

AIR FORCE JUNIOR ROTC (OH-881)
COURSE SYLLABUS
AY 2019-2020
AFJROTC-100/200

COURSE NAME: AFJROTC-100/200

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Elective Credit for the entire semester (must complete both quarters).

PREREQUISITES: JROTC-100 (for 200 credit), and be a cadet in “Good Standing.” Any students registering for this course with a 2.0 GPA or lower, and any discipline issues must have Senior Aerospace Science Instructor (SASI) approval before enrollment.

INSTRUCTOR’S NAMES: Major Couch/CMSgt Franklin

REQUIRED TEXT AND MATERIALS:

Aerospace Science 200: The Science of Flight: A Gateway to New Horizons

Unit 1: How Airplanes Fly
Unit 2: Working Through Flight Conditions
Unit 3: Flight and the Human Body
Unit 4: Flying from Here to There

Leadership Education 100: Traditions, Wellness, Foundations of Citizenship

Chapter 1: Introduction to JROTC Programs
Chapter 2: Personal Behavior

Leadership Education 200: Communication Awareness and Leadership

Unit 1: Learning and Communication
Unit 2: Communicating Effectively

AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627 Chapters 1 – 3, Student workbooks, Selected Videos and the Cadet Guide

COURSE DESCRIPTION: AFJROTC 100/200 is course taking forward steps in cadet development. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). **The Science of Flight (AS-200)** is an introductory course and customized textbook that focuses on how airplanes fly, how weather conditions affect flight, flight and the human body, and flight navigation. The course is designed to complement materials taught in math, physics, and other science-related courses and is aligned with the National Science Education Standards, the Math Standards and Expectations, and ISTE National Educational Technology Standards for Students. In this course, every lesson includes a “Quick Write” and a short story related to the lesson; a “Learn About” that tells students what they’ll learn from the lesson; a list of vocabulary words in the lesson; “Wing Tips” that highlight specific and interesting facts; and many biographies and profiles. Each lesson closes with “Checkpoints” that will allow students to review what they have learned. An “Applying Your Learning” section at the end of each lesson presents discussion questions that will give them a chance to use what they have learned and provides another way to reinforce their understanding of the lesson’s content. The text has four chapters, each of which contains a number of lessons.

Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship is the component of JROTC leadership education. It is intended for students who are entering the AFJROTC program and beginning their high school studies. It will introduce cadets to history, organization, mission, traditions, goals, and objectives of JROTC for all services. It introduces key military customs and courtesies, how to project a positive attitude, and exam the principles of ethical and moral behavior. It provides strategies for effective note taking and study skills for academic success. Lessons will cover how to be emotionally, mentally, and physically healthy. Avoiding and preventing violence in today's society will also be covered. How to recognize types of bullying and how to advocate for prevention of this type of behavior. It will cover healthy living, physical fitness, and how to make safe, drug-free, and responsible decisions. This textbook will also examine the negative effects of air and water pollution, and how to help keep the environment safe. Cadets will be introduced to civics and our national government, including a historical understanding of the American flag and other important national symbols. The final chapter will also cover how the US Constitution protects our rights and freedoms as American citizens.

Leadership Education 200: Communication, Awareness, & Leadership stresses communications skills and cadet corps activities. Much information is provided on communicating effectively, understanding groups and teams, preparing for leadership, solving conflicts and problems, and personal development. Written reports and speeches compliment the academic materials. Cadet corps activities include holding positions of greater responsibility in the planning and execution of corps projects.

Leadership Education 500: Drill and Ceremonies course provides an in-depth introduction to drill and ceremonies. The course concentrates on the elements of military drill, and describes individual and group precision movements, procedures for saluting, drill, ceremonies, reviews, parades, and development of the command voice. Students are provided detailed instruction on ceremonial performances and protocol for civilian and military events and have the opportunity to personally learn drill. Though each class will follow an established lesson plan, most of the work is to be hands-on. Instructors are provided AFM 36-2203 to teach the Drill and Ceremonies course. There is also a Drill and Ceremonies Instructional DVD available to aid you in teaching drill. The

Wellness/Physical Fitness portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Presidential Physical Fitness standard calculated with age and gender. The goal of the CHWP is to motivate JROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued** PT uniform (CORPS T-shirt's) on **Fridays**.

COURSE OBJECTIVES AND GOALS:

Science of Flight: Gateway to New Horizons:

1. Analyze the elements of flight.
2. Evaluate how atmospheric conditions affect flight.
3. Evaluate how flight affects the human body.
4. Analyze flight navigation and the purpose of aerial navigation aids.

Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship

1. Analyze the heritage, organization, and tradition of service programs.
2. Analyze the benefits of positive personal behavior.
3. Evaluate healthy living through physical activity and good nutrition.
4. Apply safe, drug-free decisions.
5. Analyze the importance of citizenship in the United States.

Leadership Education 200: Communication, Awareness, & Leadership:

1. Apply the key factors of effective communications.
2. Know the ways in which personal awareness affects individual actions.
3. Know the key elements of building and encouraging effective teams.

- Apply the key behaviors for becoming a credible and competent leader. Know the definitions of encoding and decoding.

LE-500: Drill & Ceremonies

- Know the importance of drill and ceremonies.
- Know basic commands and characteristics of the command voice.
- Apply and execute the concepts and principles of basic drill positions and movements.
- Know when and how to salute.
- Apply the principles and procedures of drill movements used with smaller units to the movement of a squadron.
- Know the function of the group and the wing.
- Know how groups and wings are formed.
- Know the purpose and definition of ceremonies and parades.
- Know the 30-command sequence.

Wellness and Physical Fitness:

- Create an individualized training program based on national standards by age and gender.
- Identify areas of improvements for each cadet and provide guidance for improvement.
- Incorporate a physical training program to reach fitness goals.
- Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
- Create an individualized training program based on national standards by age and gender.
- Identify areas of improvements for each cadet.
- Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training uniform on FRIDAYS (part of their grade).

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the SASI. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the ASI. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI and the SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Ohio State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released.** Make-up day for excused absences on uniform day is the VERY NEXT DAY. There will be **no uniform make-up for unexcused absences.** Failing to wear the uniform all day will result in a "0" (zero) grade for that uniform day. Multiple failures to wear your

uniform (5) will lead to disenrollment from the course. Cadets are required to wear their issued **Physical Fitness** uniforms on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the "Fines/Holds" list until the uniforms are paid for/returned to OH-881.

EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test. These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC-100/200 curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade): Today's workforce does not earn a paycheck unless they show up ready for work. Cadets earn grades commensurate with their class participation and effort. Cadets who are not present or prepared cannot participate fully in class. This is especially key to drill and physical fitness. Class preparation includes cadet adherence to proper grooming standards daily as outlined in Air Force Instruction and school dress code.

TESTS/QUIZZES (Daily Grade): Weekly and daily quizzes will be administered throughout the course. Tests/Quizzes will cover all material taught since the last quiz or test and to reinforce requirements that are required repeat verification to meet Air Force JROTC requirements (i.e. cadet guide, Chain-of-Command, 30-count drill sequence, uniform requirements, etc.).

HOMEWORK/CLASSWORK: Assignments are due at the beginning of the class period, unless otherwise directed or the cadet has an excused absence that day. For excused absences, the assignment will be due on the next class day that the cadet is present. Assignments not turned in on the due date because of an unexcused absence (to include ISS/ISI/Exclusion) will receive a "0" (zero) grade for that assignment.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each semester, and expected to participate.

CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS: Throughout the semester, the cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. Cadets must be in good academic and disciplinary standing to participate.

CLASS BEHAVIOR: The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires its members to adhere to higher standards than might be found among the student population. **Inappropriate behavior**, in or out of uniform, is prohibited while in participating in AFJROTC. This behavior includes, but is not limited to, consuming alcohol, drug abuse, tobacco use, horseplay, public displays of affection, fighting, disparaging remarks, insubordination, disrespect, verbal threats (to include spreading rumors) and physical attacks.

CELL PHONES: Cell phone policy is in accordance with Tecumseh High district instructions. Cell phones must remain turned off and out of sight during the instructional day. Students, who use the telecommunications device during the school day, will have the device confiscated. Parents may pick up the confiscated device from Tecumseh High's front office. Any student who refuses to turn over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.

EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. Element Leader -Flight Sgt – Flight CC – Squadron /First Sergeant – Squadron Deputy Commander/ Squadron /CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET Squadron /CC WITHOUT YOUR FLT CC WITH YOU.**
2. Always use the titles sir/ma'am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don't be late to class, events, practices, etc. (15 minutes early is on time!!)

4. Always bring your required items to class (notebook, pen/pencil, textbook, etc).
5. Wear the correct uniform on the appropriate day.
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully and attentively to speaker/presenter/fellow cadets when they are speaking.
9. Treat others with mutual respect. Profanity, vulgar language, racial or ethnic slurs, derogatory comments, sexual harassment, or harassment of any cadet or student will not be tolerated.
10. Remain in your seat unless given permission to move about the room
11. Remain professional; do not sit on desks, tables, trash cans, etc.
12. Unauthorized personnel are not allowed in the staff offices.
13. Always use the trash can to dispose of trash. If you see trash on the floor, clean it up.
14. No eating, drinking and **ABSOLUTELY** no **CHEWING GUM** in the classroom. (Only sealable water bottles)
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, school, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and your self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES:

1. Enter the classroom and proceed directly to your desk.
2. Place books and backpacks under your desk.
3. The Flight Commander will call the class to **“ATTENTION”** when the class begins (after morning announcements for 1st period and or after the morning bell), then the Flight Sgt gives the command to REPORT.
4. Each Element Leader will perform a ½ left face, salute the Flight Sgt and state:

- a. ***If no cadet is absent: “Sir/Ma’am, Flight XX all present and/or accounted for!***
- b. ***If there are cadets absent, “Sir, cadet (rank/last name for each person absent).***

5. Next, the Flight Sgt salutes the Flight CC and states “Sir/Ma’am, XX Flight all present (or names the cadets that are absent)”.
6. The Flight CC then returns the salute, faces the Instructor, salutes and states “Sir/Ma’am, XX Flight all present (or names the cadets that are absent)”.
7. After instructor returns the salute, and states “take your seats” the flight Commander will echo the command by stating “Flight, be seated”.
8. When the bell rings or at the signal of the instructor, the Flight Commander will call the flight to “ATTENTION”. Cadets will come to the position of ATTENTION, after coming to the position of attention, the Flight Commander will salute the Instructor and ask “Sir, permission to dismiss the Flight” After the instructor returns the salute and states “dismiss the Flight” the Flight Commander will command “DISMISSED” to the flight, at which time the flight will return a motivational response of “Yes, Sir/Ma’am!!!”

AIR FORCE JUNIOR ROTC (OH-881)
COURSE SYLLABUS
AY 2019-2020
AFJROTC-300/400

COURSE NAME: AFJROTC-300/400

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Elective Credit for the entire semester (must complete both quarters).

PREREQUISITES: JROTC-100, 200, 300 (for 400 credit), and be a cadet in “Good Standing.” Any students registering for this course with a 2.0 GPA or lower, and any discipline issues must have Senior Aerospace Science Instructor (SASI) approval before enrollment.

INSTRUCTOR’S NAMES: Major Couch/CMSgt Franklin

REQUIRED TEXT AND MATERIALS:

Aerospace Science 220: Cultural Studies: An Introduction to Global Awareness

Chapter 1: The Middle East
Chapter 2: Asia
Chapter 3: Africa
Chapter 4: Russia and the Former Soviet Republics
Chapter 5: Latin America
Chapter 6: Europe

Leadership Education 300: Life Skills & Career Opportunities

Chapter 1: Charting Your Financial Course
Chapter 6: Applying for Jobs
Chapter 7: Working for the Federal Government

AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627 Chapters 1 – 3, Student workbooks, Selected Videos and the Cadet Guide

COURSE DESCRIPTION: AFJROTC 300/400 is course taking forward steps in cadet development. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). **An Introduction to Global Awareness (AS-220)** is a customized course about the world’s cultures. The course is specifically created for the US Army, Marine Corps, Navy, and Air Force Junior ROTC programs. It introduces students to the world’s cultures through the study of world affairs, regional studies, and cultural awareness. The course delves into history, geography, religions, languages, culture, political systems, economics, social issues, environmental concerns, and human rights. It looks at major events and significant figures that have shaped each region. Throughout the course, there are readings, video segments, hands-on activities, other optional activities, technology enrichment, and assessments to guide in the reinforcement of the materials.

Twenty First Century Skills as defined by the Partnership for 21st Century Skills are integrated into the course. These include learning and innovation (thinking) skills—critical thinking and problem solving, creativity and innovation, and communication and collaboration; information, media and technology skills—information literacy, media literacy, and ICT (information, communications and technology) literacy; and life and career skills—flexibility and adaptability, initiative and self-

direction, social and cross-cultural skills, productivity and accountability, and leadership and responsibility. Again, the content of this course is correlated using the National Geography and Social Studies Standards. These include the National Geography Standards - Geography for Life; and the National Council for the Social Studies (NCSS) standards. In addition, the technology enrichment activities are correlated to the National Education Technology Standards for Students.

Leadership Education 300: Life Skills and Career Opportunities, Second Edition provides an essential component of leadership education for today's high school students. This course is designed to prepare students for life after high school in the high-tech, globally oriented, and diverse workplace of the 21st century. Students will learn how to become a more confident financial planner and to save, invest, and spend money wisely, as well as how to avoid the credit trap. They will learn about real-life issues such as understanding contracts, leases, warranties, legal notices, personal bills, practical and money-saving strategies for grocery shopping, apartment selection, and life with roommates. The Holland Interest Inventory and other self-assessments will help them to reveal their attitudes, aptitudes, and personal skills. This self-understanding will allow them to explore career paths and understand requirements that they will need to be successful at work and in life.

Leadership Education 500: Drill and Ceremonies course provides an in-depth introduction to drill and ceremonies. The course concentrates on the elements of military drill, and describes individual and group precision movements, procedures for saluting, drill, ceremonies, reviews, parades, and development of the command voice. Students are provided detailed instruction on ceremonial performances and protocol for civilian and military events and have the opportunity to personally learn drill. Though each class will follow an established lesson plan, most of the work is to be hands-on. Instructors are provided AFM 36-2203 to teach the Drill and Ceremonies course. There is also a Drill and Ceremonies Instructional DVD available to aid you in teaching drill. The

Wellness/Physical Fitness portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Presidential Physical Fitness standard calculated with age and gender. The goal of the CHWP is to motivate JROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued** PT uniform (CORPS T-shirt's) on **Fridays**.

COURSE OBJECTIVES AND GOALS:

Cultural Studies: An Introduction to Global Awareness

5. Know how historical, geographic, religious, and ethnic factors have shaped the six major regions of the world.
2. Know how economic, political, and social factors impact cultures.
3. Know how environmental resources influence global economic development.
4. Know how population density, famine, war, and immigration influence the world.
5. Know how the economic systems of communism and capitalism have shaped the six major regions of the world.
6. Comprehend how cultural perspectives of time, space, context, authority, interpersonal relationships, and orientation to community affect interactions among people.

Leadership Education 300: Life Skills and Career Opportunities

1. Analyze the elements of successful financial management skills.
Create a plan to safeguard personal resources.
2. Create a plan to safeguard personal resources.
3. Analyze the different ways of pursuing a career path.
4. Analyze the requirements for applying to a college or university.
5. Analyze positive and negative impact of college life in meeting career goals.
6. Evaluate the essential process for successfully pursuing desired career or job.
7. Evaluate the benefits of working for the Federal Government.
8. Create a plan for successful career development.

LE-500: Drill & Ceremonies

10. Know the importance of drill and ceremonies.
11. Know basic commands and characteristics of the command voice.
12. Apply and execute the concepts and principles of basic drill positions and movements.
13. Know when and how to salute.
14. Apply the principles and procedures of drill movements used with smaller units to the movement of a squadron.
15. Know the function of the group and the wing.
16. Know how groups and wings are formed.
17. Know the purpose and definition of ceremonies and parades.
18. Know the 30-command sequence.

Wellness and Physical Fitness:

1. Create an individualized training program based on national standards by age and gender.
2. Identify areas of improvements for each cadet and provide guidance for improvement.
3. Incorporate a physical training program to reach fitness goals.
4. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
5. Create an individualized training program based on national standards by age and gender.
6. Identify areas of improvements for each cadet.
7. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training uniform on FRIDAYS (part of their grade).

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the SASI. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the ASI. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI and the SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM (5) AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Ohio State Board of Education

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EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test. These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC-300/400 curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade): Today's workforce does not earn a paycheck unless they show up ready for work. Cadets earn grades commensurate with their class participation and effort. Cadets who are not present or prepared cannot participate fully in class. This is especially key to drill and physical fitness. Class preparation includes cadet adherence to proper grooming standards daily as outlined in Air Force Instruction and school dress code.

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HOMEWORK/CLASSWORK: Assignments are due at the beginning of the class period, unless otherwise directed or the cadet has an excused absence that day. For excused absences, the assignment will be due on the next class day that the cadet is present. Assignments not turned in on the due date because of an unexcused absence (to include ISS/ISI/Exclusion) will receive a "0" (zero) grade for that assignment.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each semester, and expected to participate.

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CELL PHONES: Cell phone policy is in accordance with Tecumseh High district instructions. Cell phones must remain turned off and out of sight during the instructional day. Students, who use the telecommunications device during the school day, will have the device confiscated. Parents may pick up the confiscated device from Tecumseh High's front office. Any student who refuses to turn over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.

EXPECTATIONS FOR CADETS

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2. Always use the titles sir/ma'am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don't be late to class, events, practices, etc. (15 minutes early is on time!!)
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc).
5. Wear the correct uniform on the appropriate day.
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.

8. Listen respectfully and attentively to speaker/presenter/fellow cadets when they are speaking.
9. Treat others with mutual respect. Profanity, vulgar language, racial or ethnic slurs, derogatory comments, sexual harassment, or harassment of any cadet or student will not be tolerated.
10. Remain in your seat unless given permission to move about the room
11. Remain professional; do not sit on desks, tables, trash cans, etc.
12. Unauthorized personnel are not allowed in the staff offices.
13. Always use the trash can to dispose of trash. If you see trash on the floor, clean it up.
14. No eating, drinking and **ABSOLUTELY** no **CHEWING GUM** in the classroom. (Only sealable water bottles)
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, school, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and your self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES:

1. Enter the classroom and proceed directly to your desk.
2. Place books and backpacks under your desk.
3. The Flight Commander will call the class to **“ATTENTION”** when the class begins (after morning announcements for 1st period and or after the morning bell), then the Flight Sgt gives the command to REPORT.
4. Each Element Leader will perform a ½ left face, salute the Flight Sgt and state:

c. If no cadet is absent: “Sir/Ma’am, Flight XX all present and/or accounted for!

d. If there are cadets absent, “Sir, cadet (rank/last name for each person absent).

5. Next, the Flight Sgt salutes the Flight CC and states “Sir/Ma’am, XX Flight all present (or names the cadets that are absent)”.
6. The Flight CC then returns the salute, faces the Instructor, salutes and states “Sir/Ma’am, XX Flight all present (or names the cadets that are absent)”.
7. After instructor returns the salute, and states “take your seats” the flight Commander will echo the command by stating “Flight, be seated”.
8. When the bell rings or at the signal of the instructor, the Flight Commander will call the flight to “ATTENTION”. Cadets will come to the position of ATTENTION, after coming to the position of attention, the Flight Commander will salute the Instructor and ask “Sir, permission to dismiss the Flight” After the instructor returns the salute and states “dismiss the Flight” the Flight Commander will command “DISMISSED” to the flight, at which time the flight will return a motivational response of “Yes, Sir/Ma’am!!!”