Hazleton Fire Department Junior Firefighter Program Guidelines

The Junior Firefighter Program was instituted by the City of Hazleton Volunteer Fire Department (HFD) as a training program for young men and women, aged 16-18, interested in serving their community and preparing to become active firefighters upon reaching the age of 18. At age 18, the Junior Firefighter is eligible to become a full member of the Hazleton Fire Department.

As a Junior Firefighter, members serve in a support role for the senior firefighters at actual emergencies as a supplement to a formal training program. The Junior Firefighters attend monthly training drills with the full Department. An HFD fire officer serves as the Junior Firefighter training office, and he is the primary contact person for the Junior Firefighter. Those selected are expected to act in a mature manner and commit to a demanding, long-term program.

In both training sessions and actual emergency situations, the safety of Junior Firefighters is of paramount concern to the Department. As such, the activities of the Junior Firefighters are limited in scope and the fire officers closely supervise them. The Junior Firefighters quickly become an integral part of the firefighting team during emergencies, serving in such important capacities as establishing a water supply, supplying equipment for interior firefighters, changing air packs, massing exterior hose lines and assisting with interior overhaul once a fire has been extinguished. It should be understood, however, despite the training and supervision provided, firefighting is a dangerous activity, and serious injury is a possibility. The fire officers will make every effort to minimize the Junior Firefighters' exposure to danger. It is also the responsibility of the Junior Firefighter to avoid known hazardous situations.

Due to the inherent dangers of firefighting, strict rules of conduct and tight procedural standards have been established. In an actual emergency, it is essential that all firefighters, including Junior Firefighters, act in a calm, efficient and professional manner. The Junior Firefighters are expected to attend training drills to be prepared for the many challenges presented in an emergency situation. Each member is expected to read and understand these requirements and to adhere to the standards; The HFD fire and administrative officers are available to discuss any questions.

Eligibility

1. Any resident of the city of Hazleton (or within the Hazleton Fire District), between the ages of 16-18, may make application for membership in the City of Hazleton Volunteer Fire Department Junior Firefighter Program.

2. The applicant must complete an application, including a medical authorization and police background check. Included with the application is parental consent that must be signed by a parent or legal guardian. The application must be approved by the HFD Chief

General Rules

1. The general standard of conduct is to act in the manner of a professional. Junior Firefighter represent the HFD and are expected to be courteous and respectful to fellow firefighters and emergency service personnel and all citizens served. The HFD will not tolerate vulgar, offensive, discriminatory or threatening language or gestures at any time. Junior Firefighters may not wear any article of clothing that, in the opinion of a fire officer, would be offensive to the public served. Violations will result in disciplinary action, or suspension.

2. The HFD maintains a "zero tolerance" policy with respect to drug and alcohol use and violations of public laws. Any possession or use of alcohol or illegal drugs or being under to influence of alcohol or illegal drugs, on HFD premises or apparatus, emergency scene, training drills, official function, or while in HFD uniform. Any arrest or conviction for a crime will result in a review of the circumstances by the HFD Chief and Officers and will result in disciplinary action, including permanent suspension.

3. Junior Firefighters may not use or display emergency identifications on their personal vehicle (e.g. blue lights and fire plates). Junior Firefighters may not wear clothing identifying them as a HFD firefighter, except assigned protective gear, uniforms or logo shirts/hats worn for official purposes only. Junior Firefighters may not bring friends into a fire station or permit them to be aboard fire apparatus.

4. Junior Firefighters may not enter HFD fire station unless a senior member of the department is present, and then only for official business (emergency response, training drill, department meeting or work detail). Junior Firefighters will not be given building keys or door lock combinations. Junior Firefighters may not bring friends into a fire station or permit them to be aboard fire apparatus.

5. Junior Firefighters are not permitted to attend overnight stand-by details (will be released from a stand-by not later than 10:00 PM) or to accompany HFD firefighters covering the station of another fire department.

6. Junior Firefighters may not borrow HFD equipment for personal use.

7. Junior Firefighters may not operate HFD vehicles.

8. A Junior Firefighter may only operate power tools, hydraulic or pressurized air operated equipment or cutting devices for training purposes only with the supervision of an approved Hazleton Fire Department member and only while wearing the proper protective gear.

9. Junior Firefighters may not climb HFD ground ladders or aerial ladders.

10. Junior Firefighters are not to participate in any HFD activity during school hours. Junior Firefighters are not to leave school, or a school sponsored activity, for an emergency response. Junior Firefighters are not to respond to any alarm dispatched after 9:30 PM on a school night (Sunday-Thursday). Junior Firefighters will not be assigned pagers or radios.

11. Junior Firefighters must attend a minimum of 30% of training drills or meetings conducted each year. Junior Firefighters are not to respond to emergency calls; they need to respond to the fire station only.

12. Junior Firefighters are responsible for the care of all HFD gear issued to them and are financially responsible for loss or damage from other than official use as a Junior Firefighter.

13. Junior Firefighters may not fill SCBA air bottles and are to remain clear of the filling area when bottles are being filled.

14. No firefighters are to ride on a truck step. All firefighters are to be seated in the truck cab when the apparatus is in motion and seatbelt use is required. Junior Firefighters may not repack hose from the hose bed if the apparatus is in motion.

15. Junior Firefighters are to always report directly to the station. Junior Firefighters are not to drive personal vehicles to any scene unless directed by a HFD Officer.

16. All injuries are to be reported immediately to an HFD fire officer or safety officer.

17. Junior Firefighters may not accept monetary payment or gifts for services rendered as firefighters. Any citizen offering payment of any kind should be referred to an officer and advised to consider a voluntary contribution to HFD.

Emergency Response

1. Junior Firefighters should respond to the firehouse or as directed by the HFD Chief or Junior Firefighter Training Officer via a standing assignment order. Junior Firefighters may respond on HFD apparatus if seats are available (Junior Firefighters will relinquish seats to senior firefighters as needed). Junior Firefighters are under the command of HFD fire officers from the time of their arrival at the station until released from duty by an HFD fire officer. If no officer is aboard the apparatus, the Junior Firefighter will be under the command of the driver until reassigned to an HFD fire officer. Firefighters are not to leave an emergency scene without the knowledge and consent of a HFD fire officer (each firefighter is to speak with a fire officer directly, not via a third party).

2. Junior Firefighters may not respond to an emergency alarm relating to a hazardous material incident, biological or nuclear hazard, explosive device, terrorist incident, police jurisdiction/crime scene assistance or mass casualty (defined as one likely to involve four or more individuals seriously injured or killed-such as an incident involving a train, aircraft or bus accident). Junior Firefighters are not to respond to a mutual aid alarm outside of Hazleton Fire Department Jurisdiction unless directed by a HFD Officer.

3. A Junior Firefighter is to remain well clear of an area of operation requiring use of supplemental breathing air (SCBA).

4. Firefighters must wear all protective gear while riding on the apparatus and at an emergency scene.

5. Under no circumstances is a Junior Firefighter to enter a burning structure, confined space or underground area, or area subject to collapse hazard. Once a fire has been brought under control, and the building is determined to be structurally sound and free of hazardous materials and toxic gas, the Junior Firefighter may enter the building if accompanied at all times by a HFD fire officer or his/her designee. This must be with the consent of the Fire Chief. Junior Firefighters may operate exterior hose lines under the direction of a fire officer or his/her designee. Junior Firefighters must remain clear of a motor vehicle fire or other type fire presenting exposure to flammable liquids or hazardous materials. At an emergency scene, a Junior Firefighter may not climb a ladder or operate from a roof or other elevated position. At an emergency scene, a Junior Firefighter may not operate any power tool, hydraulic or pressurized air operated equipment or cutting device.

6. Upon arrival at an emergency scene, a Junior Firefighter is not to enter a private dwelling or other structure with senior firefighters for investigation or emergency action of any type, unless expressly instructed to do so by the Fire Chief or a Fire Officer. Junior Firefighters are to remain with the apparatus or in close proximity to the incident commander and wait for specific orders from a HFD fire officer. If the Junior Firefighter receives orders from an officer (or request from a firefighter) of another fire department, it is incumbent upon the Junior Firefighter to advise that officer or firefighter of his/her status as a Junior Firefighter and the limitations placed upon him/her. If ordered to enter a structure by a HFD fie officer for any type of emergency action, the Junior Firefighter must be accompanied at all times by a HFD fire officer or his/her designee.

7. All orders received from a fire officer are to be obeyed and executed completely. If due to safety concerns or for any other reason, the Junior Firefighter is unable to complete an assigned task, the officer issuing the order, or another officer in his/her absence, should be immediately notified by the Junior Firefighter who received the order.

8. At an emergency alarm involving downed power lines or gas leak, the Junior Firefighter must remain aboard the apparatus until the area of operation for the Junior Firefighter is determined to be safe by a HFD fire officer.

9. If assisting with directing traffic, the Junior Firefighter must wear a reflective vest and reflective striped turnout coat. In the evening hours, the firefighter must make use of a flashlight. The Junior Firefighter must operate only in an area within sight of fire apparatus and/or a police vehicle displaying flashing warning lights. The Junior Firefighter is not to direct traffic on a divided highway or in snow or ice conditions that may impair motor vehicle control. When assisting with traffic control or crowd control, the instructions of a police officer are to take precedence.

10. Firefighters are not to make any public comments or make any statements to the media at the time of an emergency incident, or following the incident, concerning conditions relating to the emergency scene. Examples of comments to avoid are the cause and origin of any incident, condition of victims, of property, firefighting or rescue techniques. All public inquiries are to be referred to the incident commander or HFD Chief. It should be understood by the Junior Firefighter that fire inspectors or arson investigators and other governmental officials are required to inspect certain types of damage, their presence may in no way indicate suspicion of wrongdoing on the part of the property owner, Firefighters must also understand that individuals whose property has been damaged or destroyed and/or family members injured or killed are extremely sensitive to the statements and actions of emergency personnel. HFD firefighters

are expected to demonstrate the utmost of respect and compassion for these individuals in both their word and actions.

11. Valuables found at an emergency scene are to be immediately turned over to an HFD fire officer or police officer. Theft by a Junior Firefighter will result in an immediate suspension from the Junior Firefighter Program and the Buchanan County Sheriff's Department will be notified.

12. Junior Firefighters are not to have any direct contact with an injured person or dead body. Report any accidental contact with blood or other bodily fluid to a HFD fire officer or safety officer immediately, so that medical treatment can be initiated promptly. Junior Firefighters do not respond to medical calls.

13. for more information contact:
Hazleton Fire Department
P.O. Box 500
Hazleton, IA 50641

Parental Consent

I, _____, hereby authorize my son/daughter_____,

to participate in the Junior Firefighter Program with the Hazleton Fire Department. I hereby give consent to allow _____ to be a Junior Firefighter and hereby waive and release the Hazleton Fire Department, City of Hazleton, and First Responders from any and all claims as a result of my son or daughter's participation in the Hazleton Fire Department Junior Firefighter Program. The undersigned agrees and does hereby release from all liability and hold harmless the City of Hazleton, Iowa, and any of its employees for any and all liability for the personal injuries, including death and property loss or damage associated with the participation of my minor child in the Junior Firefighter Program.

_____

Parent/Guardian Signature and Date

Contract of Understanding

I and my son/daughter have read ALL of the Junior Firefighter Guidelines and understand the guidelines set up to outline the purpose of the Junior Firefighters. I and my son/daughter understand that Junior Firefighters serve as supporters of the Hazleton Fire Department Firefighters to learn the basics of firefighting and to prepare to become a full member at the age of 18. I and my son/daughter understand that Junior Firefighters are to follow all instructions from members of the Hazleton Fire Department and that the general standard of conduct is to act in the manner of a professional. I and my son/daughter understand that he/she is expected to be courteous and respectful of other members (Junior and Regular) and to all citizens as they are representing the Hazleton Fire Department. I and my son/daughter understand there is a "zero tolerance" policy regarding drug and alcohol use. I and my son/daughter understand that by signing this Contract of Understanding, we are declaring that any violation of the guidelines is grounds for immediate dismissal. I and my son/daughter understand that any acts that violate the guidelines and that are illegal by state law will be referred to the Buchanan County Sheriff's Department.

_____ _____

Junior Firefighter Signature and Date

Parent/Guardian Signature and Date

Acknowledge Receipt of Guidelines

I acknowledge that I and my son/daughter have received a copy of the Hazleton Fire Department Junior Firefighter Program Guidelines and have reviewed them prior to signing these documents.

_____ _____

Junior Firefighter Signature and Date Parent/Guardian Signature and Date

I acknowledge that the above received a copy of the Hazleton Fire Department Junior Firefighter Program Guidelines.

_____

Fire Chief Signature and Date

Fire Department Junior Firefighter Program Application

Name _____ Phone Number_____

Address _____ Birthdate_____

Email Address _____

Do you have your parents' permission to apply to be a Junior Firefighter? Yes No

Parent/Guardian Name_____ Phone Number_____

Address _____

Emergency Contacts

Name_____ Phone Number_____

Name_____ Phone Number_____

Medical Information

Doctor _____ Phone Number _____

Hospital_____ Phone Number _____

Medical Conditions _____

Do you take any medications? Yes No

If yes, list the medication and condition it is for_____

_____

_____

Background Information (use another sheet or paper if more space is needed) A background check will be done as well, a felony will prevent anyone from becoming a member of the Hazleton Fire Department

Have you ever been arrested, ticketed, fined, etc? Yes No

If yes, please list the date(s) and what the charge(s) was/were

_____

_____

_____

Additional information (use another sheet of paper if more space is needed)

What interests you the most about becoming involved with the Hazleton Fire Department?

_____

_____

Please list other activities, in detail, that you are involved in (sports, volunteer work, church, etc)

_____

_____

_____

_____

Applicant Signature and Date_____

Parent/Guardian Signature and Date_____

Fire Chief Signature and Date_____