**Lesson Plan**

**PREPERATION**

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| COURSE | New Entry to Cadet |
| SUBJECT | Advancement |
| SYLLABUS REF | NE16 |
| LESSON | How to Care for Your Uniform |
| LESSON FORMAT | Practical |
| NO. OF PERIODS | 1 |
| DURATION | 40 Minutes |
| TRAINING AIDS | Full No. 1  Full No. 4  Iron  Ironing board  Uniform cleaning kit  Pressing cloth |
| PLANNED ACTIVITIES | Navy Cadet Force Promise/Corps Values |
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**INTRODUCTION**

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| NAME | It is important at this point to be as approachable and accommodating as possible as this will be the first interaction the cadet has with unit staff or senior cadets |
| SAFETY ASPECTS | As per Unit Policy |
| INTEREST | Keeping your uniform in excellent condition is vital for a Cadet |
| NEED |  |
| OBJECTIVES | To enable New Entry cadets to have knowledge of how to clean their uniform correctly |

**DEVELOPMENT**

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| KEY POINTS |
| **Cleaning and care of the naval uniform**  **Teach and demonstrate:**  **Issue cadets with uniform items to practise on as the period progresses**  As with any clothing, care must be taken when wearing your uniform to keep it in good condition. Cleaning and ironing must be carried out to ensure that your uniform is clean and smart at all times. The following gives guidance on how to care for your uniform.  Always read the garment’s care label first.  **Guidance on ironing**  Press using a hot iron and a damp pressing cloth, for example, a cotton tea towel. This will remove all unwanted creases. To press good sharp creases in the garment, use a piece of brown paper with a hot iron. A damp cloth or brown paper should always be used when pressing or ironing blue uniform – this will stop No. 4 trouser from shining.  Cadets are to be shown how to press or safely iron before they conduct any ironing |
| **White seaman’s cap**  **Explain and demonstrate:**  Wash each time it is worn. Before washing, remove the cap ribbon, scrub the top of the cap with a soft nail brush and warm soapy water, dry with a clean soft cotton cloth. Remove any soap from the black band using a soft cotton cloth.  (Do not put whitener on the cap.)  When necessary, carefully iron the cap ribbon with a cool iron using a clean pressing cloth. The ribbon will scorch if you use a hot iron. Ensure the chin-stay is fitted correctly. |
| **Blue beret/badge**  **Explain and demonstrate:**  Dry clean only when necessary. Remove metal beret badge first. The beret should be brushed each time it is worn with a clean clothes brush |
| **Seaman’s blue collar**  **Explain and demonstrate:**  If the collar you have received is new and the blue is very dark, soak the collar for 24 hours in a bucket of salt water, then wash as below. This ensures that the blue will not run into the white stripes.  Wash normally when dirty. Press with three sharp vertical creases. Do this by pressing flat with the three white stripes uppermost, using a pressing cloth. Then fold in half with the white stripes inwards facing each other and press the central crease. Open the collar and lay it flat, underside uppermost. Fold back one edge to the central crease (thus exposing the top side) and press in the crease. Repeat for other side (make sure you do not press out the central crease). You should now have three equally spaced ‘concertina’ creases with the outside two pointing upwards and the centre one pointing inwards. |
| **Blue class II jumper**  **Explain and demonstrate:**  Dry clean only, as often as necessary. This should be pressed as a normal suit jacket with creases at the front and back of both sleeves. Achieve this by laying the sleeve flat and pressing sharp creases down the front and rear of each arm |
| **Blue class II trousers**  **Explain and demonstrate:**  Dry clean only, as often as necessary. Press these in the same way as regular trousers, with a sharp crease down the front and rear of each leg. |
| **Shirt uniform class II white front**  **Explain and demonstrate:**  Wash normally and iron flat, then press the white front with outward creases down each arm and vertically down front centre. The front crease is worn outwards. |
| **Lanyard**  **Explain and demonstrate:**  Wash after each wear in hand-hot soapy water, rinse thoroughly and hang to dry. |
| **Black silk**  **Explain and demonstrate:**  Wash after each wear in hand-hot soapy water, rinse thoroughly and hang to dry. |
| **Number 4 AWD shirt**  **Explain and demonstrate:**  Wash normally and iron flat, then press the shirt with outward creases down each arm. |
| **Number 4 AWD trousers**  **Explain and demonstrate:**  Carefully follow the manufacturer’s instructions for washing. Press in same way as regular trousers, with a sharp crease down the front and rear of each leg. |
| **Jersey wool heavy**  **Explain and demonstrate:**  Cool hand-wash, as often as necessary. As a woollen garment it is prone to shrinking. Iron flat with a warm iron. |

**CONSOLIDATION**

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| SUMMARISE KEY POINTS | Ensure you deliver an overview of the session |

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| PLANNED QUESTIONS | Insert your planned questions here |
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| LOOK FORWARD | NCF Promise OR as per Training Programme |