

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/ACVL 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 they deem 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 themselves 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/ACVL office;

Instructor Obligations to HPAC/ACVL – Reputation of HPAC/ACVL 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;
 - e. Maintain the trust and integrity of equipment:
 - Condition: Instructors must not sell, provide, or make available any flying-related equipment that is damaged, improperly repaired, or worn past reasonable professional assessment.
 - Expiration Date: Equipment must not be sold, provided, or made available if it is outside of the manufacturer's applied or published expiration date.
 - Suitability: Instructors must ensure that the equipment provided is compatible with the pilot's skill level or weight range as it pertains to wings or harnesses.