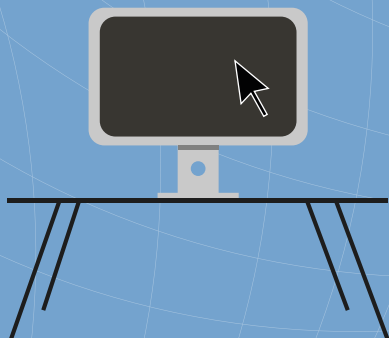


Cadets will be able to access:

- Personal data about the cadet and their parents/guardians
- Service record and promotions
- Training achievements including all of their Progressive Training Syllabus badges and awards
- Attendance record and Authorised Absence from parade nights at the unit
- View all of the events that the Squadron is organising along with key documents and functionality to add/remove their name from event lists
- Download official key documents like Air Cadet Publications and forms from the RAF Air Cadets and the local Squadron like the monthly/quarterly training programme
- Access drill and ceremonial information including instruction videos
- My Brassard functionality which shows them where to place their badges
- Access welfare and support information

Additional functionality will be added to Cadet Portal over time and with new releases.



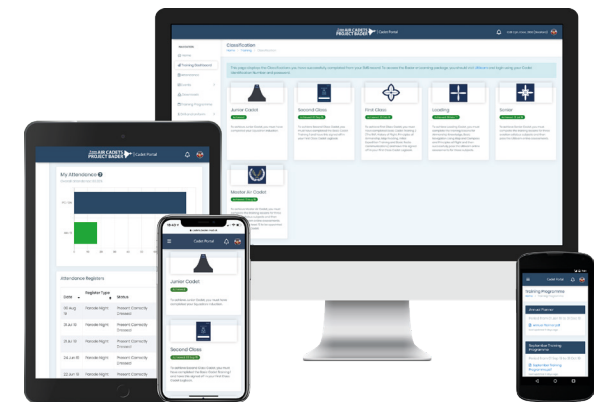
ROYAL AIR FORCE AIR CADETS PROJECT BADER  | Cadet Portal

bader.mod.uk/cadetportal.aspx

Cadet Portal

Your RAF Air Cadet unit is about to get Cadet Portal which is the new official web-based platform for all cadets across the country!

Further information available at
www.bader.mod.uk/cadetportal.aspx
or scan the QR code



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 **ROYAL AIR FORCE AIR CADETS**
the next generation

What is Cadet Portal?

Cadet Portal is the only Ministry of Defence (MoD)/Royal Air Force (RAF) approved and accredited tool for sharing information with cadets outside of the Utlearn e-learning platform for the RAF Air Cadets.

We are providing Cadet Portal to reduce and eventually eliminate the need for Squadrons to use non-accredited websites including social media platforms and their own local unit websites to share information with cadets.

Cadet Portal has been through rigorous testing prior to reaching your cadet. We began the deployment with testing with twelve selected Squadrons across the UK and now we are releasing the website to the rest of the organisation.

The website is secure and has been through robust security and penetration testing by the MoD and RAF and is compliant with the Data Protection Act (2018) and the EU GDPR requirements.

It connects directly to the centralised Squadron Management System which contains all of your cadets data including awards, achievements and attendance at the unit and events. Cadet Portal accesses this central database and displays information to the cadet.

Cadets will be able to access Cadet Portal at **cadets.bader.mod.uk** or from the Bader Landing Site at **bader.mod.uk**.

Questions and Answers

Do I need to do anything?

No! We are communicating with you to let you know that your cadet's Cadet Portal account will be setup soon which will allow them to access Cadet Portal

Is Cadet Portal secure?

Yes, Cadet Portal has been developed using the latest technology and Microsoft provides all of the security and authentication for Cadet Portal which is industry-leading.

Do I need to consent to my cadet's data being stored on Cadet Portal?

No. When your cadet joined the ATC, you consented to your cadet's data being added to the Bader computer system for official purposes. All of your cadet's data is treated in line with the statutory requirements of the Data Protection Act (2018) which includes the EU General Data Protection Regulation requirements.

Do parents/guardians/carers have access to Cadet Portal?

No. Cadet Portal is an accredited MoD/RAF computer system and parent/guardian/carer access is not available at this time. If this changes, we will let you know.

How does my cadet reset their password?

Cadets will be able self-service their own password through the login screen at **cadets.bader.mod.uk**. When a reset is requested, they will authenticate the request to either their mobile, email address or landline telephone number listed on their central cadet record on SMS.

My cadets data is not up to date on Cadet Portal – what should I do?

Cadet Portal connects directly to your cadets centralised record. If the data displayed in Cadet Portal is incorrect, the Squadron's Staff should be informed so that it can be updated and any changes will automatically be displayed in Cadet Portal.

Will my cadet's Cadet Portal account be closed if they leave or are suspended?

Yes. If a cadet is subject to disciplinary action or leaves the ATC, their Cadet Portal account will be deleted. If they re-join the ATC, their Cadet Portal account will be recreated.

Can my cadet see other cadet's information?

No. The cadet only sees their own data and information and not other people's and vice-versa.

I don't want my cadet to have an email address – will this prevent them from accessing Cadet Portal?

Yes. We need to store the cadet's email address on their centralised record so we can use it for password recovery purposes. A parent/guardians email address can be used if required but password reset emails will be sent to it for the cadet.

What if the unit does not provide information to cadets through Cadet Portal?

You should speak to your unit's Officer Commanding or Officer in Charge in the first instance to raise your concerns. If you are dissatisfied with their response, you should contact your Wing Executive Officer who can provide you with additional advice and guidance.

Contact details for your local Wing can be found through **raf.mod.uk/aircadets/find-a-squadron/** or scan the QR code.



I have further questions or concerns, who should I contact?

You should contact your Officer Commanding or Officer in Charge in the first instance if you have further questions or queries. They will then communicate with the Cadet Portal developers to seek answers to your questions.