £30. These are available through the Squadron and are supplied new. Initially though you may wear plain smart flat-soled black shoes, e.g. Well polished school shoes.

Sometimes 'Greens' (also called combats and DPMs) may be supplied through the Squadron, subject to availability of stock and are £3.50 for each item (trousers, shirt, and jacket). However, stocks are very limited.

You will need some basic camping kit: knife, fork and spoon; mess tin; sleeping bag; plastic or enamel cup.

Waterproofs can be bought or borrowed from Squadron.

Later on you may decide to buy a cooker, have your own tent, etc.

## **Activities**

Once a cadet (and during training) you will be able to take part in lots of activities. Most of these take place on Parade Nights, others take place at weekends.

As well as personal enjoyment and achievement, taking part in activities and sports earns points for our Squadron. The Squadron is judged on, amongst other things, participation in events, activities and sports against other Squadrons in the Wing.

### ***Flying and Gliding***



One of the most exciting activities of course is the flying and gliding. This is when you go up in a powered glider or light aircraft with an experienced flying instructor and you take control of the plane!

### ***Sports***

There are sports events where you may earn awards, certificates and medals as well as points for your Squadron. Who knows, you may be good enough to represent your Wing, Region or even at





the top level, the Corps!

### ***Target shooting***



Target shooting takes place on a proper range at RAF bases using live ammunition. Cadets are fully supervised by qualified staff and with full attention to safety procedures.

### ***Night Exercises***

Get cammo'd up (wear camouflage cream). Carry out missions. Capture the enemy. Avoid capture. Return to HQ without being caught!

### ***Camping***

Stay away with the squadron or go on large camps with other squadrons, sometimes at working RAF bases and even, if you are lucky enough to be selected, you may be able to go abroad!

## ***Radio Operation***

Learn how to operate a multi-way radio operated on military frequencies. Learn the phonetic alphabet (Alpha, Bravo, Charlie, etc.). Even become licensed as a radio amateur ('Radio Ham').

## ***Duke of Edinburgh award scheme***

Achieve D of E awards.

## ***Other Activities***

If that's not enough other activities are ...

**Aircraft modelling**

**Aircraft recognition**

**Problem solving**

**First aid**

**Drill and parades**

**Air shows**

**Summer balls**

**Christmas parties**

**Race nights and presentation evenings**

**Open days.**

## ***Make Friends!***

Part of the fun is not only taking part in the above with your own Squadron but meeting other cadets from other Squadrons all over the UK and even abroad if you are lucky. These cadets may soon become friends as you get to meet them at camps and competition days, etc.

## **Information for Parents and Guardians**

### ***Subs***

Subs are only £6 a month or £1.50 a week.

These are payable on the first Monday in the month.  
*Please remember to bring your subs and please bring the correct amount.*

We would prefer that you set up a Standing Order - please ask.

### ***Other costs***

There are charges made to cover accommodation, food and travel to certain events and camps, etc. We usually ask for the money a few weeks in advance.

The Squadron is mainly self-funded so unfortunately such charges have to be made.

### ***Hardship***

If you feel that you may have a genuine hardship claim then please refer this to any member of the Committee or Staff as there may be help available in some cases.

## ***Kit***

See also the section on Basic Kit for Probationers. Equipment and clothing can be bought at reasonable prices from suppliers such as Anchor Supplies in the Cattle Market, Nottingham. Also see our website [www.2425atc.org.uk](http://www.2425atc.org.uk) "links" page for suppliers, or ask a member of staff. Often these suppliers will give discounts on proof of being in the Air Cadets.

## ***Welfare***

The Committee is officially charged with the cadets' welfare. If a cadet is having any problem whatsoever he or she, or a parent or guardian, may go to any member of staff or senior cadet to seek help.

We do not tolerate bullying or threats. In the unlikely event of a problem the Cadet or parent must speak to a member of staff or Committee straight away and the matter will be dealt with immediately. We would rather lose the bully than you.

Serious disciplinary matters may result in demotion or even expulsion of the offender from the ATC.

Any parent or guardian is welcome to see the C.O. or any member of the Staff or Committee at any time. If you think there is a problem then please come and see us.

### ***Special Needs***

It is important that you make us aware at the outset of any learning difficulties, Dyslexia, etc. so that we can provide extra help and support to your son or daughter as required. In fact you will almost certainly be in the best position to advise on what special steps may need to be taken to help your son or daughter progress through lessons and other activities.

### ***Visits***

You are always welcome to pop into the building to see what we do. Ideally call us first to make sure someone is around to attend to you.

### ***Health and Safety***

Where necessary activities are risk-assessed and there are strict safety guidelines.

## ***Access and Parking***

Please enter the site by the second gate after the large hangar if approaching from Nottingham or the first gate before the large hangar if coming from Tollerton (the one after the main airport entrance).

24 hour Access is required for the lorries that are based in the compound across from our building so please leave access clear.

## ***Behaviour and Standards***

We do expect Cadets to be smart and set a good standard of behaviour and to respect members of Staff and other cadets. We like our cadets to have smart haircuts and the boys to be clean shaven.

Remember that when your child is appearing in public he or she is not only representing the Squadron but the Air Cadets organisation as a whole.

Cadets must not bring dangerous items to Squadron.

Cadets must not use MP3 players (or CD, Mini-Disc etc.) on a Parade Night – even at break. On camp these may be used only when off duty and only if authorised by a member of staff.

Jewellery is not allowed to be worn except two gold studs for the girls and watches.

## ***Staff***

All staff are volunteers. So don't be daunted by the uniforms, etc. If you wish to speak to anyone then please do so.

Staff are security-vetted (CRB checks are made) and there are strict guidelines in place for staff interaction with the cadets.

## ***Parents - Can you help?***

Are you looking for an interest outside of work? Do you have special skills that could be useful to the Squadron? Then why not get involved? We have volunteers that do sports, modelling, run the website, etc.

If so, you could help out as an adult volunteer. You may consider becoming a Civilian Instructor (non-uniformed member of staff). Or in time you may wish to become more involved and go into uniform. Just contact a member of staff if you are interested or see the Adult Volunteer website (linked from our site).



## ***Please Support The Cadets***

From time to time we hold fund raising events. The Squadron is dependent on funds raised in this way for the majority of its income.

So please support us when your child comes home with another 'begging letter' asking for raffle prizes, etc. or please help us by attending events.

It is these funds that pay for trips, camps, equipment, sports events, tents, etc. for your child.

## **The Staff and Committee**

Staff are all volunteers and they come from all walks of life.

Some are parents of cadets or ex-cadets, some are ex-cadets and others are simply volunteers.

You can put names to faces by looking at the Staff board in our main room.

- Officer Commanding Flt Lt R Frost
- WO L. Parker (Acting)

### **Staff**

- Warrant Officer L. Parker
- ASgt A. Street
- SAC Jameson (RAF)
- Civilian Instructor Mrs. M. Parker
- Civilian Instructor A. Wardle
- Civilian Instructor Mrs. M. Wardle
- Civilian Instructor P. Gregg
- Civilian Instructor P. Trease
- Squadron Chaplain Revd. M.H. Wainwright

## Civilian Committee

- Chair Mrs J. van der Zwart
- Treasurer Mrs. M. Gregg
- Miss F. Steven
- Mrs J. Walden
- Mrs M. Finch
- Mr B Chilvers

**Thank you!**

We hope that you have found this booklet to be a useful introduction to the Air Cadets and we hope that it gives you some idea of the fun that lies ahead as an Air Cadet with 2425 Squadron.

If you need any other information then please contact us. If you think that there is anything missing from this booklet then please let a member of staff know.

We are always on the lookout for new recruits so please tell your friends about us.

**The Staff and Committee of  
2425 (Nottingham Airport) Squadron ATC.**



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