

No 1 School of Technical Training
Royal Air Force
Halton
Aylesbury
Bucks

9. MAY 1971

Dear Parent/Guardian

Your son has now been accepted as an apprentice here at Halton and is busy settling in to his new life. We will do all we can to help him enjoy his time here and every effort will be made to assist his development, not only in technical skills, but also personal qualities, so that he will become a useful member of the service and community at large.

From time to time my staff will inform you of your boy's progress and should any problems arise you will be told and we may seek your assistance to help him regain the required progress. All boys are encouraged to use the excellent sporting facilities, the many hobby groups and clubs, and to participate in the life of the station as a whole.

I am enclosing a note on the various aspects of life here which may interest you. While your son is an apprentice he is looked after for welfare and overall progress by his Flight Commander, who is at present:

Flight Lieutenant ..~~BLACKBURN~~..... of "~~...KESTREL~~....." Flight.

If you have any problems concerning your son please do not hesitate to write to the Flight Commander and he will do his best to ensure your boy is given every chance to make the most of his life. It is important to address official correspondence to the "Officer Commanding ~~..KESTREL~~.... Flight" by appointment and not to the officer by name, this will ensure that the officer looking after your boy will receive your correspondence.

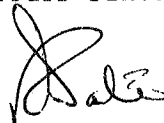
When we arrange a Parents' Day or Open Day we look forward to showing you the facilities here and let you see for yourself something of the life of an apprentice.

If your son is under the age of adult enlistment, ie 17 years, we seek your consent for the following until he reaches that age:

Travel abroad
Leave elsewhere than at home.

To simplify the procedure a letter form is enclosed for your signature; I would be grateful if you would complete the form and return it to the Flight Commander if your son is under 17 years of age.

Yours sincerely,



R O BATER
Group Captain

NOTES FOR PARENTS ON THE HALTON APPRENTICE SCHEME

Types of Courses

1. Apprentices on arrival at Halton have been selected for one of the following courses:-

- a. Technician Apprentices on the three year courses qualifying as Corporal Aircraft Technicians or Junior Technician (Dental).
- b. Craft Apprentices on two year courses in the trades of Aircraft Fitter Airframe, Aircraft Fitter Propulsion, Aircraft Fitter Weapons, Aircraft Fitter Electrical and General Fitter Electrical all qualify as Junior Technicians.
- c. Mechanic Apprentice on one year course qualifying as a Senior Aircraftman or Leading Aircraftman, Aircraft Mechanic Airframe, Electrics or Weapons.

Leave Facilities

2. Apprentices are granted a total of nine weeks leave at various periods throughout the year approximating to normal school practice, this will probably consist of:

- a. Three weeks during August.
- b. A week in October.
- c. Two weeks over Christmas
- d. A week mid-term break in February.
- e. A week at Easter.
- f. A week at Whitsun.

Current regulations provide for free travel by rail for leave in the United Kingdom on four occasions each year. Additional leave outside the normal school leave periods can only be granted in exceptional circumstances.

Pay and Allowances

3. After deduction of charges for accommodation, food, national insurance and income-tax apprentices receive a generous rate of pay which varies with the boys age and stage of training. Examples of the amounts paid weekly (actual spending money), and that held back in savings are as follows:-

<u>Type of Apprentice</u>	<u>Weekly Pay (Spending Money)</u>	<u>Weekly Deferred Pay</u>
<u>Technician</u>		
1st year at age 17 yrs ..	£3.00	£2.55
3rd year (and at age 18 yrs)	£9.50	£0.43
<u>Craft</u>		
1st year under 17 yrs ..	£3.00	£1.85
2nd year at age 17 yrs	£5.00	£2.00
2nd year, 3rd term (and at age 18 yrs)	£7.50	NIL
<u>Mechanic</u>		
Terms 1 and 2 under 17 yrs	£3.00	£1.85
Term 3 under 17 yrs	£4.50	£0.35

NOTE: At age 18 yrs apprentices receive full pay irrespective of year/grade.

Apprentices are encouraged to save and in order to help them to develop the habit a proportion of their pay is held in credit (Deferred Pay).

These accumulated savings are paid out prior to Summer and Christmas Leave.

Visit to the School

4. Parents will be invited to visit the school and see for themselves the facilities available and the conditions in which their sons' live and work. A Parents Day is normally arranged during the first six months of the course and there is usually one Open Day each year when visits can be made to the school.

Correspondence

5. Apprentices are grouped into Flights of approximately eighty boys under a Flight Commander who is responsible for their welfare and general progress. All correspondence about individual apprentices should be addressed to:

Officer Commanding
"K" Flight
No 2 (Apprentice) Wing
Royal Air Force
Halton
Aylesbury
Bucks

Wendover 2241 Ext ..398.....

It is important that official mail is addressed to an officer's appointment (ie Flight Commander) and not to an individual by name as delays will occur when officers are posted to other units.

Smoking

6. Apprentices are discouraged from smoking because of the accepted health risk.

Wearing of Uniform

7. Apprentices are required to wear their walking out uniform when off the camp during their first term but thereafter civilian clothes may be worn.

Motor Cycles

8. Apprentices are forbidden to ride on motor cycles, motor scooters or motor assisted bicycles during term time throughout the period of training. Parents are requested to assist in preventing apprentices using motor cycles etc when proceeding on or returning from leave or pass. Apprentices living within twenty miles of Halton are required to declare ownership if they have a motor cycle, motor scooter or motor assisted bicycle.

Motor Cars

9. Apprentices who have completed their first full year of training may keep a motor car on the Station providing they meet the Service requirements to do so.

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