

## CHAPTER 4

### Conduct, Classroom Procedures, Courtesy, and Saluting

**Conduct:** Suitable conduct (consistent with Clark County School District and Palo Verde High School guidelines) will be observed by cadets at all times. Your behavior reflects directly on JROTC and the United States Air Force. Military deportment, a trait similar to civilian courtesy, will also be observed at all times. Cadets will *not*:

- Annoy or harass any other student with insulting, inflammatory, sexual, insinuating, defaming, or obscene remarks or gestures.
- Indulge in horseplay such as hitting, slapping, sparring, or wrestling that frequently develops into undesirable behavior patterns. Fighting will definitely not be tolerated.
- Use profane, vulgar or abusive language.
- Haze. Hazing is the act of harassing an individual by extracting unnecessary or disagreeable work, to harass by banter (teasing or joking), ridicule or criticism. Any type of physical or mental abuse will not be condoned.
- Fraternalize. The dictionary defines fraternization as “the association with others in a friendly way.” However, within the Junior ROTC environment, it pertains to the public display of affection (PDA) (i.e. cuddling, embracing, kissing, etc.). While wearing the JROTC uniform, both on and off campus, close physical contact (including holding hands) and PDA between cadets is a violation of military traditions and will not be tolerated. Since all cadets must also comply with CCSD rules, there will be no PDA during class time or any JROTC activity, whether you are in or out of uniform.

**Classroom procedures and conduct.** Promptness and disciplined behavior are objectives of JROTC. Accordingly:

- Cadets are expected to be in their seats at the sound of the “final” class bell.
- Students arriving after the “final” bell will be considered tardy. Tardiness is inappropriate behavior. When a cadet arrives late, the flight will be called to “attention” and given “present arms” by the Flight Commander. The tardy cadet will stand at “attention” in front of the class and explain to the entire flight why they are late. The tardy cadet will return the flight’s salute and remain at attention. The Flight Commander will give “order arms” and “seats!”
- Classroom instruction begins with the Flight Commander calling the entire flight to “attention” and then giving “parade rest.” The instructor will conduct roll call (attendance). Cadets come to “attention” and answer, “Sir/Ma’am, here sir/ma’am!” when their name is called. The cadet will remain at “attention” until the next cadet’s name is called. At this time, the cadet will return to “parade rest.” After attendance has been taken, cadets will be called to “attention” again, and told “seats!” by the Flight Commander.
- When addressing the instructors, other cadets, or the Flight during class, cadets will stand.



**Classroom Conduct.** Without instructor permission, the following types of behavior are prohibited while in the Junior ROTC classroom:

- ✓ Talking in class.
- ✓ Eating, drinking or chewing gum.
- ✓ Sleeping.
- ✓ Reading and/or working on other than JROTC materials.
- ✓ Wearing sunglasses or any type of head gear (hats, scarf, rags, etc.).
- ✓ Disturbing pictures or aircraft models.
- ✓ Leaving classroom without a pass.
- ✓ Any other type of disruptive behavior.

**Courtesy.** The use of courtesies is a military tradition practiced in JROTC.

Responding with a “yes/no sir/sergeant,” or “yes/no ma’am” when addressed by your instructors is a courtesy that is always observed. Initially, you may find this funny or difficult; however; it is a trait you will come to learn and appreciate as you gain experience in the cadet corps and approach adult life.

When addressing officers orally, use their correct military title, such as “Captain” or “Major.” Colonels and Lieutenant Colonels are addressed as “Colonel.” You may also use “Sir” or “Ma’am” depending upon the officer’s sex.

When addressing noncommissioned officers (NCO’s), address a Chief Master Sergeant as “Chief Master Sergeant” or “Chief.” All other NCO’S are addressed by their full title “Senior Master Sergeant,” “Master Sergeant,” etc. or “Sergeant.”

**Saluting.** Saluting is another military custom and courtesy that will be observed



by all JROTC cadets.

When on the Palo Verde High School campus, and in uniform, the military “hand salute” will be exchanged between cadet officers, noncommissioned officers and airmen. The basic rule is that upon recognition, the “hand salute” is rendered to all cadet officers when outdoors.

**All** cadets will salute the Senior Aerospace Science Instructor (SASI) and visiting officers from any military branch (see fig. 3).

When off campus and in uniform, custom and courtesy dictates when the hand salute is appropriate between cadets and commissioned officers. As a general rule, whenever in doubt, always render the salute -- it is no more than a friendly gesture and formal greeting between military personnel.

Cadets **do not** salute the noncommissioned officer Aerospace Science Instructors on or off campus (see fig. 4).



**Fig. 3 - Active Duty Officer Ranks**



**General**



**Lieutenant General**



**Major General**



**Brigadier General**



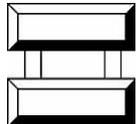
**Colonel**



**Lieutenant Colonel**



**Major**



**Captain**



**1<sup>st</sup> Lieutenant**



**2<sup>nd</sup> Lieutenant**

**Fig. 4-Active Duty Enlisted Ranks**



**Chief  
Master Sergeant**



**Senior  
Master Sergeant**



**Master Sergeant**



**Technical Sergeant**



**Staff Sergeant**



**Senior Airman**



**Airman First Class**



**Airman**

**No Stripes = Airman Basic**