

Hut 342 94th Entry

INTAKE AND INITIAL TRAINING PROGRAMME

FOR THE

94th ENTRY OF AIRCRAFT APPRENTICES

No.1 (APPRENTICE) WING. ROYAL AIR FORCE

LOCKING

J MacDonald

(J. MacDonald)
Squadron Leader
Officer Commanding, "A" Squadron,
No. 1 (Apprentice Wing)

Date: 18th January, 1960

(This document transcribed by Ian Davis 91st Entry from original document issued to him while he was Leading Aircraft Apprentice i/c Hut 342 {22nd Jan 2012})

DISTRIBUTION

Commandant, No. 1 Radio School	Officer Commanding "A" Squadron	O.D. Padre
Officer Commanding No. 1 9Apprentice Wing)	Officer Commanding "B" Squadron	R.C. Padre
Senior Training Officer	Officer Commanding "C" Squadron	Assistant Training Officer
Deputy Senior Training Officer	Officer Commanding "D" Squadron	Officer i/c P.3. Section
Station Administration Officer	No. 1 Wing Physical Fitness Officer	No. 1 Wing Orderly Room
Senior Accountant Officer	Adjutant No. 1 Wing	Station Warrant Officer
Senior Equipment Officer	No. 1 Wing Warrant Officer	M.T. Officer
Senior Medical Officer	Officer i/c No. 1 Wing N.A.A.F.I.	Records Office Gloucester
Senior Dental Officer	Programme Planning Section	Manageress A/A's N.A.A.F.I.
Station Catering Officer	Training Officer (A/As)	File: 1W/3152/94/P.3
Station Education Officer	C. of E. Padre	

“A” SQUADRON – No. 1 (APPRENTICE) WING94th Entry Intake Programme – 21st January to 7th February 1960Flight Commander :- Flight Lieutenant K. G. Sharp, D.S.C.

Note 1 Entry will be divided into two syndicates , A and B

Note 2 Lunch Period – 12.45 to 14.00 hrs daily. Morning break – 10.00 to 10.20hrs in No. 1 Wing N.A.A.F.I.

Date	Synd.	Time	Activity	Place	Responsibility	Remarks
Arrival Day Thursday 21 st January 1960	All	q8.30	(a) Reception party to Weston Railway Station		Flt. Cdr. Sqdn N.C.O.'s M.T.O.	Flt. Cdr. to Raise F. 658
		09.30- 10.30) (b) Hot meals to be provided for new arrivals in A/A's Dining Hall	A/A Dining Hall	Catering Off.	Flt. Cdr. to check with Catering Off.
		14.00- 15.30) (c) Collect mugs, denims, slings and frogs	1 Wing Stores		
		18.00hrs onwards) N.C.O. i/c No. 1 Wing Dining Hall is requested to have cook available after duty hours until stood down by Squadron to prepare meals for late arrivals.			
			Medical Examination for deferred candidates	S.S.Q.	Flt. Cdr. S.M.O.	All deferred candidates to be medically examined after meal

Date	Synd.	Time	Activity	Place	Responsibility	Remarks
Friday, 22 nd January, 60	All	0810-12.45 11.00-1430 14.30-15.45	Records, documentation, attestation and haircutting	A/A N.A.A.F.I.	Sqn. Cdr. Flt. Cdr. Sqn. N.C.O.s R.O.D.	Flt. Cdr. to Liaise with Trng Control
	All	14.00-14.30	Introductory talk by Padres	A/A N.A.A.F.I. TV Room	C. of E. Padre O.O. Padre R.C. Padre	
	A	14.30-15.45	Training Control documentation	A/A N.A.A.F.I.	Training Off Sqn. N.C.O.s	
	B A B	14.30-15.45 15.45-1700 15.45-17.00	Introductory talk “ Training Control documentation	A/A N.A.A.F.I. TV Room A/A N.A.A.F.I.	Flt. Cdr. Training Off Sqn. N.C.O.s	
Saturday 23 rd January, 60	All	08.10-12.00	Issue of Kit (other than blue and greatcoat)	Clothing Store	S. Eq. Off.	
		12.00-12.45	Pay Parade	Flt. Cdr.s Office	Flt. Cdr.	
		14.00-16.00	Sport		1 Wing P.F.O.	
Sunday, 24 th January, 60	All	10.30	Church (voluntary)			
		14.00	Boxing selection	Station Gym	Flt. Lt. Sachs	
Monday, 25 th January, 60	All	08.10-12.00	Issue of blue	Clothing Store	S. Eq. Off.	Service pullovers to be worn for fitting blue
		12.00-12.45	Kitmarking	Billets		
		14.00-14.20	Lecture – S.M.O.	A/A.s N.A.A.F.I.	S.M.O.	
		14.20-17.00	F.F.I. Inspection Vaccination and inoculations	Billets S..Q.	S.M.O. S.M.O.	

Date	Synd.	Time	Activity	Place	Responsibility	Remarks
Tuesday, 26 th January, 60	All	08.10-09.30	Issue of greatcoats etc.	Clothing Store	S. Eq. Off.	
		09.30-10.30	Drill	Cranwell Road	Sqn. N.C.O.s	
	A	10.30-12.45	F. 1250 Documentation	A/A's N.A.A.F.I.	Sqn. N.C.O.s	
	B	10.30-12.45	Interviews	Sqn. Lines	Flt. Cdr.	
	B	14.00-15.45	F. 1250 Documentation	A/A's N.A.A.F.I.	Sqn. N.C.O.s	
	A	14.00 15.45	Interviews	Sqn. Lines	Flt. Cdr.	
	All	15.45-17.00	Sqdn disposal – kit marking	“	Sqn. N.C.O.s	
Wednesday, 27 th January, 60	All	08.10-0900	Drill	Cranwell Road	Sqn. N.C.O.s	
		09.10-10.00	Talk on Educational & Tech Training	Assembly Hall	Deputy Training Officer	
		10.10-10.45	Lecture – Accounts and Pay Parades	“	Senior Accts. Officer	
		10.45-11.05	N.A.A.F.I. Break	“		
		11.05-11.30	Lecture – Security	Educ. Cinema	Flt. Cdr.	
		11.30-12.15	Security Film	“ “	“	
		12.20-12.45	Squadron disposal	Sqn. Lines	“	
		14.00-	Kitmarking and Interviews	“	“	
Thursday, 28 th January, 60	All	08.10-0900	Drill	Cranwell Road	Sqn. N.C.O.s	
		09.00-12.40	F. 1250 Photographs etc.	Squadron Lines		After photographs proceed to S.S.Q.

Date	Synd.	Time	Activity	Place	Responsibility	Remarks
Thursday, 28 th January, 60 (60)	All	12.50-13.15	Pay Parade	No. 4 Blk	Sqn. N.C.O.s	
	“	14.10-15.00	Lecture – Fire Precautions	A/A’s N.A.A.F.I.	N.C.O. i/c Fire Section	
	“	15.10-17.00	Schick Test	S.S.Q.	S.M.O.	
Friday, 29 th January, 60	All	0810-09.00	Flt. Cdrs. Inspection of Billets	Sqn. Lines	Flt. Cdr.	
	“	09.00-0950	Drill	Cranwell Road	Sqn. N.C.O.s	
	“	10.00-1040	Lecture – G.S.K.	A/A.s TV Room	Flt. Cdr.	
	“	10.50-11.20	Introductory talk by O.C.Wing	“	O.C. No. 1 Wing	
	“	11.20-12.30	Padres Talks	Respective Churches	Appropriate Padres	
	“	14.00-14.30	Lecture – Security	A/A’s N.A.A.F.I		
	“	14.30-1545	Tour of Station		Sqn. N.C.O.s	
	“	15.45-17.00	Interviews	Squadron Lines	Flt. Cdr.	
Saturday 30 th January, 60	All	07.45-09.00	Witness Wing Parade	Parade Ground	Squadron N.C.O.s	
	“	09.00-10.00	Drill	Parade Ground	“	
	“	10.10-10.50	Lecture – Station and Wing Organisation	A/A.s TV Room	Flt.Cdr.	
	“	11.00-12.00	1 st Schick Test Reading	S.S.Q	S.M.O.	
	“	14.00	Sports			

Date	Synd.	Time	Activity	Place	Responsibility	Remarks
Sunday 31 st January, 60	All	09.30	Church Parade		Flt . Cdr. Sqn. N.C.O.s	
Monday, 1 st February, 60	All	08.10-09.00	Drill	Parade Ground	Sqn. N.C.O.s	
		09.10-09.50	Lecture – G.S.K.	A/A's N.A.A.F.I	Flt . Cdr	
		10.00-11.00	Kit marking & Flt. Cdr. Interviews	Squadron Lines	Flt . Cdr	
		11.00-12.45	Dental film and talk	Tech Cinema	Dental Off.	
		14.00-15.00	Inspection of uniforms	Squadron Lines	Flt . Cdr	
		15.00-15.40	Lecture – The Locking Society	A/A's N.A.A.F.I	Flt. Lt. Edwards	
		15.40-16.45	Squadron disposal & interviews	Squadron Lines	Flt . Cdr	
Tuesday 2 nd February, 60	All	08.10-09.00	Drill	Parade Ground	Sqdn N.C.O's	
		09.10-10.15	2 nd Shick Test and Vaccination reading	S.S.Q.	S.M.O.	
		10.15-12.45	Dental inspection	Dental Section	Dental Officer	
		14.00	Interviews and Kit marking Sports Parade		Wing P.F.O.	
Wednesday 3 rd February, 60	All	08.10-09.00	Drill	Parade Ground	Sqdn N.C.O's	
		09.30-10.00	Lecture – Catering	A/A NAFFI	Catering	
		10.00-10.50	Lecture – Flying and Flight Safety	-“-	Flt. Lt. Barnaby	
		11.00-12.45	Vaccination reading	S.S.Q.	S.M.O.	
		14.00	Squadron disposal – interviews Collection of blues	Sqdn Lines	Flt.Cdr.	

Date	Synd.	Time	Activity	Place	Responsibility	Remarks
Thursday 4 th February, 60	All	08.10-09.00 09.30-10.20 10.30-11.15 11.15-12.45 12.50 14.15-14.45 15.00-16.00 16.00-16.45	Drill Inspection of billets by Sqdn Cdr and Flt. Cdr. Lecture G.S.K. Padre's Talk Pay Parade Lecture – Morale and Discipline Inspection of uniforms Squadron disposal	Parade Ground Sqdn. Lines A/A NAFFI -“- 4(T) Block A/A NAFFI Billets	Sqn. N.C.O's Flt . Cdr. Flt . Cdr. Appropriate Padres Sqdn. N.C.O' .s Sqdn. Ldr. Macdonald Flt . Cdr.	
Friday 5 th February, 60	All	08.10-09.00 09.10-09.50 10.00-11.00 11.10-12.45 14.30-15.30 15.30-16.45	Drill Lecture – Morale and Discipline Lecture on sporting facilities in R.A.F. Interviews, Kit marking Prepare for billet inspection Inspection of billets	Parade Ground A/A NAFFI -“- Billets Billets Billets	Sqn. N.C.O's Sqdn. Ldr. Macdonald Wing P.F.O. Flt . Cdr. Flt . Cdr. Flt . Cdr.	
Saturday 6 th February, 60	All	07.45-09.00 09.00-10.00 10.00-12.00 14.00	Witness Wing Parade Drill Squadron disposal, interviews, and kitmarking Sports	Parade Ground -“-	Squadron N.C.O's -“-	
Sunday 7 th February, 60						
Monday 8 th February, 60	All	08.10	Commence technical instruction			