



**CIVIL AIR PATROL
MID-ATLANTIC REGION HONOR GUARD ACADEMY
CADET RULES OF CONDUCT**

GENERAL CONDUCT

1. Honor Guard members are expected to exceed the standards at all times. Failure to meet the standards set forth in these Rules will result in disciplinary action. For severe infractions, an Honor Board will be held. The Honor Board will be made up of the Commander, Deputy Commander, and any other personnel deemed appropriate by the Commander.
2. CAP has a zero-tolerance policy against sexual misconduct including sexual molestation, touching, contact, exposure, suggestions or other incidents of a sexually oriented nature.
3. CAP has a zero-tolerance policy against and physical abuse including striking cadets, hazing or assault.
4. CAP has a zero-tolerance policy against hazing. Hazing is defined as any conduct whereby someone causes another to suffer or to be exposed to any activity that is cruel, abusive, humiliating, oppressive, demeaning or harmful. This includes threats or implied threats to cadets or senior members.
5. CAP provides an inclusive and welcoming environment for all members regardless of "race, color, sex, age, religion (creed), national origin (ancestry), sexual orientation, gender identity or expression, disability (formerly handicap), marital status, military or veteran status."
6. There will be no foul language (cursing or swearing, etc.), lying, or threats made to any member. The USAF Academy Honor Code will be in force during the Honor Guard Academy by all members. *"We will not lie, steal or cheat, nor tolerate among us anyone who does."*
7. Cadets will be under senior member supervision at all times. EXCEPTIONS: Trips to the dorms to use the restroom or to retrieve books or equipment. An HGA staff member must approve these types of trips.
8. All persons attending the Academy will respect other members without regard to sex, creed or religious beliefs. CAP Customs and Courtesies will be in effect at all times.
9. There will be no PDAs (Public Display of Affection) tolerated. A 6-inch rule will be in effect at all times.
10. Cadets will not smoke or drink alcohol during the Academy. Cadets in violation of this policy will be expelled from the Academy.

11. Energy drinks are prohibited from all CAP activities. Cadets in possession of energy drinks while at the Academy will be expelled.

SAFETY CONDUCT

12. Safety guidelines will be followed at all times. If conditions become unsafe **at any time, any person has the right to stop operations** immediately until such time as the safety officer declares the conditions safe. There will be no running except during PT. Jumping steps, climbing outside ladders or any other unsafe activity will not be tolerated. Exceptions will be made during an emergency and then instructions **MUST** be followed.
13. Cadets driving privately owned vehicles (POVs) to the Academy will turn in their keys at sign-in (after unloading). Once keys are turned in, if a cadet has to return to their vehicle for any reason, a senior member must escort them. Cadets will not be allowed to drive at any time during the activity.
14. Flammables are strictly forbidden at the Academy.

BARRACKS CONDUCT

15. Cadets will be in bed at lights out. This means being ready for sleep, not playing video games or listening to the radio, CD, etc. Any cadet caught sneaking out after lights out will be immediately expelled from the Academy, **NO EXCEPTIONS!** If you need to leave the dorms for a legitimate reason, notify your Senior Advisor first.
16. Your cot and area will be kept clean and neat at all times. Each person is responsible for his/her area. Your Senior Advisor will determine your space based on the position of your bed. Cadets will NOT invade other cadet's area by sitting on bed, throwing items on someone else's bed, etc. All areas must be kept "Inspection Ready" at all times.
17. All clothing and personal items will be marked with last name and CAP ID. The Academy is not responsible for any lost or stolen items. Laundry will be available on a very limited basis.
18. If an item is borrowed from the Academy and it is lost, the cadet will be charged for that item.
19. Any money owed to the Academy will be paid before departure in order to receive full credit for the Honor Guard Academy.
20. Participation in all Academy activities is required. If you are sick, you must report to the Academy Medical Officer or your Senior Advisor. It will be your responsibility to make up for all missed classes.
21. Controlled substances (except for prescription medicine) are strictly forbidden at all CAP

activities. Any participant caught using controlled substances will be sent home.

22. All prescription medication brought to the Academy will remain with the cadet unless directed otherwise by the HSA. Prescription medication MUST be in the original prescription container. Cadets will not give any other cadet any medication of any kind. This includes aspirin, Advil, Tylenol, etc. Inhalers and Epi-pens.

PROGRESSIVE DISCIPLINE SYSTEM

Honor Guard Academy operates under a Three-Strike Discipline and Removal system.

Class A offenses function as an instant third strike and initiate the removal process, while Class Bs constitute single strikes. Accumulation of 3 Strikes Begins the removal process from the academy..

CLASS A OFFENSES:

1. Possession or use of alcohol, energy drinks, tobacco products, drugs or weapons of any kind.
2. Possession of pornography in any form.
3. Willful damage or theft of Government, CAP, or private property.
4. Fighting.
5. Gambling.
6. Hazing.
7. Bullying.
8. Honor Code violations (lying, cheating, or stealing).
9. Flagrantly unsafe acts.
10. Improper sexual contact or other gross immorality.
11. Gross neglect of duty.
12. Being AWOL from the academy or any scheduled activity.
13. Discrimination of any sort.
14. Any Class B offense committed under aggravated circumstances, such as repeated misconduct of the same sort.

CLASS B OFFENSES:

1. Repeated Failure to Communicate (24 hr response)
2. Continual Customs and Courtesies Infractions
3. Unnecessary technology use in front of students
4. Missing deadlines
5. Not Displaying Core Values/Expectations of superiors
6. Giving less than full effort.
7. Public displays of affection.
8. Sleeping on duty in sight of cadets.

9. Insubordination or disrespect to cadets or senior NCOs/officers.
10. Creating a disturbance.
11. Late to class or formation/not following the schedule.
12. Disrespect to the National Colors (American flag).
13. Use of obscenity or profanity.
14. Being in areas off limits to cadre members.
15. Improper/sloppy uniform or personal appearance.
16. Personal areas are not neat.
17. Consuming energy drinks.
18. Chewing gum.
19. Violations of OI; conduct unbecoming of a cadre member contrary to the prejudice of good order and discipline.