



SCHOOL DISTRICT 46

YOUTH FIRE ACADEMY 2025



PROGRAM INFORMATION

The SD46 Youth Fire Academy is a Work Experience 12 program offering students an incredible opportunity to explore the exciting field of firefighting. This equal opportunity program is open to all grade 11 and 12 students in SD46, including those in the SPIDER program. Participants will be challenged in their strength, endurance, communication, and teamwork skills as they engage in activities such as dragging charged hose lines, extinguishing live fires, laddering buildings, gaining certifications, fighting wildfires, and using the “Jaws of Life” to cut through cars.

Fourteen (14) Cadets will be deeply immersed in an 8-day program, which includes both classroom instruction and practical exercises. The Academy will cover the physical and educational components of Firefighter Basic Training for new recruits. Skills will be taught collaboratively by firefighters and officers from local fire and wildfire departments, providing students with access to a wealth of experience.

Firefighters must maintain a high level of fitness to perform their duties effectively. Turnout gear, tools, and breathing apparatus add approximately 23 kilograms to the wearer. Successful applicants will need to work in teams while wearing this heavy and hot life-saving gear. Previous experience in sports and a commitment to physical training will be beneficial.

The Academy will be held at the Sechelt Fire Department (5525 Trail Ave, Sechelt), the Training Yard (5940 Mason Rd), and the Sechelt Fire Base (4448 Hilltop Rd). The program concludes with a “Family Day,” where friends and family can watch a live demonstration of the skills and knowledge acquired during the program, followed by food and certificate presentations.

Cadets will be selected through a process evaluating a range of strengths and weaknesses, including academic performance, physical fitness, and interview results. Successful candidates will show strong academic abilities, excellent school attendance, relevant work or volunteer experience, and diverse interests. Those with a genuine interest in firefighting, forestry, paramedicine, military, or police services will particularly benefit from this Academy.

The SD46 Youth Fire Academy is dedicated to providing a unique opportunity to explore the fire service and its many benefits. This program is limited to fourteen (14) cadets to ensure a high instructor-to-student ratio and a safe, immersive learning environment.

APPLICATION INSTRUCTIONS

- Read all the information contained in this package first to understand the program.
 - Complete and gather:
 - ☐ **Letter of Intent** outlining your desire to be part of this Youth Fire Academy... please make clear **how this program fits into your educational and career plans.**
 - ☐ **School Transcript** (see your counselor)
 - ☐ **Absence & Late Reports** (see your counselor)
 - ☐ **Pages 6 – 17: student applicant will type in all answers, print off pages 6-17 and obtain all necessary signatures** (keep pages 1-5 for your reference)
-
- Submit completed applications (**unstapled** and in a **large envelope**) to your **high school counselor** no later than **Friday, November 7, 2025. Late/ incomplete applications will not be accepted.**

TIMELINE

November 7, 2025: Application submission deadline to your counselor
November 10 – December 11, 2025: Internal review of applications by: **FD and SD46**
January 8-9, 2026 : Fitness testing beginning around 3:30pm. Locations: **TBD**
January 19 – January 23, 2026: Personal interviews (bring an updated Resume).
January 29, 2026 : Final selection of participants will be made
February 26, 2026 at 7:00pm: Parent + Student information meeting and gear fitting
March 14 – 21, 2026 (inclusive) : Youth Firefighter Academy from 9.00am to 5.00pm
March 28, 2026 : "Family Day" Demonstration and Ceremonies from 9:00am to 2:00pm
April 10, 2026 : Successful applicants will complete Work Exp 12A/B 'online'

IF YOU ARE ACCEPTED INTO THE YOUTH ACADEMY:

Students will:

- be enrolled in **Work Experience 12A/B 'online'** through SD46 Online (**SPIDER**) and **must have all course work completed no later than Friday, April 10, 2026.**
- Your instructor will be **Cheryl Wilson** (cwilson@sd46.bc.ca) and she will guide you through the course in a timely manner.
- complete a **"Non-Standard School District Worksite Agreement Form"**
- ~~pay the program fee of \$250 at Parent + Student information meeting in February. Cash can be paid to Cheryl Wilson. Cheques should be made payable to: "SCAS". This fee will cover all program material/resources, liability insurance, issued clothing, lunches and snacks.~~ **PROGRAM FEES HAVE BEEN WAIVED FOR 2026!**
- supply their own **CSA approved steel toed boots** (the 6" high type)

**if course fees or boots are unable to be covered by the student, contact Cheryl Wilson.*

REQUIREMENTS

The Youth Fire Academy is open to **any current grade 11 or 12 student** who is registered in an **SD46 Sunshine Coast high school, SPIDER, or home school program.**

Applicants must meet the following criteria to be considered:

- Be 16 years of age by December 31, 2025
- Have a genuine interest in firefighting, volunteering and community service
- Have a good attendance and late record
- Be willing and able to work as part of a team
- Can communicate effectively
- Be physically fit and healthy
- Be a non-smoker during the program
- Relinquish the use of personal devices during the hours of the program
- Strictly adhere to the Sechelt Fire Department dress code

FITNESS INFORMATION

For those that are not on a regular fitness regime, i.e. working out at least twice a week or playing organized sports, it is highly recommended that you start exercising now. Passing the run, push-up and sit-up test may get you into the program but only those who actively participate in a healthy lifestyle (including working out) will have the stamina to make it through the eight (8) intense days of the program.

PERSONAL INTERVIEW PREPARATION

The interview will take place in at the end of January, and you are expected to act and dress as you would for a real job interview. **Please bring an updated resume with you to your interview.**

There will be a small panel (three or four people) from local fire departments. BC Wildfire, and SD46 interviewing you.

During your interview you may/will be asked about:

- Your school courses and grades
- Your attendance/lates... especially if you excessive lates or absences (i.e. more than 5, ideally no unexcused)
- Past/present employment, volunteer and or sports activities (including fitness testing results)
- Key points from: Who am I?, updated resume, and letter of intent
- Your future career and education plans
- Your hobbies and activities

It is strongly recommended reviewing:

- Sechelt Firefighter Recruitment:
<https://www.secheltfiredepartment.ca/join/>

ACCIDENT AND LIABILITY INSURANCE

Parents/Guardians:

As part of the Youth Fire Academy, your son/daughter/ward will also be enrolled in a Work Experience 12A/B 'online' course that is organized and monitored by Cheryl Wilson, an SD46 teacher.

Usually, Work Experience placements are made with many different employers and organizations throughout the Lower Mainland (ex: retail store, accounting firm, florist, care home). Worksites are considered either Standard or Non-Standard under the Workers' Compensation Act.

A **Standard Work Site** is a location at which a worker carries out career related tasks and responsibilities under the general supervision of a work-site employer. It also applies to a situation of self-employment. This Standard work site is covered by the Workers' Compensation Act.

A **Non-standard Work Site** is a location created by a school or school board for training students for an occupation or career, or an existing public or private training institution in which a student is placed for training purposes. **Workers' Compensation Board coverage does NOT apply on a Non-standard work site.**

Important Note:

For the purposes of this Youth Fire Academy, this **work experience worksite is considered Non-standard.**

Course will include third-party liability insurance for the applicant through "Insure my Kids"

More information about coverage can be found on the website: <https://insuremykids.com/>

You will receive an email about it, you do not have to pay additionally.

If you have any questions please contact:

Cheryl Wilson, at 604-740-2738.

Steven Achterberg, at 604-885-7017 ext 107

RULES AND REGULATIONS

1. Students will show up on time and ready for the day dressed in their complete uniform and applicable personal protection equipment (PPE)
2. Students must follow all directions from fire hall staff and SD46 personnel, including all safety protocols set by Department Procedures and WorkSafeBC
3. Any injury that occurs on Sechelt Fire Department and BC Wildfire Service property must be reported (regardless of how minor)
4. All assigned homework will be handed in at the beginning of class
5. Alcohol, cannabis and non-prescription drugs are strictly prohibited during the Youth Academy
 - a. prescription drugs should be documented on the APPLICANT MEDICAL INFORMATION FORM and reported to the instructor prior to the beginning of class
6. Smoking of any kind (cigarettes, e-cigarettes/vaping or chewing tobacco) is not permitted during the program
7. Students are not to enter out-of-bounds areas. These will be identified on the first day of class
8. Students are responsible for their uniform and all equipment assigned to them during the program
9. No jewelry or piercings are to be worn during the program. They can get entangled during training exercises and cause serious injuries
10. Watches are required for first aid training
11. Long hair must be retained during training
12. Nail polish and makeup are not to be worn
13. All students must be clean shaven. Trimmed mustaches are acceptable but goatees, beards and sideburns below the ears are not acceptable.
14. Personal electronic devices (phones, iPads, laptops, Apple watches, etc.) are not permitted during the instructional parts of the program. Students may use them before and after the day's program, and during their lunch period.

PERSONAL INFORMATION FORM

Note: it is **expected student applicant will complete** the application package in his/her own words, then getting necessary signatures where needed.

School Information:

School Name: _____ Present Grade: _____

Applicant (Student) Personal Information:

Note: Your legal name is as it appears on your birth certificate, passport, driver's license or other government documents.

Legal First Name: _____ Preferred First Name: _____

Legal Last Name: _____ Birthday (mm/dd/yyyy): _____

Home Mailing Address: _____

City: _____ Postal Code: _____

Home phone number: _____ Student Cell: _____

Student email address: _____

Parent email address: _____

Personal Health Number: _____

Do you have any current/valid **First Aid certifications**? ☐ No ☐ Yes

If **"Yes"**, which ones: _____

List any **other certifications**, or courses, that you feel would be of value in a Fire/Rescue career.

Do you have your **driver's license**? ☐ No ☐ Yes, my "L" ☐ Yes, my "N"

If **"Yes"**, what is your driver's license number: _____

What is your preferred method of communication?

IMPORTANT NOTE: Communication with Academy organizers is crucial to student success. Failure to read and respond to critical information may result in the student being removed from the Program. By signing below the applicant acknowledges responsibility for receiving/ relaying information in a timely manner.

PARENT/GUARDIAN INFORMATION

It is presumed that most high school students live with at least one supervising adult who is responsible for them.

For the purposes of this application, this person is referred to as your Parent or Guardian; although, there may be a step-parent, foster parent, grandparent, uncle, aunt, adult brother or sister or another adult or legally appointed caretaker who is responsible for you.

The information below applies to your Parent or Guardian.

First Name: _____ Last Name: _____

Best phone number(s) to be reached at: _____

Best email address(s) to be reached at: .

EMERGENCY CONTACTS

If you become ill or injured while you are in the Youth Fire Academy, Sechelt Fire Department would like an alternate emergency contact who can be notified in case your parent or guardian is unavailable to assist.

- List two contacts in the order that they should be contacted
- Contact must be adults who have a car and a driver's license
- The contact must live on the Sunshine Coast
- Ideally, the contact lives close to Sechelt and must be informed by you that they are being listed as an emergency contact

First Name: _____ Last Name: _____

How do you know this person? _____

Best phone number(s) to be reached at: _____

First Name: _____ Last Name: _____

How do you know this person? _____

Best phone number(s) to be reached at: _____

APPLICANT (Student) MEDICAL INFORMATION

Family Doctor's Name: NOT REQUIRED

Address: NOT REQUIRED

Telephone Number: NOT REQUIRED

Are there any medical conditions, illnesses or injuries that may limit your full participation during this Youth Fire Academy that you feel the School District and Sechelt Fire Department should know about? If "yes", please explain.

Do you wear eye glasses? No Yes Do you have contact lenses? No Yes

When was your last tetanus shot?

Do you have any allergies to:

- specific foods? ☐ No ☐ Yes

If 'yes', please list: _____

- animals? ☐ No ☐ Yes

If 'yes', please list: _____

- bites, like insects? ☐ No ☐ Yes

If 'yes', please list: _____

- other aversions? ☐ No ☐ Yes

If 'yes', please list: _____

Students with any allergies or medical conditions should ensure they **bring necessary medical supplies and/or medicines** with them to the Youth Fire Academy. If there are any personal or parental/guardian concerns that entering this program may exceed the physical limits of the applicant, it is recommended that the applicant undergo a medical examination by a doctor prior to applying for this program.

All injuries, no matter how minor, that occur during the Youth Fire Academy must be reported immediately so they can be documented and attended to. **Any medical situation requiring more than a band-aid will be assessed and treated at the hospital.**

We anticipate and maintain all safety protocols during the Academy as set out by Department procedures/ guidelines and WorkSafeBC.

APPLICANT (student) DECLARATION

I, (print name) _____, declare that I have read all the information included in this package and that the information that I have given is true and correct.

I understand that firefighting is a physical and demanding job and that the Youth Fire Academy may test my limits of fitness and endurance.

I am not aware of any existing medical or physical conditions that would place me at risk by taking part in this program.

I am committed to complete all the training days and all the assignments given to me by the instructors, by their due dates.

I declare that I will notify the School District representative and Sechelt Fire Department if any of the information that I have listed in this package changes, or of any circumstance that may bring into question the appropriateness of my behaviour into question.

I understand that such a circumstance as stated above may not necessarily result in my being removed as an applicant or as a student in the Youth Fire Academy; however, failure to disclose or conceal any circumstances as mentioned above may conclude with me being expelled from the program.

I understand that my acceptance into SD46's Youth Fire Academy will be based on:

- My fitness level
- My academic standing, including attendance and lates
- My letters of references from a high school teacher and community member
- My letter of intent and updated resume
- My personal interview

Applicant Signature: _____

Date: _____

PARENT/GUARDIAN DECLARATION

I, (print name) _____, declare that I have read all the information included in this package and that the information that I have given is true and correct.

I understand that firefighting is a physical and demanding job and that the Youth Fire Academy may test my son's/daughter's/ward's limits of fitness and endurance.

I am not aware of any existing medical or physical conditions that would place my son/daughter/ward at risk by taking part in this program.

I declare that my son/daughter/ward is committed to completing all the training days and all the assignments given to him/her/them by the instructors, by their due dates.

I declare that my son/daughter/ward will notify the School District representative and Sechelt Fire Department if any of the information that he/she/they has listed in this package changes, or of any circumstance that may bring into question the appropriateness of his/her/their behaviour into question.

I understand that such a circumstance as stated above may not necessarily result in him/her/they being removed as an applicant or as a student in the Youth Fire Academy; however, failure to disclose or conceal any circumstances as mentioned above may conclude with him/her/their being expelled from the program.

I understand that my son's/daughter's/ward's acceptance into SD46's Youth Fire Academy will be based on:

- his/her/their fitness level
- his/her/their academic standing, including attendance and lates
- his/her/their letters of references from a high school teacher and community member
- his/her/their letter of intent and updated resume
- his/her/their personal interview

Parent/Guardian's Signature: _____

Date: _____

SCHOOL DECLARATIONS

Applicants: Please obtain the name and signature from an **administrator**, your **counsellor** and a **teacher** you have recently taken a course or extra-curricular event with.

I, (print **Administrator's** name) _____,
know, encourage and support this student in his/her quest to be accepted into the Youth Fire Academy. I feel this candidate would benefit greatly from this experience and be a **wonderful ambassador of our school and school district**.

I, (print **School Counselor's** name) _____,
know, encourage and support this student in his/her quest to be accepted into the Youth Fire Academy. I feel this candidate would benefit greatly from this experience and be a **wonderful ambassador of our school and school district**.

I, (print **Teacher's** name) _____,
know, encourage and support this student in his/her quest to be accepted into the Youth Fire Academy. I feel this candidate would benefit greatly from this experience and be a **wonderful ambassador of our school and school district**.

I have discussed this Youth Fire Academy with the candidate. Part of the discussion was in attendance, grades, work habits and behaviour.

I understand that this student's application for the Youth Fire Academy will be based, in part, on the expectation and confirmation that their behaviour both within our school district and within our community will have been beyond reproach.

I understand that; at any point in the application process and, if accepted, at any point after this student's application has been accepted, the school district will immediately notify the Career Programs Coordinator **Cheryl Wilson: 604-740-2738** of any circumstance, within our school district and or within our community, that may bring the appropriateness of this student's participation into question.

I understand that such circumstances as stated above may not necessarily result in this student being removed as an applicant or student for the Youth Fire Academy however, a failure to disclose or conceal any of the circumstances mentioned above will result in this student's removal as an applicant or student.

Administrator Signature: _____

Date: _____

Counselor Signature: _____

Date: _____

Teacher Signature: _____

Date: _____

PARENT WAIVER AND ACKNOWLEDGEMENT

The School District 46 (SD46) Youth Fire Academy (the "Academy") is a work experience program that introduces students to firefighting theory and practical skills, including fire hose drags and carries, setting up and climbing an aerial ladder/bucket, fire extinguisher training, climbing a training tower in firefighting gear, extinguishing multiple types of fires, fire pumper vehicle activities, auto extrication training (e.g., cutting cars, removing glass, vehicle stabilization) and using other firefighting equipment. The Academy will be hosted by the Sechelt Fire Department (the "Dept") and BC Wildfire ("BCWS").

The Academy is designed to provide challenges and skill-building opportunities and includes several activities with inherent risks that are different or greater than those normally assumed at home or school. Risks related to use of Fire/Rescue grounds and equipment, slipping, tripping, falling from a height, being struck by falling objects, improper use or failure of equipment, over-exertion, cuts, exhaustion, inclement weather, impact or collision with equipment or persons and negligence or unauthorized activities of others. While the Dept. takes reasonable safety precautions, it is not possible to eliminate all risk.

Participants are required to wear all safety gear and strictly comply with all instructions and directions provided by Fire/Rescue staff and other Academy facilitators. Participants must share responsibility for their own safety and that of others during the Academy and are encouraged to seek clarification regarding safety or any other matter at any time.

In consideration of the Dept. allowing the student named below (the "**Participant**") to participate in the Academy, the Participant's parent or legal guardian (the "**Parent**") hereby:

1. confirms that participation in the Academy is suitable for the Participant;
2. consents to the Participant participating in the Academy;
3. confirms that he or she understands and freely and fully assumes the risks and hazards, known and unknown, inherent in the nature of the Academy;
4. acknowledges and understands that the Participant may suffer personal injury (including death), property damage or loss due to participation in the Academy; and
5. confirms that the Participant has been advised of the inherent risks of the Academy and the requirement to follow all reasonable rules and regulations provided and that the Participant has read, understands, and agrees to the terms of this Consent and Acknowledgment of Risk.

The Parent and the Participant are encouraged to contact the Dept. or SD46 if they have any questions or concerns about the risks described above or any other concerns regarding participation in the Academy.

If any part of this Consent and Acknowledgment of Risk is determined by any court to be illegal or unenforceable, that part will be severed, and the remaining parts will continue in full force and effect.

This Consent and Acknowledgment of Risk is governed by and will be construed in accordance with the laws of the Province of British Columbia.

Participant's Name: _____

Parent/Legal Guardian Consent and Acknowledgement of Risk:

Name: _____

Signature: _____

Date: _____

This page is intentionally left blank

PHYSICAL FITNESS TEST

Student Name (Last + First): _____

School Name: _____

Physical Fitness Test:

It is **expected that students will train/prepare for the fitness testing**. Many students struggle with the run, so it is recommended to do timed runs of the upper field (Chatelech) or the track (Elphinstone) at least a few times before the actual timed run in mid-January.

This test will be overseen by Youth Fire Academy and SD46 personnel.

If a candidate attends the program and it becomes apparent that they have not maintained their physical fitness, the candidate may be sent home.

Fitness Testing Elements:

- **“Davison’s (Run) Test”** – 2 km run... Target: 12 minutes or less
- **Push-ups** – as many as possible in 60 seconds... Target: 20 push-ups
- **Sit-ups** – as many as possible in 60 seconds... Target: 40 sit-ups

TEST	RESULTS	COMMENTS
2 km Run		
Push-ups		
Sit-ups		

Date of Test: _____

Examiner: _____

MEDIA COVERAGE AND PHOTOGRAPHY NOTICE

The *Freedom of Information and Protection of Privacy* legislation came into effect for schools in the fall of 1994. To ensure that we are complying with the legislation, please read the following information carefully.

Media Coverage and Photographs:

From time to time, the school receives requests from newspaper and television reporters to visit our schools and Partnership Programs to do a story about some aspect of the school or its programs.

Requests of this nature are given careful consideration and approval may only be granted by the Principal and the Superintendent of Schools. There is a possibility the reporters will want to take photographs or film footage to accompany their story. While the schools attempt to cooperate with the media wherever possible, the school districts recognize there are instances where publicity of this nature is not welcome by individuals.

As well, in the school districts, district staffs can photograph individual students and groups of students to commemorate events and to promote various educational, sports and cultural events taking place in the district.

Therefore, parents may not wish their child to appear in a newspaper photograph or to be televised while involved in school activities, or have their child photographed by district staff for promotional purposes. Accordingly, please tick off the appropriate box below and please sign the form below and the schools will work with you and your child to minimize the possibility of this happening.

☐ **I agree** my child **may be** involved in media coverage and may be photographed by school district and/or Youth Fire Academy staff

☐ **I do not** wish my child to be involved in media coverage or to be photographed by school district and/or Youth Fire Academy staff

Student Name: _____

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____

Date: _____

WHO AM I?

These questions will **help you/us during the personal interview**, plus allow some of your answers will help you to update your resume (which you will submit on your personal interview day)

Previous Fire Academies:

Have you applied for or attended any academy in the past?

☐ Yes

☐ No

If "yes", which one(s) and when? _____

Future Plans:

What are your **career** aspirations? _____

What are your **educational** plans after high school? _____

Give 2 specific examples of things you have done in the **past 6 months** that you feel will help you with your future career and educational goals.

1. _____

2. _____

UNpaid Community Service or Volunteer Experience: [list most current first]

Organization #1: _____ Start/end dates: _____

Contact Person: _____ Phone number: _____

Responsibilities/Duties: _____

Organization #2: _____ Start/end dates: _____

Contact Person: _____ Phone number: _____

Responsibilities/Duties: _____

Paid Work Experience: [list most current first]

Company #1: _____ Start/end dates: _____

Contact Person: _____ Phone number: _____

Responsibilities/Duties: _____

Company #2: _____ Start/end dates: _____

Contact Person: _____ Phone number of contact: _____

Responsibilities/Duties: _____

Maintaining a Healthy & Active Lifestyle:

School and/or community clubs and/or teams you belong to (level and the frequency of activity):

Individual personal physical training (type, duration and frequency of your workouts):

Hobbies & Interests:

Briefly Explain Experiences you have done to explore your interest in a “firefighting” career:

Courses: _____

Lectures or Workshops: _____

Internet research: _____

Personal Interviews: _____

Other: _____

References:

SD46 will email two people and have them complete an online form/survey that will act as your letters of reference. **You should let him/her/them know they will be contacted via email.** Please provide the following:

One:

your **Math 10 or 11** teacher **or** your **English 10 or 11** teacher:

Name: _____ Email address: _____

How do you know this person? _____

Two:

a **community member** (ex: coach, employer, supervisor, volunteer coordinator, Cadet leader, etc)

Name: _____ Email address: _____

How do you know this person? _____

History Questions

1. The first organised fire department in Canada was formed in what city and when? _____
2. Who was British Columbia's first female career firefighter? _____
3. What is the nickname of the the tallest firefighting apparatus in the world? _____
4. Who is your favourite Roman Emperor? _____
5. The most effective colour of fire apparatus is: Red White Green Other _____