

**Providence Grove High School JROTC Classroom**  
**Rules and Procedures**

**PGHS Rules and Policies:** Apply at all times.

**Start of Class Procedure**

1. All Cadets in assigned seat before the tardy bell with the following items available: writing paper, binder, pen or pencil, & good attitude  
Note: Entering after the tardy bell without a valid excuse will result in demerits
2. All Cadets will stand at the “rest” position to left of their assigned chair and the class leader will be prepared to “receive the report” and announce stand-by for roll call.
3. Bell Rings – Class leader calls class to attention, commands "parade rest", calls the roll by stating the Cadet first initial and last name, Cadet responds with “present for class”.
4. Report – Class leader reports roll call results to the instructor and receives further guidance.

**End of Class**

1. Two-minutes prior to bell: Cadets stand left of assigned chair at "rest" position when directed. If bell rings do not leave until dismissed by class leader or instructor..
2. Class Leader: Calls the class to attention, puts out future guidance (if any), and asks the instructor if there is additional information.
3. Instructor: Disseminates further guidance (if any) and dismisses the class. Class leader may execute this action if directed by the instructor, but not otherwise.

**Class Rules (see merit / demerit list)**

1. Remove hats, ear buds / headphones before entering classroom.
2. Electronics: Turn off or silence prior to the start of class. Will not use unless permission given by the instructor. Note: First infraction warning/demerits, second - taken until end of class/demerits, subsequent - turned in to the front office for parent retrieval after school/demerits. Infractions will affect grade - failure to follow instructions.
3. No horseplay anywhere - anytime.
4. Do not argue with the Cadet chain of command - bring conflicts to the instructors.
5. No gum, food, snacks, candy, or open drinks in the classroom. Drinks must be in a closed

or closeable container (note: restaurant cups or open cans do not fit this description).

6. Do not distract others from learning with your attitude, actions, or appearance.
7. Do not enter the instructor offices, the supply room, or the arms room without permission.
8. Do not remove JROTC property from the area without instructor permission.

### **Expectations**

1. Come to class on-time (or early) with all required items, assignments, and uniforms prepared to participate and learn.
2. Treat everyone as you expect to be treated, or better.
3. Keep the JROTC area clean (classrooms, hallway, arms room, and supply room).
4. Personal hygiene - ensure that your personal habits do not affect the nose of anyone.
5. Enjoy the class and have fun.

### **Physical Training/Drill (Monday & Thursday)**

1. Bring your JROTC PT uniform and athletic shoes to class, and be prepared to get both dirty (ensure clothing is appropriate for the forecast weather).
2. Grading: ½ grade is dressing out in the directed JROTC PT and ½ grade is participation (trying).
3. Warm Weather Uniform: PGHS JROTC shirt (short-sleeved), PT shorts, all-white socks (over the ankle to under the knee in length), and athletic shoes. Usually worn on Thursday, but follow guidance.
4. Cold Weather Uniform: If JROTC items issued they will be worn. Otherwise dress appropriate to weather to include jacket, pants, gloves, and hat/cap/toboggan.
5. Athletic Clothing: Clothing items appropriate and designed for athletic activity. See "Uniform Policy" for specific details. Usually worn on Thursday, but follow guidance. The JROTC instructors will make the final determination if clothing is questionable.
6. Drill and PT dates are interchangeable, but will be conducted twice weekly.

### **Uniform Inspection Days (Wednesday)**

1. Duration: Cadets must be in the complete, directed uniform of the day before the first bell until after school is dismissed for the day. They may only change out for specific classes that would damage the uniform (i.e. art, SHS physical education, etc...) and when pre-approved by the SAI.
2. Wear your uniform and adhere to the JROTC uniform and appearance policy. There is no excuse for not being in uniform on inspection day. If you are absent on inspection day you must wear your uniform the first day that you return to school.