



2457 (Tring) Squadron ATC
New Road
New Mill
Tring
Herts
(Non postal)



www.2457tringsquadronatc.org.uk

01442 823243 (Answer phone)

UNIFORM CARE HINTS & TIPS

GENERAL

1. The RAF let us wear their uniform as they are happy to let us represent them in the local community. This means that everyone needs to wear their uniform in the correct manner & maintain its appearance to the highest standards.

SHOES

1. Shoes need to be polished all over ! Male shoes must have a highly polished toe cap & female shoes must be highly polished all over.
2. Equipment required; Black Kiwi polish, Soft yellow duster (or cotton wool balls), old tooth brush or similar, & access to clean water.
3. Method;
 - a. If your shoes are brand new put on a good layer of polish & leave to dry over night. This helps fill in the grain of the leather & can be repeated as many times as you like till you are ready to tackle the polishing.
 - b. Make sure the shoe is free from dirt & dust. When ready put the cloth over your index finger & make sure there are no creases.
 - c. Dab the cloth into some water (warm water works well) then squeeze out any excess.
 - d. Next, dab the damp part of the cloth onto the polish to pick up a small amount only.
 - e. Now use small circular motions to polish the shoe until the polish from the cloth stops smearing & the surface begins to shine. Remember to work in a circular motion & aim to cover the whole area.
 - f. Repeat.....repeat....& repeat again as required!
 - g. Once the grain of the shoe is smoothed it is a simple case of using less polish on the cloth to finish off. This last item will be all that is required to maintain the shine, but it needs to be done each time the shoe is worn.
4. Damage can occur during any parade night! Repairing chipped polish is not an easy task as you may need to use a hot spoon to smooth out the dents. It may well be easier to remove the polish completely & start again.

5. Once you have worn your shoes you will find dirt collects in the join between the leather & the sole. An old toothbrush or similar is essential to remove this dirt.
6. Some cadets are tempted to cheat by using varnish. This ruins the leather & any damage is not repairable. Guardsmans morello polish is also available to give a mirror finish, but it requires skill in use & the shoes must be highly polished in the first place. Also do not be tempted to use instant shine polishing pads as a quick fix as they are oily, & will give your polish a dull look.

BERET

1. In order to avoid a pancake shaped beret it is important to take the time to mould it correctly so that the loose material is pulled down to the right naturally.
2. Method;
 - a. Put on the new beret so that the band is 25cm above the eyes & horizontal ALL the way round the head. Turn it so that the badge is directly above the left eye & pull the loose material down to the right. At the rear of the beret head band is a loose chord which should now be drawn in & tied off so that the band is adjusted to your head size. Don't cut this chord but tie it off & hide the ends in the band.
 - b. You now have to make the beret damp using cold or lukewarm water. DON'T use hot water !
 - c. Now for the unpleasant bit! Put it back on your head as first described & shape it. It will now hold that shape. Carefully remove the beret whilst trying not to disturb the new shape & leave it to dry naturally. It will take a while to dry so just test it out before it fully dries.

JUMPER

1. The blue grey jumper requires little maintenance but should be checked regularly for pulled stitches. The elbow & shoulder pads should be pressed free of creases using a hot iron & damp cloth. DO NOT USE A HOT IRON DIRECTLY ON ANY MATERIAL. This will leave the surface shiny.

SHIRTS

1. All shirts should be ironed free from creases. I find steam pressing with a damp cloth to be most effective. Care should be taken not to leave a polished surface on the material by not placing the iron directly onto it.
2. All shirts should have a prominent single crease on the top & bottom of the sleeve from the cuff all the way to the top of the sleeve at the centre of the epaulette loop.

TIE

1. The tie needs to be tied using the Windsor knot.

2. Method;
 - a. Have your wedgewood shirt collar buttoned up & upturned & drape the tie around the collar with the wide part of the tie at your dominant side (Left or right handed).
 - b. Pull enough of the wide part down to just touch your belt & cross the wide part over the narrow part of the tie.
 - c. Pinch the crossover point & pull the wide part of the tie towards your chest & up towards your chin.
 - d. Now bring the wide end down & wrap it around the Narrow part from the front. (You should wrap the wide part around the narrow part outside of the knot.)
 - e. You should now have the Wide part to the left, inside out. Take the wide end & pass it across the front of the knot to the right.
 - f. Pass the wide end behind the knot & back up through the loop.
 - g. Nearly done! Now pass the wide end down through the knot you have just created.
 - h. Using both ends of the tie adjust its fit so that the knot is tight & the shirt collar button is hidden.
 - i. Take care in removing the tie as it can easily be distorted or stretched.
 - j. Do not use a hot iron directly on the tie as it will distort.

TROUSERS/SKIRT

1. Skirts should be free from creases whilst the slack or trouser should have a prominent single crease down the entire front & back. The lightweight material is difficult to keep crease free & needs constant attention.
2. The trouser/slack should be well fitting, especially in the length. The bottom of the trouser should hang just touching the shoe & not be bunched up at all.
3. The use of a steam press or hot iron & damp cloth is the only recommended way of maintaining the material. Placing the hot iron onto the cloth directly will result in a polished sheen. DON'T DO IT !
4. Keep-a-crease or similar is often very useful in prolonging the defined crease. Don't be tempted to try any home remedies such as starch or soap in the crease !
5. Since the material is so prone to creasing make sure that the garment is hung up after use. Trousers should be hung from the bottom of the leg so that they are hung out in full length. See the CO for some clipped hangers especially for this.

COMBATS

1. Your DPM uniform should be maintained to the same standards as your blues. You should always check that it is clean & pressed. Make sure your boots are polished. It makes them last longer & stops your feet getting damp.

2. Combat trousers should be bloused over the top of the boot. Soldier 95/2000 trousers have a drawstring for this purpose but you may need to purchase some elastic trouser bungees.
3. Make sure that all chords are hidden & all buttons & zips fastened.
4. Remember that the only items of blue uniform that go with combats is the beret & NCO rank slides.

GENERAL APPEARANCE

1. Don't wait to be pulled up by the NCO & staff team ! Check yourself over before going on parade. Get into the habit of checking each other...You are a team.
2. Before leaving home check that you are clean & tidy ! If paper has been in short supply make sure your hands are free of writing !
3. Haircuts & styles must be according to regulations !
4. If an item of uniform no longer fits or is unserviceable...get it changed. Speak to the Supply officer or an NCO.
5. For guidance speak to the NCO & staff team. We've been doing this for years !

