

Mercer County Fire Department

*Junior Firefighter Program
200 Morris Drive
Harrodsburg, KY 40330
Phone (859) 734-4688*

Standard Operating Procedures

This organization shall be known as the Junior Firefighter Program (JRFF) of the Mercer County Fire Department (MCFD).

Purpose

The purpose of this program shall be to provide career development in firefighting, rescue, emergency medical services and to foster positive general employment/social skills.

Meetings

This program shall conduct a general meeting every month and lasting approximately 2 hours. Location of training will be at the respected station of the JRFF's membership. Additional trainings and meetings may be held if determined necessary by the Junior Firefighter Director and/or any chief officer of the department.

Requirements for Membership

- 1. All members shall be between the ages of 14 and 18 yrs. All members must be actively enrolled in a recognized school.*
- 2. Applicants for MCFD JRFF must pose a genuine interest in fire, rescue, and/or EMS careers.*
- 3. JRFF applicants understand the appropriate conduct when participating in any MCFD activity. Failure to do so will result in disciplinary action that is found to be acceptable, by the officer in charge or the person(s) in charge of disciplinary duties.*
- 4. If a JRFF shall lose interest in the program, he/she shall give two weeks written notice to the JRFF Director or chief officer in charge.*

- 5. JRFF must attend at least 3 meetings concurrently to be considered for full membership in the JRFF program.*
- 6. All members will be on a 3 month probation period after attending three consecutive meetings and will remain on probation until taken off by the JRFF Director.*
- 7. The JRFF shall not be substituted for trained personnel*
- 8. The JRFF shall not use tobacco, alcohol products or illegal drugs of any type.*
- 9. The JRFF shall not drive fire department vehicles at any time.*
- 10. Shall complete both an application and parental consent form.*
- 11. JRFF s will not be permitted to attend MCFD trainings unless otherwise specified by the department chief or director*
- 12. JRFFs will be issued personnel protective equipment at the discretion of the JRFF director or the department chief. All members will be responsible for the care and maintenance of his/her own gear and uniform with monthly checks.*
- 13. In the event of an emergency, if available, all JRFFs will respond to the fire station. At no time shall a JRFF respond to an emergency in a reckless or unsafe manner. No JRFF is permitted to use emergency lights or sirens.*
- 14. Each JRFF member shall have on file:*
 - A. Application for participation*
 - B. Photo release form*
 - C. Medical release form*
 - D. Waiver of liability*
 - E. Understanding of JRFF SOP's*
 - F. Understanding of MCFD SOP's*
 - G. Emergency scene permission*
- 15. No JRFF shall respond to any emergency scene without the permission of a chief officer or JRFF director.*
- 16. While on any scene, a JRFF shall restrict their duties to nonhazardous environments as directed by the incident commander or a JRFF advisor.*
- 17. Transportation to and from an emergency scene will be provided by a member of the MCFD in a department vehicle or an approved POV*
- 18. Upon arrival to any emergency scene, all JRFF shall immediately report to the Incident commander and perform duties as assigned.*
- 19. No member shall have in their possession any radio that can transmit on a repeater channel*
- 20. No JRFF shall be in any station during an emergency run unless they have been texted by the phone tree method which was activated by the JRFF director.*
- 21. It will be the responsibility of the JRFF's and/or their parents to provide transportation to and from any Fire Department training, meetings, and/or activities that he/she may attend,(including to a fire scene if needed), and to promptly have transportation available as soon as possible after the function is complete.*

EDUCATIONAL REQUIREMENTS

JRFF's

Shall have graduated from high school or be enrolled in school and meet the attendance requirements as set forth by federal, state, or local agencies in good standing, (An approved home or private school program is acceptable).

Shall maintain a cumulative grade point average (GPA) of at least the equivalent of the letter C (2.5) in all curriculums.

Shall not participate in any MCFD activities during regular school hours unless it is an authorized school function.

TRAINING REQUIREMENTS

JRFF's

Ages 14-15 are only permitted to attend classroom training and only observe the skills and/or hands on portion of the training evolutions.

Age 15-17, when properly equipped with personal protective equipment, are permitted to participate in classroom and/or skills/hands on training evolutions in the following areas:

- A. Administration and organization*
- B Safety*
- C. Communications*
- D. Fire behavior--(shall not include live fire evolutions)*
- E. Portable extinguishers--(using a burn pan no larger than 36"x36" only)*
- F. Personal protective equipment*
- G. Forcible entry--(may include power/hydraulic tools under direct instructor Supervision)*
- H. Ventilation--(may include power saws when under direct instructor supervision And when secured with fall protection)*
- I. Ropes--(may include high angle awareness level evolutions when using NFPA Approved standards and equipment)*
- J. Ladders--(shall include the usage of a ladder belt or safety harness)*
- K. Hose/Nozzles/Appliances--(shall not exceed hand lines greater than 2")*

- L. Foam--(shall not exceed hand lines greater than 2”)*
- M. Fire control--(shall not include live fire evolutions)*
- N. Salvage--(shall be under direct instructor supervision)*
- O. Overhaul--(shall be under direct instructor supervision)*
- P. Emergency medical care--(shall meet all governing agency requirements)*
- Q. Rescue--(shall not include ice, swift water, or dive response training conditions such a training classes as but not limited to trench rescue, confined space, high angle awareness level, collapse, and extrication may be permitted when under direct instructor supervision)*
- R. Water supply*
- S. Sprinklers*
- T. Hazardous materials--(shall not be subject to any IDLH atmosphere: however, simulated hot zone training may be permitted)*
- U. Fire prevention/ Public education*
- V. Building construction*
- W. Aircraft crash/ fire rescue--(shall not include live fire evolutions)*
- X. Emergency disaster planning*
- Y. Fire investigation--(shall not involve any IDLH atmosphere)*
- Z. Pump operations*
- CC. Drivers training--(shall only be by a licensed driver and only on a closed Cone course under direct instructor supervision)*
- FC. Kentucky firefighter survival*
- FC. Kentucky firefighter rescue*
- FC. Kentucky wild land awareness--(shall not include live fire evolutions)*

INCIDENT RESPONSE REQUIREMENTS

JRFF's

Age 14 shall not at any time participate on the incident scene

Age 15 to 18 shall complete a minimum of 23 hrs training in the following areas prior to participating at an incident

<i>Administration</i>	<i>2hrs</i>
<i>Safety</i>	<i>2hrs</i>
<i>Fire behavior</i>	<i>2hrs</i>
<i>Portable fire extinguishers</i>	<i>1hr</i>
<i>PPE</i>	<i>3hrs</i>
<i>Forcible entry</i>	<i>1hr</i>
<i>Ventilation</i>	<i>1hr</i>
<i>Ropes</i>	<i>1hr</i>
<i>Ladders</i>	<i>2hrs</i>
<i>Hose</i>	<i>2hrs</i>
<i>Fire Control</i>	<i>1hr</i>
<i>Salvage</i>	<i>1hr</i>
<i>Overhaul</i>	<i>1hr</i>
<i>Drivers Training</i>	<i>1hr</i>
<i>Incident Command</i>	<i>2hrs</i>
<i>First aid/CPR requirement of governing body or re-cert</i>	

JRFF WHILE ON INCIDENT SCENE

Shall never operate as incident commanded

Shall never operate in place of trained personnel

Shall never respond to an incident in an emergency mode

Shall never engage in any IDLH activities involving fire/smoke

Shall never operate or engage in any hazardous materials activities

Shall never operate hydraulic or power tools

Shall never participate in ventilation

Shall never climb ladders during incident operations

JRFF ACTIVITIES AT AN INCIDENT SCENE

May help in rehab

May help with accountability

May help with hose relocation, rolling, and/or loading outside an IDLH atmosphere

Equipment retrieval from apparatus

Exterior operations using hose lines of 2" or less and not in an IDLH atmosphere

APPROPRIATE CONDUCT

No insubordination will be tolerated at anytime

The JRFF director and/or department chief shall have the authority to reprimand and/or dismiss any JRFF who has been found in violation of any rules or regulations found in the MCFD SOG's, SOP's or the JRFF's SOP's.

If an JRFF is unable to attend a meeting they must contact the JRFF director

Three consecutive unexcused absences with no contact from the JRFF will result in a dismissal

If a JRFF is found under the influence of alcohol or drugs, he/she shall not be permitted on any MCFD property and shall be dismissed from the department

DISCIPLINARY ACTION

Any JRFF receiving a suspension from the MCFD will not be allowed on the property or to attend any MCFD function. The JRFF director shall be made aware of any discipline action elsewhere such as but not limited to school, home, teams, etc. Failure to inform the JRFF director of any disciplinary action will result in suspension from the JRFF program. The JRFF director shall have the authority to override any decision made.

OFFICERS

By order of the MCFD chief, No JRFF will hold officers position within the program. This is at the direction of the chief. JRFF may be appointed to committees and other leadership positions at the discretion of the JRFF director.

UNIFORMS

All uniforms requirements shall be provided by the MCFD. Uniform checks shall be held monthly.

CLASS A--See MCFD SOG for class A wear, all class A uniforms will be dispensed at the discretion of the JRFF director and/or the chief of MCFD.

CLASS B--Shall consist of a light blue duty shirt with a white crew neck undershirt, dark blue slacks, black shoes or boots and a black belt. Name plat will be worn on the right breast pocket, badge above left breast pocket. MCFD patch on left sleeve and an American flag on right sleeve. Class B shall be worn for all meetings and special events. Class b uniform shall only be worn on official JRFF business.

CLASS C--Shall consist of a JRFF t-shirt, dark slacks or blue jeans and sturdy shoes or boots.

BENEFITS

- 1. If in good standing with MCFD at the age of 18 and has graduated from high school, may make application for MCFD fire fighter, The MCFD is not under any obligation to accept or approve any applicant*
- 2. JRFF's are permitted in the fire stations at the following times*
 - A. during a fire run*
 - B. regular or special meetings*
 - C. any other time with the permission of the JRFF parents, director, and the captain of that station. A regular MCFD member shall be present at all times.*
- 3. After attending 150 hrs of organized training, the JRFF shall be issued gear*
- 4. The JRFF will become eligible to assist at emergency scenes after 150 hrs of training, no disciplinary actions on file and all requirements met.*