



AAFC

Adult Transition

Program

Commanding Officer's Briefing

to adult aged Cadets

What will I learn from this Briefing?

- ◎ List your options as an 18 year old Cadet.
- ◎ Discuss your responsibilities as an adult
 - > Legal
 - > Duty of Care
 - > Behaviour
 - > Work Health and Safety (WHS)
 - > Expectations the AAFC now have of you
- ◎ Define your role as adult vs. cadet
- ◎ List Resources to assist you

Turning 18 – What are my Options?

- ◎ You can either:
 - > Retire from the AAFC
 - > Remain a cadet in the AAFC or
 - > Apply to become a staff member.

- ◎ If you decide to remain a cadet in the AAFC, you must complete the Adult Transition Program ([ATP](#)) before your 18th birthday.

Legal Matters and adult aged Cadets

- You are accountable for your actions
- You have a **'Duty of Care'** including:
 - > Safety others
 - > Mandatory Reporting
 - > Workplace Health and Safety
- Defence Child Protection Code of Conduct
- You must undertake a WWCC
- You must complete SCAP training

WWCC = Working with Children Check SCAP = Safeguarding Children Awareness Package

What is Mandatory Reporting?

- The legal requirement to report suspected cases of child abuse and neglect is known as mandatory reporting.
- All Australian jurisdictions possess mandatory reporting requirements of some description.
- However, the people mandated to report vary across Australian states and territories.

Workplace Health and Safety

- ◎ Recent WHS laws can impose fines and/or prison terms for non-compliance
- ◎ Understand the [AAFC WHS Policy](#)
- ◎ Remember, **safety is everyone's responsibility** and all dangers and hazards must be reported.
- ◎ As a cadet approval for driving is limited

Behaviour

- ◎ Inappropriate relationships, especially with minors could mean termination
- ◎ You must attend cadet and staff annual mandatory behaviour briefings
- ◎ As an adult cadet you are subject to:
 - > AAFC Cadet Code of Conduct
 - > Defence Child Protection Code of Conduct

Behaviour

- ◎ AAFC has zero tolerance to
 - › Drugs, alcohol and tobacco
 - › Inappropriate relationships
 - › Bullying or discrimination
- ◎ Ramifications can be more serious
- ◎ Cadet conditions and restrictions (e.g. smoking, drinking and drugs) apply even though you are an adult.

CO to provide Cadet with hard copy of Manual of Management Vol 2
Ch 10- Behaviour and AAFC Behaviour Expectations

Expectations

- ◎ **Role Model** – as you are an adult, cadets will look up to you
- ◎ Maintain Reputation Management
- ◎ **Remember**, as an adult you have greater responsibilities, but you are still a cadet
- ◎ Use the chain of command
- ◎ Maintain your ideals as a cadet while learning new experiences as an adult

Resources to help your transition

- ◉ [AAFC Code of Conduct \(CoC\)](#)
- ◉ [Defence Child Protection CoC](#)
- ◉ Squadron staff
- ◉ [AAFC POLMAN](#)
- ◉ [AAFC Safety Management Plan](#)
- ◉ [AAFC Behavioural Policies](#)
- ◉ [Orders, Instructions and Publications Portal](#)
- ◉ [AAFC Resource Centre](#)
- ◉ [Defence Equity Advice Line](#) 1800 DEFENCE

IN A NUTSHELL

- ◎ Turning 18 and remaining a cadet:
 - > You are accountable at law for your actions (or lack thereof)
 - > You must complete SCAP training
 - > You must obtain a WWCC check
 - > You are still subject to cadet conditions
 - > You may not smoke, drink or take drugs during cadet activities
 - > Behaviour Policy for cadets remains in place
 - > If you have any problems take them to a staff member.

End of briefing. Questions?

Recording ATP Qualification in C1

- As Commanding Officers you need to complete three entries in CadetOne for each Cadet turning 18;
 - > **Safeguarding Children Awareness Package**
 - > **Working with Children Check**
 - > **Adult Transition Package**

 - > **See Commanding Officers Delivery Notes (below)**