

## SECTION 12. FURLOUGHS AND LEAVES

### FURLOUGHS

1. Furloughs are those periods during which academic duties are suspended and cadets of all classes are allowed to return to their homes. Furloughs are granted for stated periods: during the summer, at Christmas, and in the spring.
2. As the Academy is not prepared to care for cadets until school opens, no cadet will return until the last day of his furlough without authority of the Superintendent.
3. During Christmas and Spring holidays, a furlough is granted cadets for visits to their homes, or to be guest of others upon invitation approved by parent or guardian and submitted to the Commandant.
4. A cadet who overstays a furlough without proof of unavoidable necessity will be punished upon return for absence without leave.
5. All cadets will conform to the regulations during periods of travel to and from the Academy. The complete cadet uniform will be worn when leaving and returning from furlough.
6. A furlough ceases upon a cadet's arrival in Staunton, whereupon he will report without delay to the Commandant's office. After furloughs, cadets who return early will be subject to regulations and hours for "General Leave".

### LEAVES

1. Only the Superintendent, Commandant, Assistants to the Commandant, or in exceptional cases, the Officer in Charge are authorized to grant leave.
  - a. Kind:
    - General
    - Special
    - Emergency
    - Group
    - Dance
    - Sick
    - Week End
  - b. Requesting Leave:
    - (1) Cadets will submit special leave requests to Cadet Company First Sergeant 24-48 hours in advance.
    - (2) First Sergeant will check to be sure individuals will not be on "Beat Squad" during the requested leave period and to insure the leaves are correctly filled out.
    - (3) First Sergeants will separate absence permits by date and place them in alphabetical order.
    - (4) The Brigade Adjutant will require First Sergeants to give the absence permits in sufficient time that he can give them to the Commandant at least 24 hours in advance of the requested leave date.
2. Conduct on Leave: Compliance with the provisions of the SMA regulations cited is an individual responsibility of each cadet. Further, it is the responsibility of every cadet Officer and Noncommission-

ed Officer to require all persons of lesser rank than themselves, regardless of organization, to comply with these regulations. If an Officer or a Noncommissioned Officer permits any cadet in his presence to violate such regulations, he is guilty of gross neglect of duty and can expect to be reduced in rank. Officers and Noncommissioned Officers lose neither their authority nor responsibility when "off the Hill" and all cadets remain subject to that authority in an official capacity whether on leave or not.

3. General Leave: General leave is permission for all eligible members of the Corps of Cadets to be absent from the Academy for a definite period. Cadets who are on general leave may go to any point within 5 miles of Staunton without special authority. Cadets who desire to visit places in excess of 5 miles will first secure permission in writing to do so. Periods of general leave are as follows:

- a. Tuesday after drill until evening mess (Old cadets only).
- b. Friday nights from after retreat until 2150 hours.
- c. Saturdays from afternoon mess until retreat.
- d. Sundays from afternoon mess until 1600 hours. (All Leaves and furloughs terminate prior to parade on Sunday).
- e. Cadets on Headmaster's list may submit request for Special Leave to run until 2150 hours on Saturdays.

4. Eligibility: Cadets who are not on guard, in the Infirmary, excused formations, confined, in arrest, restricted to limits, or due to served punishment tours or academic confinements are eligible for all general leave to which their status might entitle them. Cadets on "Beat Squad" are not authorized to request leave during periods when "Beat Squad" is being conducted.

5. Special Leave: Special leave (other than town leave) may be granted by special permission in each case under unusual circumstances and when the leave for the cadet is requested by his parents. Written or telegraphic application is required.

6. Headmaster's Leave: Cadets who maintain an 80 average during any quarter are placed on the headmaster's list. This list is submitted to the Commandant. These cadets may submit Saturday leave requests unless they are on beat squad.

7. Special Town Leave: Special town leave will be granted cadets under special circumstances to transact business at times other than at general leave periods. Applications for special town leaves will be submitted on the prescribed form written in ink 24 hours in advance of the commencement of the leave. Special town leave does not excuse a cadet from academic help class or other duty. Leave begins when a cadet leaves the Academy grounds and terminates upon his returning to the grounds.

8. Emergency Leave: Upon the receipt of written or telegraphic application containing news of critical illness in the immediate family or of other emergency, leave of absence may be granted for the period made necessary by the emergency.

9. Group Leave: Group leaves are granted on one application in quadruplicate to athletic squads and in cases where a group of cadets desire leave for the same purpose or activity. A faculty member normally will accompany the group and must be named in the application. Such request must be in the Commandant's Office at least 24 hours prior to commencement of leave. Cadets making trips with an athletic squad or other group will not leave the group in order to visit places other than the one to which scheduled, without written recommendation of the coach or faculty advisor approved by the Commandant of Cadets in each case.

10. Sick Leave: Sick leave will be granted to a cadet only upon recommendation of the School Doctor.
11. Dance Leave:
  - a. Cadets attending Academy dances will check in and out of barracks with the faculty officer on duty in the barracks. Cadets not having escort duty who have not reported to barracks within 15 minutes after the termination of a dance, will be reported.
  - b. Cadets wishing to escort dates to and from the dance will submit a written application for special leave 24 hours prior to the dance. Leave for the purpose of escorting dates to their homes will be limited to one hour after the termination of the dance.
  - c. Group leaves are normally granted for the purpose of attending dances other than those of the Academy.
12. Week-end Leave:
  - a. Cadets who earn the Superintendent's ribbon in any one semester may request 2 week-end leaves with written parental approval in the next semester.
  - b. Cadets who earn the Headmasters ribbon in any one semester may request one week-end leave with written parental approval in the next semester.
  - c. Seniors and Post Graduates who meet the criteria set forth above are encouraged to use their weekend leaves for college interviews. Christmas, and Spring furloughs are the recommended times to arrange for college visitations. In any event underclassmen will not be granted weekend leaves to visit college campuses. Leaves to visit a college will be granted to cover a Monday or Friday only if the institution specifically says that they cannot give a Saturday interview.
  - d. Weekend leaves will normally start after classes Friday and terminate at 1600 hours Sunday. No weekend leaves are given over either Thanksgiving or Easter weekends.
13. Cadets who go on leave are subject to all regulations of the Academy, will wear the prescribed uniform at all times and will conduct themselves in such gentlemanly and military manner as will reflect credit upon the Corps.
14. Friday evening leaves are terminated at 2150 hours and inspection by a faculty officer will be made between 2155 and 2200. A cadet not in his room at this faculty inspection will be reported absent. It will be his responsibility to report in person to the inspecting officer as soon as he returns to his room or to barracks.
15. Any cadet on special leave will see that his room is in order before departing.
16. Any cadet going on leave for more than 72 hours will turn in his rifle and equipment at the Armory.
17. Any cadet on leave or furlough requiring an extension thereof will make application for such extension in ample time to permit his return at the end of the leave or furlough in case the extension is not granted.
18. If while a cadet is on leave or furlough, it becomes apparent that sickness will prevent his returning on time, he will report the fact at once to the Commandant and on his return to duty will submit a

written statement from the doctor setting forth the facts of the case. He will place himself on sick report and go to the Infirmary at the next sick call after he returns.

19. Furloughs and leaves, other than those announced, will be allowed only under emergency conditions. Exceptions to this rule cannot be made without being unfair to other boys who for various reasons may not take leave. Absences away from the Academy except at regular vacation times are definitely detrimental to high academic standing. The no-leave rule is in the best interest of the work of the students and the school.

20. Dental work, special eye examinations, etc., should be looked after during the summer, Christmas, or spring furlough. Leaves should not be requested for this purpose. In cases of emergencies, there are competent specialists and ample facilities in Staunton for taking care of any needs of the cadets.

21. Hitch-hiking or asking for rides while on leave or at other times is prohibited.