

ARMY APPRENTICES SCHOOL
CHEPSTOW



NOTES FOR THE GUIDANCE OF
APPRENTICE TRADESMAN

NAME S. LEWIS

1. General

You, an Apprentice Tradesman, are privileged to serve as a member of HM Forces. This means that you must learn to live a disciplined life and must willingly obey those rules which are made from time to time for your good, for the efficient running of the School and in accordance with the tradition and customs of the Army. These rules take the form of School Standing Orders on which these notes are based. You must remember that obedience to orders should be practised out of loyalty to the School and respect for authority.

2. Bounds in School Area

The following are out of bounds except when you are on duty :

The Officers and Sergeants Messes and School
Cookhouses
Permanent Staff Quarters and Canteen
All Stores and Store Compounds
All Boilerhouses
Workshops, Classrooms, MT Lines and the Slip-
ways
Clubs and Hobby Rooms (unless you are a
member)
School Hospital and the Medical/Dental Centre
NAAFI Staff Quarters
All Married Quarters
25 yd. and Miniature Ranges
All Works Sites
All Barrack Rooms other than those of your own
Company
The Rivers Severn and Wye

3. In Bounds after Booking Out

The area of Chepstow and Bulwark within the compass of the built-up area (30 mph) traffic signs displayed on the sides of the roads on the outskirts of the town. All other towns and villages are out of bounds, except when you are in possession of a leave pass to proceed outside the Chepstow area. All Public Houses are out of bounds if you are under the age of 18 years.

4. Dress, Turnout and Saluting

You are responsible for finding out the correct order of dress for parades. Take pride in your appearance whether in uniform, School Mufti, or plain clothes. Your hair must be kept short. You must be alert to notice officers and always take a pride in your standard of saluting.

5. Pay and Privileges

Copies of School Standing Orders on pay and privileges are published on Company Notice Boards. Learn these and their application in your particular case.

6. A/T WOs and NCOs

A/T WOs and NCOs act with the authority of the Commandant in the interests of discipline and efficiency in the School, and they must be obeyed. If you consider you have been given an unreasonable order by an A/T NCO you must obey the order but may afterwards complain to your Platoon Sergeant and Wing Captain and the matter will be investigated. If you are an A/T WO or NCO you must never exceed your

authority and should be careful at all times to display tact and good temper.

7. Reporting Sick

If you are feeling ill report sick as soon as possible. Equally take pride in never reporting sick without good cause.

8. Fire Precaution

Bear in mind the danger of fire, most of which are caused by thoughtless or stupid acts. You must make yourself thoroughly familiar with Fire Orders which are prominently displayed throughout the School, and in the event of a fire play your part calmly to bring the fire under control.

9. Cars and Motor Cycles

YOU ARE NOT allowed to drive a car or ride a motor cycle or scooter during term time except when under authorised instruction, nor are you permitted to bring vehicles back from leave.

10. Borrowing, Lending and Gambling

The borrowing and lending of money and also gambling are forbidden. These practises invariably lead to dishonesty and unhappiness.

11. Fagging

Fagging is NOT permitted.

12. Bullying

You must not bully or act, either individually or collectively, in a way which would cause unhappiness to A/Ts who are junior to you.

13. Games and Sportsmanship

Set an example of good sportsmanship. Play the game for the games sake and keep both the spirit and the letter of the rules. You must not swear on the field of play. You must look after visiting teams, as you would yourself wish to be looked after, from the time of their arrival to the time they depart.

14. Punctuality

In the Services, lateness for parade is not tolerated. You must allow yourself sufficient time to get to the place of instruction before the start of the period. The smooth running of the School depends on this.

15. Church and Religious Instruction

These form part of the training programme. You cannot afford to train your body and do nothing about the affairs of the spirit, if you are to become a good soldier. You carry the Cross of Christ incorporated into the AAS badge on your cap, and you must endeavour to live up to it by the proper practices of religion.

16. Interviews and Applications

You may seek an interview with your Wing Officer or Company Commander at any time and you should always go to an officer if in trouble, normally through your Platoon Sergeant.

17. Behaviour out of Barracks

Remember that when in Chepstow or elsewhere, off duty or on leave, you carry with you the good name of the School. You must, therefore, take particular pride in showing yourself to be smart in appearance, and courteous and considerate in your behaviour.

(Issued by direction of The Commandant)