

**OTS 311 Duties and Responsibilities
LESSON PLAN**

Cadet Discipline

2 Periods

Introduction

Discipline is derived from the word disciple, which can be defined as a willing follower. As an officer in charge of Canada's youth, there will be times when discipline will need to be enforced in order to instill a desired behaviour.

Discipline does NOT preclude yelling, screaming, or any type of harassment or abuse. There are methods to follow, which will be covered in this lesson.

Corrective Action

Every Divisional Officer will at one point be required to reprimand a cadet. This is a responsibility that should not be taken lightly, as the development of a young person is at stake. Keep in mind that your action is just as important as the action that you are trying to correct. Corrective action shall be FIRM, but FAIR and FRIENDLY. Abuse of any kind is against the law and will not be tolerated. The end result of any corrective action should be to ensure that the cadet understands that his/her actions were inappropriate and the reasoning behind it. Remember that you are guiding the cadet to act in a more desirable manner.

The following forms of corrective action are accepted within the Navy League Cadet Training Program.

Correction

The easiest and at most times most effective method of correction. It should be used by any officer that observes an incorrect action (i.e. improper drill)

To correct a cadet, follow this simple procedure:

1. Stop the Cadet
2. Explain what the cadet needs to correct
3. Show the cadet the correct method
4. Observe as the cadet practices the correct method
5. Reaffirm the corrected action.

Warning

When undesirable behaviour is observed which goes beyond a simple correction, a warning should be issued to the cadet. Examples of this include anything from chewing gum in uniform to pestering another cadet. The cadet should be informed that the continued behaviour or action is not acceptable and that further action will be taken if observed again.

Chits

Chits should be written up only once cadets have been corrected and been given a warning about the action in question. The chit should be given to the cadet to read and then put in his file by the DO. If the chit has not been written by the DO, it is important that he/she is informed of the infraction so that it can be properly recorded in the Divisional Officer's notes.

Extra Duties (recommendation to XO)

Assuming that the required duties at the corps are split fairly among the cadets, it may be possible to issue extra duties to individuals once a warning and chit have been issued to the cadet. Duties usually range from assisting in the cleaning of a corps parade location to performing extra watch assignments.

- Beyond these actions, the corps Commanding Officer may deem it necessary to speak to the parent/guardian of the cadet. The CO has the right to refuse promotion of a cadet or to dismiss a cadet from the corps. These are last options to consider, though, as it is your duty as an officer to LEAD and GUIDE the cadet, and not cast them aside. The CO can and may get involved, but it should only be in the most extreme of cases.

DISCUSSION – Best Practices

With the remaining time, break the class into groups and have the candidates discuss incidents that have arisen at their local unit (names withheld, of course). Have the candidates discuss different ways of correcting a cadet in those situations and what the repercussions would be for the cadet.

Each group should then come up with a scenario in which a cadet needs to be disciplined. A spokesperson should be chosen to deliver the group's problem, and then have the class discuss the solution. You should find that there are many different solutions to the same problem, one not necessarily better than the next.

Stress to the class that these discussions should help the candidates share "best practices" and that someone else's experience may benefit them down the road.