**Spit and Polish Lesson Plan**

**First half of the parade night**

* Show the Cadets each item of uniform
* Explain the difference between their Working blue uniform and Wedgewood uniform
* Brief Cadets on the following information regarding uniform regulations:

1. **Beret**. The beret is to be clean and is to be worn so that the band is horizontally round the head and 2.5cm(1 in) above the eyebrows. Loose cap material is to be drawn down to the right so that the badge is clearly displayed in a position vertically above the left eye.
2. **Clothing**. Clothing is to be of correct fitting, of official pattern, in good repair, neatly pressed and correctly worn:

* Trousers should be pressed with the crease running down the centre of the garment on the front and reverse.
* Skirts should be pressed flat with no creases
* Brassard should be pressed flat again with no creases
* Wedgewood and Working blue shirt should be pressed with no creases
* Jumper should be free from lint and fluff with the shoulder and elbow pads pressed
* Tie is only worn with the pale blue shirt and should be tied in a half Windsor knot.

1. **Footwear**. Boots and shoes are to be clean and in good repair, laces straight across and neatly fastened. Toe cap is to be polished to a high shine using parade gloss, water and cotton wool/ cloth. Dip the cloth into the polish and rub into the toe cap in a small circular motion until the polish is worked into the shoe. Repeat this action until you have worked in enough polish. Then using the same action dip the cloth into water and buff for a high shine.
2. **Socks**. Black socks must be worn. Females must wear 15 denier barely black tights.
3. **Hair**. The hair of the head is to be kept well-cut and trimmed. Women's hair is not to fall below the bottom edge of the back of the jacket collar or show out the front of their beret. This can be achieved using a bun net and grips (black or the colour of your hair)
4. **Shaving**. Cadets are to be properly shaved.
5. **Cleanliness**. The face, ears, neck and hands are to be clean.
6. **Jewellery**. No jewellery is to be worn.
7. **Badges**. Rank and other authorized badges are to be worn in accordance with current dress regulations. No unauthorised badges are to be displayed. For enrolment your brassard will need to have 2 badges sewn on (Squadron number at the top and Air Training Corps directly below)
8. **Pockets**. All pockets are to be worn flat and buttoned where buttons are provided.

**Second half of the parade night**

* Show Cadets how to iron their uniform
* Show Cadets how to polish their shoes
* Show Cadets how to mould their beret
* Measure Cadets for uniform.