



## 121 RED ARROWS SQUADRON ROYAL CANADIAN AIR CADETS

### INFORMATION PACKAGE & CONSENT FORM 2018 SQUADRON RECREATIONAL TRIP

**Parents / Guardians:** please return the Consent and Medical Permissions forms filled in and signed to 121 Squadron.

#### GENERAL

1. To parents/guardians of the cadets of 121 Squadron who are participating in the trip to Ottawa, ON area from 10 – 12 March 2018.
2. The purpose of this letter is to formally advise you of details of this trip and make you aware of the roles, responsibilities and liability of the Air Cadet League of Canada, the Department of National Defence / Canadian Armed Forces, cadets and yourself. Your signature at the end of this letter will indicate that you have read and understand this letter and accept the conditions and risks to your son / daughter / ward and yourself under which this trip is being conducted.

#### SPONSORSHIP

3. Within the Canadian Cadet program, this activity is NOT part of the regular training program and is described as an "Optional Activity" not funded by the Department of National Defence / Canadian Armed Forces. Cadet attendance is voluntary only and failure to attend has no effect on a cadet's career, promotion or selection for other training opportunities.
4. As an "Optional Activity," the Department of National Defence / Canadian Armed Forces neither sponsors this activity nor provides support for it. The 121 Squadron Sponsoring Committee that supports 121 Squadron are the official sponsor for this activity.

#### ESCORTS

5. Within the Canadian Armed Forces (CAF):
  - a. Only an officer of the Cadet Instructor Cadre may be appointed as an officer in charge of Royal Canadian Sea, Army and Air Cadets; and
  - b. Only appropriately trained CAF Regular and Reserve personnel and Civilian Instructors (CI) are authorized to supervise Royal Canadian Sea, Army and Air Cadets.
6. Air Cadet League members, parents, guardians and volunteers are NOT authorized to supervise and escort Royal Canadian Air Cadets. For this activity, the official escorts are:
  - a. Captain Craig Miller / Officer-in-Charge;
  - b. Major Steve Harwood / Commanding Officer; and
  - c. Captain Liam Higgins / First Aid Officer
7. It is government policy to indemnify and provide legal assistance to members of the CAF (which includes Officers of the CIC) and CIs for certain risks arising from the performance of their duties, including the supervision and escorting of Cadets if:



## 121 RED ARROWS SQUADRON ROYAL CANADIAN AIR CADETS

### INFORMATION PACKAGE & CONSENT FORM 2018 SQUADRON RECREATIONAL TRIP

- a. They acted honestly;
- b. They did not act maliciously;
- c. They worked within the normal scope of their duties and responsibilities; and
- d. They met reasonable departmental expectations in the performance of their duties.

#### ACTIVITIES AND ITINERARY

8. A detailed itinerary for this trip is attached. It outlines daily activities, timings, locations, methods of transportation and accommodations that will be used.

*NOTE: Cadets will be supervised by officers of the CIC and CIs at all times except during "FREE TIME" periods as stated in the itinerary. These "FREE TIME" periods will permit Cadets to take walks, go shopping or participate in other periods of relaxation not directly related to the trip activities.)*

#### ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

9. In accordance with Cadet Policies, Cadets are prohibited from consuming alcoholic beverages or using illegal drugs. If these rules are broken, the following may occur:
- a. The Cadet may be sent home at the parent's / guardian's expense;
  - b. The Cadet may be prohibited from taking part in any further trip activities;
  - c. The Cadet may lose Cadet training and Cadet membership privileges; and
  - d. If injured while under the influence of alcohol or illegal drugs, medical insurance MAY NOT apply and any resulting expenses could be the responsibility of the parent / guardian.

#### DOCUMENTATION

10. Cadets shall have the following documentation in their possession before leaving home:
- a. Their provincial health card; a photocopy of the card or its number written down could be refused by medical facilities who may see it as inadequate proof of identification;

#### INSURANCE

12. During authorized international trips and exchange programs, all cadets on strength at a corps / squadron, attending CTC / RGS, participating in a RCSU / D Cds & JCR activity or participating in an international exchange program are covered by the CAF for emergency medical or dental care.

13. Through any licensed insurance broker, additional insurance coverage may be purchased by parents / guardians at their option.

14. Parents / Guardians should check their own medical / dental or home-owners / tenants insurance and determine what coverage / benefits they may already have on these matters.

#### MEDICAL



## 121 RED ARROWS SQUADRON ROYAL CANADIAN AIR CADETS

### INFORMATION PACKAGE & CONSENT FORM 2018 SQUADRON RECREATIONAL TRIP

15. 121 Squadron recommends that each cadet visit his or her doctor for a check up to discuss the trip to the Ottawa in March. The weather in March will likely be a little more 'spring-like' with rainfall and an average daily high temperature of 10°C.
16. 121 Squadron will be travelling with over-the-counter medications that may be administered if necessary and with prior parental / guardians consent. Only the designated First Aid Officer will administer these medications. Dosage instructions will be followed as per package instructions. On the consent form below, parents / guardians are requested to initial if they agree or disagree to have certain medications administered to their son / daughter / ward during the course of the trip.
17. Prescribed medications **MUST** be carried by the cadet in a pharmacy-labelled bottle with current doctor's orders clearly typed. Your son / daughter / ward should bring only enough medication for the trip (plus a little extra in case of spillage).
18. **Medical Alert Bracelets.** Please arrange for your son / daughter / ward to wear a medical alert bracelet as recommended by your physician or pharmacist for life threatening allergies or for complicated medical conditions. Complicated or multiple issues may require a written, detailed explanation be kept on the cadet's person while travelling, in case he or she is separated from the Escorts.

#### INSPECTIONS

19. **Kit and Room Inspections.** Prior to departure on the trip – and possibly during the overnight stay in Ottawa, ON – an inspection of each Cadet's luggage / kit may be carried out for to ensure:
- the cadets' sleeping accommodations, locker(s) and storage area(s) are clean and orderly;
  - the cadet is carrying the proper equipment and it is in good condition and properly maintained;
  - the cadet's health and safety is not at risk; and
  - the cadet does not have prohibited, restricted or unauthorized items in his/her possession, as listed in the joining instructions or other information document provided under separate correspondence.
20. In accordance with Cadet Administrative and Training Order (CATO) 12-50, prior parental / guardian consent must be obtained for the Officers to conduct such inspections. Annex A from the CATO – which provides such consent – is attached to this letter and must be completed.



**121 RED ARROWS SQUADRON  
ROYAL CANADIAN AIR CADETS**

**INFORMATION PACKAGE & CONSENT FORM  
2018 SQUADRON RECREATIONAL TRIP**

**CONSENT AND RELEASE OF LIABILITY**

1. By my signature, I, \_\_\_\_\_ (print full name), the parent or legal guardian of \_\_\_\_\_ (print full name), a member of the Royal Canadian Air Cadets, realizing the potential hazards associated with travelling away from the 121 Squadron locality of Guelph and taking part in cadet activities and training, on behalf of myself and him/her (cross out non applicable), and my and his/her (cross out non applicable) heirs, devisees, successors, assigns, executors and administrators, in consideration of him/her (cross out non applicable) being permitted to participate in a trip to the Ottawa, ON area, from 10 to 12 March 2018, including visits or any other activities related to this trip (listed in the trip itinerary), hereby:
- a. Acknowledge having read the terms and conditions of this optional activity not funded by the Department of National Defence and indicate my understanding and acceptance;
  - b. Accept / do not accept (cross out non applicable) that my son / daughter / ward will occasionally have "FREE TIME" without direct supervision;
  - c. Give the First Aid Officers permission to authorize emergency medical treatment if required for my son / daughter / ward;
  - d. Having determined that the activities involve potential hazards and may result in physical harm and wishing in any event him/her (cross out non applicable) to carry out the activity voluntarily assume any risks that may be associated with the activity; and
  - e. Waive all claims of any nature or kind whether in contract, tort, negligence or otherwise, against Her Majesty the Queen in right of Canada, Her officers, servants, agents, employees and members of Her Canadian Armed Forces and the Air Cadet League of Canada its officers, servants, agents, employees and members, all in their employment and private capacities, in any manner arising out of, based upon, occasioned by or attributable to the activities of them, including negligence on their part, or any action taken or things done or maintained by virtue thereof.

\_\_\_\_\_  
Signature of parent / guardian

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Date



**121 RED ARROWS SQUADRON  
ROYAL CANADIAN AIR CADETS**

**INFORMATION PACKAGE & CONSENT FORM  
2018 SQUADRON RECREATIONAL TRIP**

**MEDICAL PERMISSIONS**

1. Parents/Guardians are requested to initial if they agree or disagree to have the medications listed below administered, if necessary, by the (*Commanding Officer/Officer-in-Charge/Medical Officer/Nurse/First Aider*) to their son/daughter/ward during the course of the trip. Initial beside the appropriate choice.

**TYLENOL 325 mg tablets** for pain or fever will be administered according to package directives.

**AGREE:**

**DISAGREE:**

**IBUPROPHEN tablets** for pain relief, muscle pain and reduce fever will be administered according to package directives.

**AGREE:**

**DISAGREE:**

**GRAVOL 50 mg tablets** for travel nausea (on the airplane probably) will be administered according to package directives.

**AGREE:**

**DISAGREE:**

**DIPHENHYDRAMINE (Benadryl)** for symptoms of allergic rhinitis, motion sickness and insect bites and stings will be administered according to package directives.

**AGREE:**

**DISAGREE:**

**ROBITUSSIN DM syrup** for cough suppression will be administered according to package directives.

**AGREE:**

**DISAGREE:**

2. Cadets travelling with prescription drugs are requested to list them below.

<u>Prescribed Medication:</u>	<u>Reason:</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

3. Cadets are requested to provide a list of their known allergies.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



1942 - 2017

## 121 RED ARROWS SQUADRON ROYAL CANADIAN AIR CADETS

### INFORMATION PACKAGE & CONSENT FORM 2018 SQUADRON RECREATIONAL TRIP

#### INSPECTION CONSENT

#### CONSETEMENT AUX INSPECTIONS

##### INSPECTIONS AND SEARCHES

At different moments during the training or activity, the cadet may be subjected to an inspection of his/her sleeping accommodations, luggage, kit, equipment, locker(s) or storage area(s). These will be conducted or supervised by a Canadian Armed Forces member, and will serve to verify that:

- the cadet's sleeping accommodations, locker(s) and storage area(s) are clean and orderly;
- the cadet is carrying the proper equipment and it is in good condition and properly maintained;
- the cadet's health and safety is not at risk; and
- the cadet does not have prohibited, restricted or unauthorized items in his/her possession, as listed in the joining instructions or other information document provided under separate correspondence.

If found, prohibited and restricted items will be handed to the applicable police agency (military or civilian) with some exceptions, while unauthorized items shall either be confiscated for the duration of the training or activity or sent back to the cadet's home at the parents expense, whichever is more practical and economical with some exceptions.

Corrective measures could be taken against a cadet for failing any criteria or search or for refusing to submit to an inspection, in accordance with CATO 15-22 Conduct and Discipline – Cadets, up to and including being expelled from the training or activity.

If needed, searches of a cadet's person, property, lockers, luggage, kit or sleeping area for the purposes of discovering contraband, illicit or stolen property, or some evidence of guilt to be used in the prosecution of an offence, will be conducted only by the Military Police or a civilian police agency.

##### INSPECTIONS ET FOUILLES

À divers moments au cours de l'instruction ou de l'activité, le cadet peut faire l'objet d'une inspection de sa chambre, ses bagages, son fourbi, son matériel, son(s) casier(s) ou son(s) espace(s) de rangement. Effectuée ou supervisée par un membre des Forces armées canadiennes, celle-ci servira à vérifier que :

- la chambre, le(les) casier(s) et espaces de rangement sont propres et ordonnés;
- le cadet a en sa possession le matériel approprié et que celui-ci est en bon état et entretenu adéquatement;
- la santé et la sécurité du cadet n'est pas à risque; et
- le cadet n'a pas en sa possession des articles prohibés, restreints ou interdits énumérés dans les instructions de ralliement ou document d'information remis sous pli séparé.

Tout article prohibé ou restreint trouvé sera remis au service de police approprié (civil ou militaire), sauf exceptions, alors que tout article interdit sera soit confisqué pendant toute la durée de l'instruction ou de l'activité, soit retourné chez le cadet aux frais des parents, selon ce qui est le plus économique et pratique, sauf exceptions.

Un cadet peut se voir imposer des mesures correctives s'il échoue tout critère d'une inspection ou d'une fouille, ou refuse de se soumettre à une inspection, conformément à l'OAIC 15-22 Conduite et discipline – Cadets, ce qui peut aller jusqu'au renvoi de l'instruction ou de l'activité.

S'il y a lieu d'effectuer la fouille du cadet lui-même, de ses effets personnels, casiers, bagages, fourbi ou chambre dans le but de découvrir de la contrebande, des objets illégaux ou volés, ou toute preuve de culpabilité pouvant servir à sa poursuite en justice, seule la Police militaire ou un service de police civil l'effectuera.

#### SECTION 1 – ACTIVITY DETAILS

#### SECTION 1 – RENSEIGNEMENTS SUR L'ACTIVITÉ

Name – Titre	Location – Lieu	From – Du	To – Au
Ottawa, ON Trip	Ottawa, ON	10 March 18	12 March 18

Basic Description – Description sommaire

#### SECTION 2 – CADET'S ACKNOWLEDGEMENT

#### SECTION 2 – ACQUIESCEMENT DU CADET

I, the undersigned, hereby acknowledge that I will be subjected to inspections and, if applicable, searches for reasons and under the conditions described above during the activity identified in Section 1.

Je, le soussigné, reconnait par la présente que je ferai l'objet d'inspections et, s'il y a lieu, de fouilles aux fins et dans les conditions décrites ci-dessus pendant l'activité citée à la section 1.

Name – Nom	Signature	Date

#### SECTION 3 – PARENTAL CONSENT

#### SECTION 3 – CONSETEMENT DES PARENTS

I, the undersigned, hereby consent to my child being inspected and, if applicable, searched for reasons and under the conditions described above during the activity identified in Section 1.

Je, le soussigné, consent par la présente à ce que mon enfant soit inspecté et, s'il y a lieu, fouillé aux fins et dans les conditions décrites ci-dessus pendant l'activité citée à la section 1.

Name – Nom	Signature	Date