



SUTTON GRAMMAR SCHOOL CCF

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Contingent Commander: Wg Cdr

D.G.Hobbs

Headmaster: B.A. Cloves, BSc (Hons),

MEd

L6th Senior Roles/CCF Continuation Applications for 2026-27

Dear L6th Cadets,

Further to your applications to come on the Aviemore trip, I now outline the process for applying to senior positions next year in the CCF.

These are the different procedures.

1. Senior Role Application

As part of the selection progress for senior roles we would ask that you write a letter of application. This should be sent to Sqn Ldr G Marshall, either by hand or by email.

The letter is in two parts, on two separate sheets, but sent together. Each sheet should be headed with your name and school, and the role you are applying for. It should be top titled "Aviemore Application". Part 1 should contain the following information in a clear format:

- **The camps** you have attended in your time as a cadet; these should be given as a list in the format "Month, Year, Your year at the time, Camp Venue". RAF Cadets should include flying days etc.

Eg Jan 2022, Yr 9 Recruit Camp, Folkestone (St Martin's Plain)

- **The skills** you have achieved during your time as a cadet (this will mainly be the successful completion of successive teaching sessions on parade nights, but can include any camp-specific skills or roles you want to refer to)
- **The role/s** you are undertaking in your L6th year during parades
- **A short paragraph** to outline the most significant thing you have learned or gained from being a member of the CCF.

Part 2 should be a letter – no more than 1 side of A4 – addressed to Wg Cdr Hobbs as the contingent commander (but delivered with Part 1 to Sqn Ldr Marshall) making your case to be selected. You can obviously refer to, but should not simply recount, the basic information given in Part 1. We are looking for you to use the evidence laid out in

Part 1 to inform your ambitions. Any further information about yourself that you consider relevant should also be included, and any ideas you have for the role you are applying for, as well as for the development of the CCF more generally, based on your own experience. Ideas should be realistic – suggesting that we need to make use of Chinook helicopters to ferry cadets to and from training areas during exercises would not be realistic, as an example. You should apply for **only one role**, but we do consider the applications for top jobs (eg Cpl Maj and WO) to imply a default interest in other roles if you prove unsuccessful.

The aim of the application process is to add to our existing knowledge of you, as a cadet we have worked with for nearly four years now.

Before you apply, you should consider the fact that any senior role within the CCF in the U6th is time-consuming and requires considerable input of effort as well as the ability to work well with both your peers and the officers, right through to the summer camp in 2027. You would be expected to attend every Tuesday parade, be available for the majority of camps, potentially plan camps and meet outside school time with both your peers and the officers when relevant. You need excellent communication skills. All of this is during a period when you would reasonably be expected to be studying for your A-level exams; perhaps pursuing Oxbridge ambitions in the autumn term. You thus need to be sure that you can indeed undertake a senior CCF role and meeting the expectations of the officer team whilst also committing sufficient time to your studies.

2. Continuing in CCF

This section is for anyone who wishes to carry on with CCF. This may include offering support to those of your peers in senior roles, or simply continuing as a senior cadet with experience and commitment, but continuing to pursue lessons as a cadet during parades (Advanced Training) and being in sections, rather than as a camp leader, during the camps.

This procedure is similar to that above, and is thus:

A letter in two parts, on two separate sheets, but sent together. Each sheet should be headed with your name and school, and the role you are applying for. It should be top titled “Continuing in CCF”. Part 1 should contain the following information in a clear format:

- **The camps** you have attended in your time as a cadet; these should be given as a list in the format “Month, Year, Your year at the time, Camp Venue”. RAF Cadets should include flying days etc.

Eg Jan 2022, Yr 9 Recruit Camp, Folkestone (St Martin’s Plain)

- **The skills** you have achieved during your time as a cadet (this will mainly be the successful completion of successive teaching sessions on parade nights, but can include any camp-specific skills or roles you want to refer to)
- **The role/s** you are undertaking in your L6th year during parades
- **A short paragraph** to outline the most significant thing you have learned or gained from being a member of the CCF.

Part 2 should be a letter – no more than 1 side of A4 – addressed to Wg Cdr Hobbs as the contingent commander (but delivered with Part 1 to Sqn Ldr Marshall) making your case to continue in CCF. You should in particular explain what role you envisage if you are not undertaking specific leadership roles, and how you envisage this working.

3. **Leaving CCF at the end of Y12**

This is an easy process. I am simply asking you to let me know by email of your intention to leave, and it would be helpful to have a short reason (eg time constraints, the fact that you have achieved what you sought in joining etc).

Sqn Ldr G Marshall

Head of the Directorate of Cadet Progress and Leadership