



Purpose of this Policy

1. The purpose of this Policy is to define the HPAC/ACVL code of conduct for certified instructors.
2. This code is focused on those aspects of instructor conduct that are necessary to support the primary objectives of HPAC as outlined in SOP-100 and on promotion of uniform, fair and equitable student-instructor relationships across Canada.

Instructor Obligations to Students – Personal Readiness

3. All HPAC/ACVL Instructors shall:
 - a. Maintain an adequate level of personal proficiency in each discipline and skill for which they intend to offer instruction (winch towing, foot launch, acro, SIVs; maneuvers etc.);

Instructor Obligations to Students - Safety

4. All HPAC/ACVL Instructors shall:
 - a. Gain adequate knowledge of a student's skill level and their aptitude to complete training and become rated pilots (physical and psychological) prior to beginning instruction;
 - b. Consider the foreseeable consequences of instructional activities, inform students of the risks and advise an appropriate and safe progression to a desired rating or endorsement;
 - c. Inspect all equipment used by a student, whether provided by the instructor, their school or the student, to assess airworthiness and suitability for the student's skill level;
 - d. Make the recommendations he / she deems appropriate, including cancellation or modification of a lesson, if conditions (environment, equipment, instructor/student human factors) are deemed hazardous and / or does not conform to standard practice;
 - e. Ensure that students use appropriate safety equipment at all times;
 - f. Ensure that students conducting high flights are instructed on how to deploy a parachute and carry a reserve parachute;

Instructor Obligations to Students – Integrity

5. All HPAC/ACVL Instructors shall:
 - a. Demonstrate irreproachable conduct towards students; Courtesy; Restraint; Objectivity;
 - b. Seek to establish a relationship of mutual trust between himself / herself and the student;
 - c. Recognize the right of the student to consult other instructors and / or schools;
 - d. Encourage student to familiarize themselves with the club(s) and / or association(s) they may join after becoming a rated pilot; and
 - e. Submit student's ratings and endorsements promptly to the HPAC office;

Instructor Obligations to HPAC – Reputation of HPAC and Integrity of the Pilot Rating System

6. All HPAC/ACVL Instructors shall:
 - a. Be a courteous ambassador for the sport to landowners and the public;
 - b. Commit to avoiding shortcuts in providing instruction, and not signing off pilot ratings and endorsements without written requirements having been evaluated, and demonstrated skills having been observed and logged; and
 - c. Provide all H1/H2 and P1/P2 students with the appropriate HPAC/ACVL Training Logbook, and use it to sign off all training activity as it is completed; and
 - d. Maintain confidentiality as required;