

# Bristol Fire Department - Cadet Firefighter Program Manual

GUIDELINES, RULES AND REGULATIONS FOR CADET FIREFIGHTERS  
BRETT LAROSE, FIRE CHIEF

## **General Purpose of the Cadet Firefighter Program**

The Bristol Fire Department (BFD) Cadet Firefighter program is for young people aged 15 to 18 who are interested in the fire service. Cadet Firefighters will train with oversight performed by Bristol's Firefighters. Cadets will be allowed to assist in non-hazardous activities at emergency and non-emergency incidents under direct supervision of firefighters.

The program's mission is to enable the Cadet Firefighter to better understand the profession of firefighting through an experience that balances both classroom and hands-on learning.

As a Cadet, you will serve in a support role for Firefighters at both emergency and non-emergency incidents as a supplement to a formal training program. Cadets attend fire department monthly staff meetings, equipment inspections, fire station cleaning details, training, and other scheduled department activities alongside the firefighters. The Fire Chief or their designate will serve as the Cadet Firefighter Program Coordinator who will be the primary point of contact for the Cadet. Those selected for the program are expected to be responsible and represent the Bristol Fire Department and their community in a professional and positive manner.

In both training sessions and actual emergency or non-emergency incident responses, the safety of the Cadet Firefighter is of paramount concern. Due to the inherent dangers of firefighting, Cadets are closely supervised. Cadets quickly become an integral part of the firefighting team during emergency and non-emergency incidents. Serving in a support role to firefighters, the cadet will perform tasks that will be assigned based on demonstrated knowledge, skills, and abilities. Cadet firefighters will not be given any tasks that involve working in an Immediately Dangerous to Life or Health (IDLH) environment.

It must be understood, however, that despite the training and supervision provided, firefighting is a dangerous profession, and serious injury is a possibility. All firefighters and cadet firefighters are expected to read and understand these guidelines, rules, and regulations.

## **General Requirements and Information**

- The Cadet Firefighter will abide by all applicable federal, state, and departmental guidelines, procedures, policies or any other applicable rule or regulation.
- The Cadet Firefighter is a volunteer position; therefore, the Cadet Firefighter will not be compensated for their services or be entitled to the benefits of a Paid On-Call Firefighter who are employees of the Town.
- The Fire Chief, or their designate shall have direct oversight of the Cadet program.
- Cadet firefighters must attend an orientation. Orientation will include but not be limited to an overview of the fire department's standard operating guidelines, procedures, policies, an orientation to the fire station and apparatus/equipment, an overview of emergency and non-emergency incident scene expectations, general safety information and the departments command structure.
- Cadets will be issued Personal Protective Equipment (PPE) during orientation. This equipment is not to be used for anything but firefighting activities. The Cadet will also be issued a Personal Accountability Tag (PAT). The PAT must be attached to your PPE and available for training and incidents. **Cadets shall not remove their assigned PPE from the fire station other than for fire department business only.**
- Cadet firefighters will be issued a pager if one is available. Pagers shall not be permitted in school.
- Cadets may only enter the fire station when two or more firefighters are present.

**Note:** This rule does not apply to the Cadet that is accompanied by their parent/legal guardian who is a Bristol Paid On-Call Firefighter.

## **Educational Requirements**

- Cadet firefighters shall be enrolled in public, private, or home school program recognized by and within the Mount Abraham Unified School District.
- Cadet firefighters shall maintain a course grade average or the equivalent of a 2.0 grade point average (or "C") in all courses of study.

**Cadets shall never:**

- Serve as the Incident Commander during emergency or non-emergency incidents.
- Participate in the place of trained personnel during non-emergency or emergency incidents.
- Engage in emergency or non-emergency activities which may expose the Cadet to any situation which may be **Immediately Dangerous to Life or Health (IDLH)** as defined by the U.S. National Institute for Occupational Safety and Health (NIOSH) involving any fire or smoke conditions, to include structure, vehicle, dumpster, wildland, liquids, gases, or rubbish fires; and/or operating in any Hazardous Materials control activities.
- Operate two-way radio communications equipment.
- Operate hydraulic or power tools while on an emergency or non-emergency incident.
- Participate in ventilation on an emergency or non-emergency incident which involves the Cadet Firefighter encountering an IDLH atmosphere.
- Climb ladders during emergency or non-emergency incidents to include aerial and ground ladders.
- Drive or operate any fire department apparatus (emergency vehicle).
- Be responsible for or participate in traffic control activities.
- Be responsible for or participate as a “spotter” for the purpose of backing apparatus (emergency vehicles).
- Participate in fire department activities while school is in session.
- **Respond directly to an incident scene while operating a privately owned vehicle (POV). Cadets shall always respond to the fire station.**
- **Install and/or operate a POV with any type of emergency warning device (e.g., red light, siren, etc.) while responding to non-emergency or emergency incidents and/or have such warning devices installed in their POV.**
- **Install a Bristol Fire Department vehicle identification plate on their POV.**

**Cadet Firefighters Riding on Apparatus (emergency vehicle):**

- Cadets will obtain verbal permission from the officer in charge prior to boarding the apparatus.
- Cadets may ride on the apparatus if there is an empty seat available; if the Cadet is seated in a full apparatus and a Firefighter arrives to enter the apparatus, the Cadet shall vacate the seat immediately.
- Cadets must be seated in an approved riding position with seat belt fastened whenever the vehicle is in motion.
- Cadets will not be permitted to ride in the Officer Seat (Right Front Seat) unless directed to do so by a driver or officer.
- Cadets shall not operate the apparatus radio or audible warning devices unless they are instructed to do so by the driver of the apparatus.

**Cadets Operating at Emergency and Non-Emergency Incidents:**

- Cadets are required to report to the officer in charge or pre-designated staging area in full protective equipment on arrival at an incident.
- Cadets shall only perform a task assigned to them by the officer in charge or their designate. Freelancing is strictly prohibited.
- Cadets must identify themselves as “Cadet Firefighters” to anyone attempting to assign them a task.
- All instructions from the officer in charge must be followed. If you are not sure what you are doing or have been assigned a task you are not permitted to do or comfortable with SAY SOMETHING right away so your task can be clarified or re-assigned.
- Cadets are not allowed to enter an immediately dangerous to life or health (IDLH) atmosphere (e.g., burning structure, carbon monoxide incident, etc.) or other “Hot Zone” as defined by the officer in charge at any time.
- Cadets must always check-in with the officer in charge prior to leaving the scene of an incident and the fire station upon returning from the incident or following a training.

**Cadet Prohibited Activities by Law and the Bristol Fire Department**

State law and the Bristol Fire Department prohibit Cadets under the age of 18 from participating in the following activities:

- Operate apparatus (emergency vehicles).
- Operate a two-way radio (exception, emergency communication)
- Establish Incident Command
- Be present at an incident involving serious injury or death.
- Use insulated electric gloves, insulated wire cutters, life nets or acetylene cutting torches.
- Operate apparatus fire pumps
- Operate aerial device (cranes or hoists), air bags for lifting or winches
- Operate in confined spaces
- Operate at a Weapons of Mass Destruction (WMD) incident
- Operate Vehicle Extrication equipment (exception, training)

**Prohibited Activities for a Cadet 15 years of age:**

- Work requiring the use of Ladders, Scaffolds, or substitutes.
- Roof top ventilation or any work on top of a roof.
- Work in connection with maintenance or repair of the establishment, machines, circular saws, hydraulic equipment, etc.
- Drive Apparatus (emergency vehicles)
- Act as a spotter for apparatus backing up
- Traffic Control Duties
- Operate power-driven circular saws
- Enter a burning structure or any IDLH situation.
- Participate in operations involving hazardous materials.
- Operate high-pressure hose lines (water, air or hydraulic) except during training.
- Body Recovery Operations

**Prohibited Activities for Cadets 16 and 17 years of age:**

- Drive Apparatus (emergency vehicles)
- Act as a spotter for apparatus backing up
- Traffic Control Duties
- Operate power-driven circular saws
- Enter a burning structure or any IDLH situation
- Participate in operations involving hazardous materials.
- Body Recovery Operations

**Permitted Activities for Cadets 15 - 17 years of age:**

- Participate in organized training activities in which the Fire Chief or their designate is present and are providing direct supervision of the Cadet.
- All aspects of fire suppression training except live fire training.
- Rescue training
- Hazardous material awareness training
- Safety training
- Wildland firefighting training and wilderness search and rescue training.
- Provide scene support services
- Participate in support capacity for searches, rescues, wildfires and water supply operations while under direct supervision of a senior member.



**BRISTOL FIRE DEPARTMENT  
Cadet Firefighter Program  
Volunteer Participant Application**



| <b>Section I</b> |  |                |  |
|------------------|--|----------------|--|
| Name:            |  | Date of Birth: |  |
| Address:         |  |                |  |
| Phone Number:    |  | Email Address: |  |

| <b>Section II</b>     |  |                |  |
|-----------------------|--|----------------|--|
| Parent/Guardian Name: |  |                |  |
| Address:              |  |                |  |
| Phone Number:         |  | Email Address: |  |

| <b>Emergency Contacts:</b> |  |               |  |
|----------------------------|--|---------------|--|
| Name:                      |  | Name:         |  |
| Phone Number:              |  | Phone Number: |  |
| Relation:                  |  | Relation:     |  |

| <b>Section III</b>  |
|---|
| <p>The following medical information is requested for use in the event the Cadet firefighter requires medical care as a result of their performance of Cadet duties and constitutes the minimum information necessary to ensure that the Cadet can be properly treated in the event of illness or injury. Privacy rights pursuant to HIPAA are provided as an attachment to this application, and by signing this application, it is hereby acknowledged receipt and understanding of this privacy right information.</p> |

| <b>Medical Information:</b> |                        |
|-----------------------------|------------------------|
| Doctor's Name:              | Doctor's Phone Number: |
|                             |                        |
| Medical Conditions:         |                        |
|                             |                        |
| Allergies:                  |                        |
|                             |                        |
| Medications:                |                        |
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 Cadet Firefighter Applicant Signature

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 Date

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 Parent / Guardian Signature

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 Date

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 Fire Chief Signature

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 Date





**BRISTOL FIRE DEPARTMENT**  
**Cadet Firefighter**  
**Parental Consent and Approval**



I, \_\_\_\_\_, hereby grant permission for my child, \_\_\_\_\_, to participate in the Cadet Firefighter Program conducted by the Bristol Fire Department. As an official participant in the Cadet Firefighter Program with the Bristol Fire Department, for and on behalf of my child, I agree to the following:

- a. **Hold Harmless:** I shall release and hold harmless, the Town of Bristol Fire Department for any harm or damage caused by or any liability incurred from my child's participation in the Cadet Firefighter Program.
- b. **Indemnification:** I shall indemnify and defend the Town of Bristol Fire Department against all claims, causes of action, damage, judgement, costs or expenses, including litigation costs and attorney(s) fees, which may arise as a result of my child's participation in the Cadet Firefighter Program. Such indemnification shall not be limited to actual damage but may include other specific damages.
- c. **Choice of Law:** I agree that my child, \_\_\_\_\_, and I shall settle all disputes between the Town of Bristol Fire Department and any parties acting on their behalf in Vermont and using Vermont law.
- d. **Full Agreement:** I agree that neither I nor my child nor anyone from the Town of Bristol Fire Department has made any promises or agreements that do not appear within the body of this document.
- e. **Terms:** I and my child agree to the following conditions for participation in the Cadet Firefighter Program:
  1. My child shall not serve in any primary firefighting role but shall always serve as a support volunteer who is present only under the supervision of qualified firefighters.
  2. My child shall follow all the rules, orders and other instructions given by the supervising employees of the Bristol Fire Department.
  3. Failure to follow all rules, orders and other instructions given by the supervising employees of the Bristol Fire Department may result in dismissal from the Program. Such dismissal is at the discretion of the Fire Chief and shall not be an appealable decision.
  4. My child shall adhere to a code of conduct that is courteous, respectful, civil and professional always while participating in the Cadet Firefighter Program.

- f. The Cadet Firefighter Program maintains a zero-tolerance policy for all participants regarding drugs, alcohol, violence, and violations of the law. Any participant who violates this zero-tolerance policy shall be dismissed from the Program; and

I further understand that my child is not a firefighter under state law and does not qualify in any way for benefits or other programs open to those firefighters qualified as career, paid on-call, or volunteer professional firefighters. Neither I nor my child shall make any claim to those benefits or programs available to paid or volunteer firefighters. Legitimate claims for workers' compensation will be addressed as appropriate under the law.

I agree and hereby declare that I have read all materials provided to me and my child from the Bristol Fire Department Cadet Firefighter Program. In addition, I have discussed these terms, conditions, and requirements with my child; both I and my child understand the requirements for participation in this Program. In declaring this acknowledgement and understanding, my child and I have affixed our signatures below.

Finally, I agree that the Town of Bristol, the Bristol Fire Department and its designated agents shall stand in my place for purposes of consent to transport and emergency treatment in the event of injury to my child. I hereby give consent to the Bristol Fire Department and its designated agents to make those decisions necessary until such time as I arrive to retrieve my child from the Bristol Fire Department's care and custody. I also agree to hold harmless the Town of Bristol, the Bristol Fire Department and its designated agents from any liability or any claims that arise from the decisions to transport or treat my child while in the care of the Bristol Fire Department.

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Cadet Firefighter Applicant Signature

Date

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Parent / Guardian Signature

Date

As Fire Chief of the Bristol Fire Department, I hereby declare that I have supplied the above-named parent and child with all documents, including program guidelines, that are necessary for participation in the Cadet Firefighter Program in my department.

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Fire Chief Signature

Date