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ARRIVAL INFORMATION HANDBOOK

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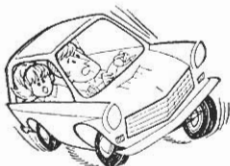
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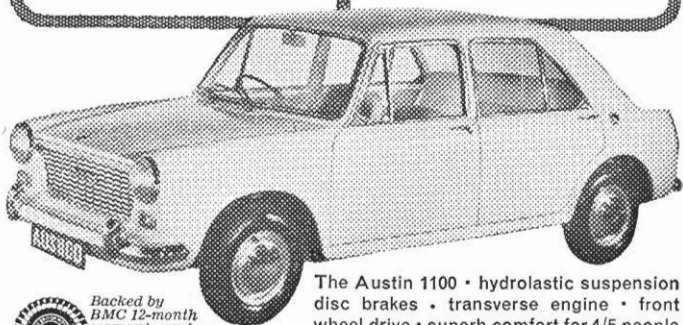


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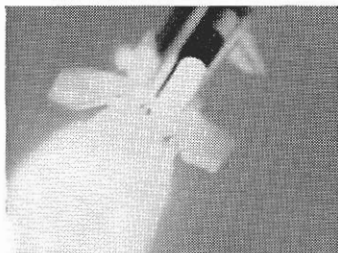
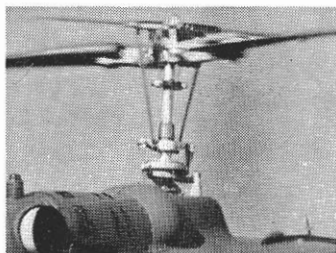
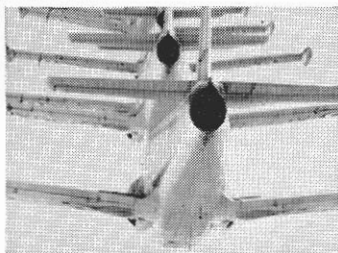
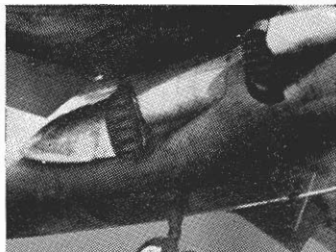
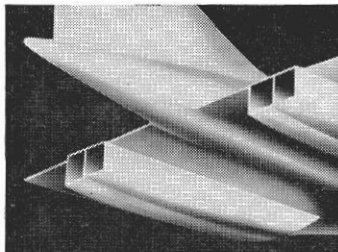
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ROYAL AIR FORCE  
LOCKING

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ARRIVAL  
INFORMATION  
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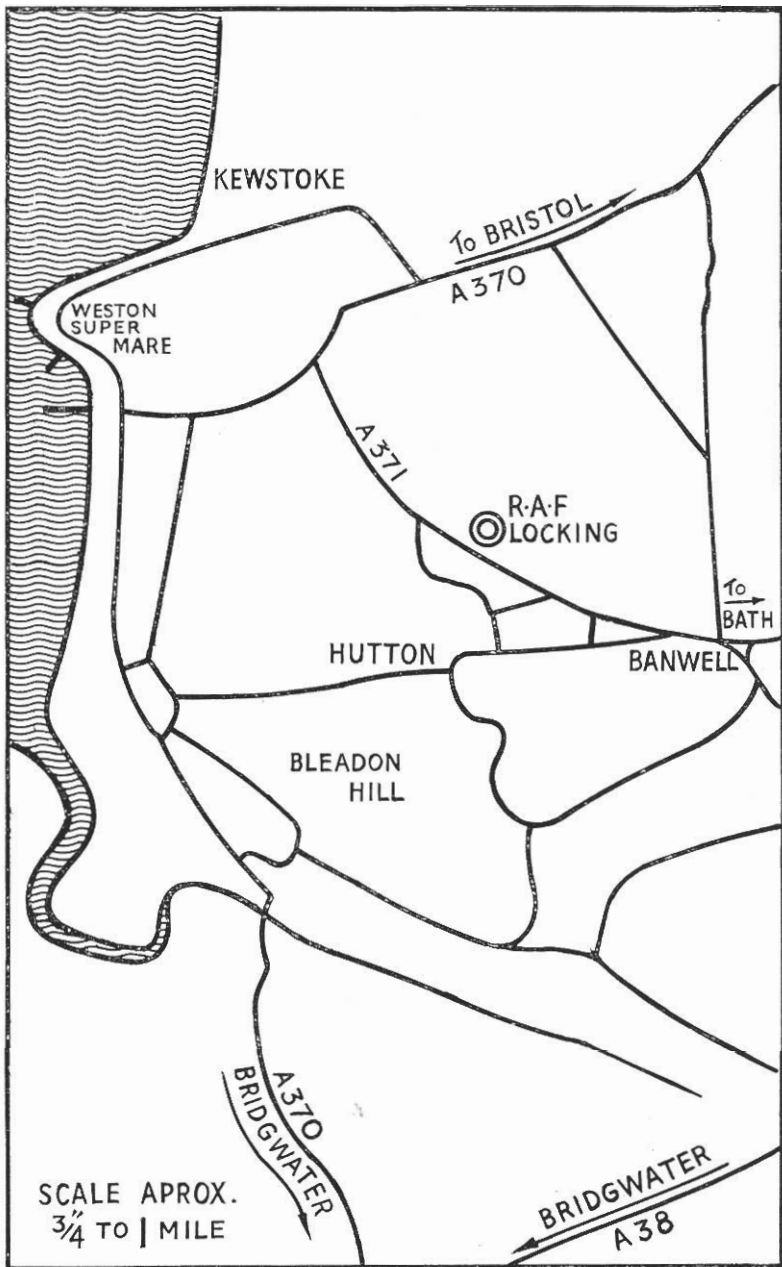
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## **Foreword**

by the  
**COMMANDANT**  
**R.A.F. LOCKING**  
**Air Commodore**  
**C. R. C. Howlett**

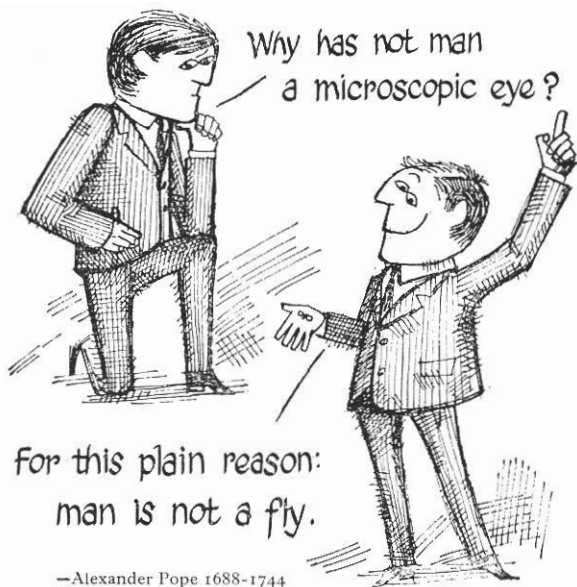
Welcome to Royal Air Force, Locking, the home of No. 1 Radio School.

Whether you are joining the permanent staff or are here for training I wish you and your family a happy and successful stay at Locking.

This handbook has been compiled to give you useful information concerning the Station and the local area.

We are situated in a delightful part of the country and the local authorities and people have always been most kind and co-operative towards us at Locking. I expect everyone on the unit to assist in maintaining this friendly relationship and to take their place as normal members of the local community, in so far as Service life allows.

You will find that both on the Station and in the surrounding district there is much to occupy your leisure; in particular, there are good facilities for sports, hobbies and



Maybe, but the fact remains that the R.A.F. is doing things in the air that would make any well-trained fly sick with envy. ('Microscopic eyes' have become pretty common place, too.) But however high you go career-wise, keep your feet on the ground in money matters: let Westminster Bank look after them. You can start off on the right foot now by having a chat with Mr. R. C. Michell at Weston-super-Mare Branch.

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clubs and according to your own particular interests I hope you will take full advantage of the many and varied facilities available.

Put your best into your working hours and make the most of your leisure hours and you will find that the success and happiness of your life and the lives of those around you will be assured.

The Royal Air Force is concerned with the well-being not only of all who serve within it but also their families. Remember, if you have any problems or good ideas there is always a member of the staff ready to discuss them with you and give you advice.

Again, I wish you a happy and successful tour of duty at Locking.

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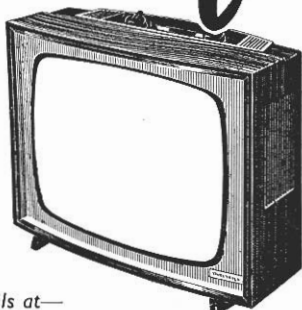
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## HISTORY OF No. 1 RADIO SCHOOL AND ROYAL AIR FORCE, LOCKING

The origin of No. 1 Radio School may be traced to the year 1915 when the Royal Flying Corps set up a school for training wireless operators and mechanics at Farnborough, Hants. In April 1918 the school was transferred to the newly created Royal Air Force as No. 1 (T) Wireless School and in 1919 moved to Flowerdown, Winchester, renamed the Electrical and Wireless School.

It was at Flowerdown in 1922 that the first entry of aircraft apprentices was attested for training as wireless operator mechanics.

In 1929 the school moved again, this time to Cranwell, where it stayed with changes of title for over twenty years, receiving its present name of No. 1 Radio School in 1941. During this period, apprentices, boy entrants, airmen and officers were trained during a time of vast expansion of the Royal Air Force and increasing complexity in radio technology and equipment.

While radio training was developing and expanding at Cranwell, Royal Air Force, Locking, came into existence as a hutted camp during 1938. In January 1939 the newly formed No. 5 School of Technical Training received its first intake of trainees. No. 5 S of TT carried out a big training task during World War II in trades as diverse as flight mechanic, flight engineer, carpenter, boat builder and fitter marine; many R.A.F. regiment personnel were also trained.

In 1950, No. 5 School of Technical Training was disbanded, and replaced at Locking by No. 1 Radio School from Cranwell. At this stage the radio apprentices remained at Cranwell as No. 6 Radio School, but further re-organisation



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of radio training in the Command resulted in the move in 1952 of the apprentices to Locking to be absorbed as part of No. 1 Radio School.

Since that time No. 1 Radio School has been mainly engaged in training for the Ground Radio trades, although a proportion of aircraft apprentices have been trained for Air Radio trades. Personnel of Commonwealth and foreign air forces are also trained at Locking.

A major event took place on 12th October 1956 when the Council of the Borough of Weston-super-Mare conferred on Royal Air Force Locking the honour of Freedom of Entry to the Borough. This right is exercised each year by a formal parade through Weston-super-Mare "with swords drawn, bayonets fixed . . ."

Today, as a station in 24 Group, we are involved in a period of major redesign of radio training to prepare the way for the introduction of the new Electronic Engineering Trade Group, and the replacement of the traditional basic training schemes by Technician Apprentice, Craft Apprentice and Direct Entry training schemes. Parallel with this, an extensive building programme is slowly transforming the appearance of the Station and creating a permanent home for No. 1 Radio School, soon to become, once again, the only Royal Air Force Radio School.

Royal Air Force Locking is also the base for No. 5 Regional Band.



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for  
some

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## SOME NOTES OF GENERAL INTEREST ON LOCKING AND DISTRICT

Locking is situated some 3 miles from the popular holiday resort of Weston-super-Mare in the Rural District Area of Axbridge. Geographically the area is quite interesting; to the north-west there is the Bristol Channel and South Wales, to the east the Mendip Hills, with collieries, ancient lead mines, caves and steep valleys. To the east are the cities of Bath (30 miles) and Bristol (20 miles), and to the west the Somerset and Devon coastline and Exmoor.

The area is well served by both rail and road. Weston-super-Mare is on the main line from London (Paddington) via Bristol to the West Country, and through trains also run through Weston to the North of England and South Wales. Roads in the area tend to be rather narrow, and the main roads to Bristol, especially the A38, carry heavy traffic at the weekends in summer, but an extension of the Birmingham-Bristol Motorway to Bridgwater will in a few years time pass just to the east of Royal Air Force, Locking.

For the historically inclined the Locking area will prove quite stimulating, and even those less passionately devoted to history should find much of general interest. Within forty miles of Locking one can visit cathedrals, abbeys, stately homes, market towns and picturesque villages. Little is left of the old Locking village and Weston is essentially a modern seaside resort having been built in the last 100 years. This short article will not permit more than mention of a few outstanding places of tourist pilgrimage: Bath (Roman Baths, Assembly Rooms, Abbey Church and Regency Terraces); Wells (Cathedral); Glastonbury (Abbey ruins); Cheddar (Gorge and Caves) and Wookey Hole (Caves).

Those who wish to find out more about by-ways, quiet towns and villages, local history and noteworthy buildings could with advantage visit the Weston-super-Mare Public Library in the Boulevard or invest in a guide book such as "Inside Somerset" by Monica Hutchings (Abbey Press, 10/6). R.A.F. Locking itself, has within its bounds traces of a Roman villa.

## **LOOK BEFORE YOU LEAP**

A saying as wise today, as the day it was first said.

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Locking is very favourably placed as there is a wide range of entertainment in Weston, Bristol and Bath.

### Weston-super-Mare

Airport: Pleasure Flights and Charter Flights.

Bathing and Swimming: Bristol Channel Coastline for bathing at high tide. Swimming in the Open Air Pool and in the Indoor Pool.

Cinemas: Odeon. Gaumont.

Cricket: A County Cricket Festival is held every year at Clarence Park.

Dancing: Winter Gardens Pavilion. Some Hotels and Clubs provide dancing facilities.

Fishing: Trout Fishing on Chew Magna Lake. Sea angling from beach or boat in Weston Bay.

Golf: Weston-super Mare Club (18 holes). Worlebury Golf Club (18 holes). Special facilities have been arranged for Station Golf Club members.

Library, Museum and Art Gallery. On the Boulevard.

Riding: Facilities in Weston with concession rates for members of the Station Riding Club.

Rugby: The Weston-super-Mare R.F.C. ground is to the east of the Railway Station.

Sailing: Sailing in Weston Bay.

Steamers: Paddle steamers run daily from Weston to Cardiff and Penarth, and day trips are run during the season to other seaside resorts.

Theatres: The Playhouse and The Knightstone Theatre.

Bath and Bristol have all the facilities one would expect from cities of their size, but there are some events that are held in the cities which are worth a special mention.

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## **Bath**

An International Festival of Music, Drama and Art is held each June, followed by a Military Tattoo. Both these events are of national interest.

## **Bristol**

Bristol is the home of the Bristol Old Vic Theatre Company, one of the leading theatre groups in the country.

Music in the West Country has its centre at the Colston Hall where concerts are given throughout the year.

## **STATION ORGANISATION**

Royal Air Force Locking is under the command of an Air Commodore and is established to provide technical training for apprentices and for adult trainees. The Station is divided into four Wings with responsibilities as follows:

- No. 1 Wing - The administration and general service training of apprentices.
- No. 2 Wing - The trade and education training of apprentices.
- No. 3 Wing - The administration and trade and education training of adult trainees.
- No. 4 Wing - Provision of administrative backing to the training wings.

Nos. 1, 2 and 3 Wings report to the Commandant through the Assistant Commandant who, as Senior Training Officer, also controls the work of Training Headquarters. No. 4 Wing reports direct to the Commandant.

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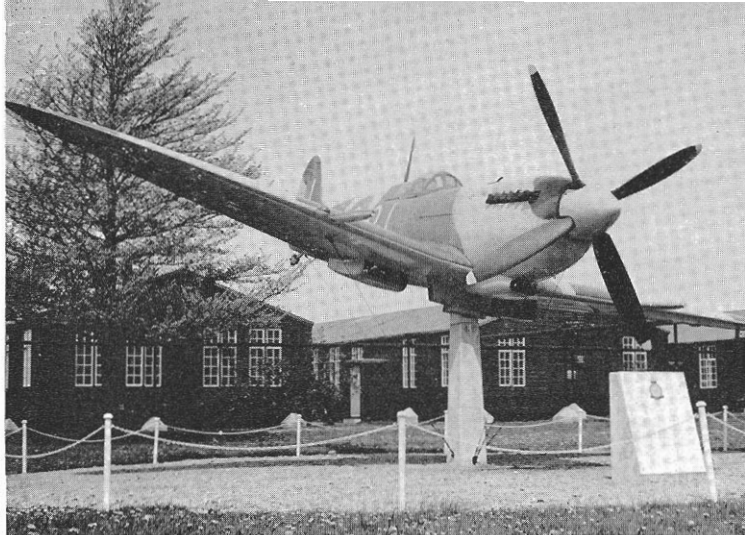
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SPITFIRE IX, MK 356

## SPITFIRE IX, MK 356

One of the most successful types of aircraft during the last war was the Spitfire. One of these aircraft, a Spitfire IX, MK 356, is exhibited in battle attitude adjacent to Station Headquarters and near the main entrance to the camp.

This particular aircraft flew with No. 443 (R.C.A.F.) Squadron from 11th March 1944, to 6th August 1944 as part of No. 144 (R.C.A.F.) Wing, which was then commanded by Wing Commander J. E. Johnson, D.S.O., D.F.C., and the operations carried out by this Wing are described in his book "Wing Leader." Operations carried out by this aircraft include:

- 14th April, 1944 - Guard over ditched aircraft - English Channel.
- 19th April, 1944 - Low level sweep - Paris.
- 5th May, 1944 - Fighter sweep, Belgium (4 F.W. 190's destroyed by Wing).
- 7th May, 1944 - Close escort to 30 Mitchell Bombers over Cambrai.



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- 10th May, 1944 - Close escort medium Bombers over Charleroi.
- 13th May, 1944 - Dive bombing bridge north of Cleres.
- 23rd May, 1944 - Fighter sweep - Paris area.
- 24th May, 1944 - Dive Bombing enemy troops - Bailley-en-Riviera.
- 25th May, 1944 - Dive bombing - Mons.
- 27th May, 1944 - Dive bombing - Abbeville.
- 27th May, 1944 - Dive bombing V.1 launching site.
- 28th May, 1944 - Two fighter sweeps.

## BUILDING PROGRAMME

On the first occasion that you walk around the camp it is probable that one of the impressions you will gain will be associated with piles of bricks or building activities. This is because permanent buildings are being erected in lieu of wooden huts. Thus although some buildings, not yet built, have been included in the map of the camp it will be interesting to see how soon that map becomes out of date.

A new training block was recently completed and, it is hoped, other new buildings will soon be available; these include:

Two Airmen's Barrack Blocks.

Apprentices' Club.

Airmen's Mess.

Sergeants' Mess.

Among other new projects, still in the drawing board stage, are a new Station Sick Quarters, Gymnasium, Airmen's Club, two more churches and an Apprentices' Wing Headquarters. Looking even further to the future, and with hot summers in mind, there is the likelihood of a swimming pool.

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## **BUS SERVICES**

There is a good bus service from the Station to Weston-super-Mare. Timetables are displayed at the bus stops on the Station which are sited as follows:

Outside the Astra Cinema on Bowen Road.

Opposite the Bellman Hangar at the corner of Oxford Square near the Airmen's Married Quarters area.

In addition, buses run between Weston-super-Mare, Banwell and Wells at hourly intervals with an improved service during the Summer. The nearest bus stop is at Old Banwell Road, which can be reached through the narrow lane almost opposite the main gates. Another bus stop is located outside the entrance to the Officers' Married Quarters.

## **R.A.F. CAREERS ADVICE**

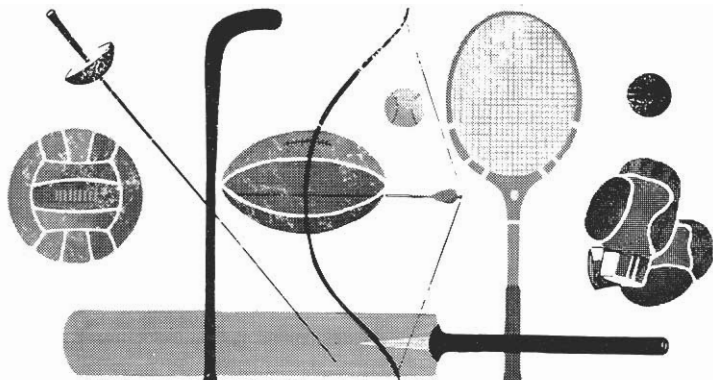
The Careers Officer is appointed to give help and advice on any problems you may encounter in your Service career. Enquiries should first be directed to your Flight Commander; if the problem is of a complex nature he will then arrange an interview for you with the Station Careers Officer.

If the nature of the required information is urgent you may contact the Careers Officer direct - his telephone number is published in the Quarterly Information Sheet.

Remember, if in doubt about matters which may affect your career, do not take just anyone's word - go and see your Flight Commander or the Station Careers Officer.

## **CHILDREN'S WELFARE**

An Infant Welfare Clinic is held from 14.15 to 15.30 hours in the Wives' Club, Post Office Road, on the first Thursday of each month with a doctor and a nurse in attendance. Welfare foods are available on the first and third Thursdays of the month.



**Sportsmen – and women too –** (if they're in the Services) buy their clothing and equipment from Naafi, where prices are competitive (and subject to discount or dividend too!); where the more expensive items can be bought on instalment credit, and where they can rely upon service after sale.



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There are two playgrounds for children on the Station; one is on the airmen's married quarter site and the other near the Primary School which is located in Station Sick Quarters. The equipment in both playgrounds includes swings, slides and seesaws.

The sites on the Station where buildings are being demolished or erected are out of bounds to all personnel. This decision has been made for several reasons, the most important being the hazards and dangers which exist - particularly to children. So please ensure that your children are warned to avoid the temptation of playing on the building sites; similar hazards and restrictions exist with air raid shelters.

For information concerning Nursery, Primary and Secondary Schools please refer to the section on Education.

## **CHURCH AND RELIGIOUS ACTIVITIES**

### **Church of England**

This Station is situated in the Parish of Locking and in the Diocese of Bath and Wells. The Church of St. George the Martyr is in Post Office Road opposite the N.A.A.F.I. Shop.

The strength of the Church in every place depends on the loyalty and vigour of each individual member. Your voluntary and active support is needed wherever you go. Here you will find every encouragement and facility to continue your loyal service to God and to your fellow men.

### **Times of Services**

Sundays — Holy Communion, 0815 and 0900 hours.

Morning Prayer, 1030 hours (a  $\frac{3}{4}$  hour service held in No. 3 (T) Block Church except the first Sunday in the month when it is held in St. George's Church).

Evening Prayer, 1830 hours.

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Weekdays — Fridays — Holy Communion, 0700 hours.  
First Thursday in the month — Holy Communion, 1000 hours.

Arrangements for the publication of Banns of Marriage, administering Holy Baptism and Confirmation Preparation may be made privately with the Chaplains (Ext. 280 or 292).

The Church of England Club opens on Tuesday evenings from 1930 to 2130 hours; the programmes are varied and refreshments are available. The Club includes a games room and T.V.

Choir practices are held on Monday nights at 1830 hours. A meeting of Altar Servers is held on the first Monday of each month at 1915 hours. Additionally a Bible Study Group meets every Thursday at 2000 hours in the Y.M.C.A. Quiet Room.

Preparation classes for Sunday School Teachers are held on Monday evenings at 1915 hours.

### **P.M.U.B. Church**

Personnel of all denominations will be interested to know that St. Andrew's Church, situated opposite the Education Centre, is the first permanent P.M.U.B. Church in the Royal

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Air Force to be built from public funds. It was opened on September 6th, 1962.

All are welcome, but it is intended primarily for Presbyterians, Methodists, Baptists and Congregationalists. Services are held on Sundays at 1030 and 1830 hours and the Sacrament of Holy Communion is on the first Sunday morning and third Sunday evening of each month.

Changes in arrangements for Sunday Services and other details concerning Church and Club activities are announced in S.R.O's. and the Families Bulletin.

The entrance to the Chaplain's Office is at the rear of the Church and should you be in need of help at any time do not hesitate to see him.

### **Roman Catholic Church**

The R.C. Church, Church of the Holy Cross, adjoins the C. of E. Church near the Education Centre.

The R.C. Club and Chaplain's Office in Building 289 are situated behind the Station Post Room.

#### **Times of Services:**

Mass	—	Sunday	0800 hours.
			1000 hours.
			1800 hours Benediction.

		Mon. to Thurs.	0650 hours.
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		Friday	2000 hours.
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Rosary	—	Every Evening	2000 hours.
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Novena	—	Monday	2000 hours.
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Confessions after Rosary, Sunday 0930 hours.

Holy Days of Obligation, Mass 0650, 1100 and 2000 hours.

The R.C. Club is opened until 2130 hours every day for indoor games and light refreshments.

New arrivals are requested to report to the Chaplain.

FOR PROMPT AND PERSONAL ATTENTION RING :

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## CONTINUATION TRAINING

To advance in his service career, the present-day airman needs to improve steadily his trade skills, keep pace with new techniques and equipments and widen his general service knowledge. Also, he must prepare himself to pass, at the appropriate time, promotion examinations which cover both trade and general service subjects.

In general, it is up to an individual to take the initiative in advancing himself, by taking full advantage of the local continuation training organisation which has been set up to help airmen in their careers.

To appreciate his own position, an airman must fully understand the 1964 Trade Structure introduced by AMO A80/63. This AMO, together with supporting Ministry of Defence (R.A.F.) pamphlets and publications are available for study in the Information Room located at the Station Education Centre.

Do you understand your position? If not, visit the Education Centre and find out. The Station Education staff are there to help you — but first, discuss your case with your Section Commander.

## EDUCATION

The aims of the General Education Scheme include the provision of assistance to officers and airmen in the study of educational subjects which are related to service requirements, and the provision of educational facilities to develop qualities of mind and character. Assistance can also be provided towards resettlement needs.

At Locking there are excellent opportunities for all members of the permanent staff to undertake vocational or non-vocational studies under the General Education Scheme. Courses are arranged to prepare airmen for the R.A.F. Education Test Parts I and II and for a variety of subjects for the General Certificate of Education. Assistance is also given to officers and airmen preparing for promotion

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and other examinations. Locking is also an extra-mural department of the Weston-super-Mare Technical College through which classes are arranged in such subjects as art and dressmaking. New classes in other subjects can be started if there is sufficient demand.

Technical and general education courses may be taken at one of the local colleges. Higher National Certificate Courses are held at Bristol Technical College while the Ordinary National Certificate and various City and Guilds courses may be taken at Weston-super-Mare Technical College. There are also a number of excellent courses in commerce and catering at the Weston-super-Mare Technical College.

Questions regarding full details of courses, payment and refund of fees, travel expenses and other problems of this nature should be referred to the Station Education Officer, who is available from 1000 hours to 1100 hours each day for interviews and enquiries.

### **Libraries**

Recreational library books may be borrowed from the Station Library by service personnel and by their families. Recommendations for additions to the library are welcomed.

In addition to the text-books available in the Reference and Text-book Libraries in Nos. 2 and 3 Wings, text-books may also be borrowed from the Station Library and it is usually possible to obtain copies of books which are not stocked in the library on this Station from the R.A.F. Central Library.

Membership of the Weston-super-Mare Public Library is open to officers and airmen who complete the application card and obtain the Station Education Officer's endorsement.

### **Nursery School**

The Nursery School is at the West end of Post Office Road. The School is open from Monday to Friday, 9 a.m. to 12 noon for children aged 3 to 5 years at a moderate fee. It is closed during the Primary School holidays. Parents who wish to send their children should call at the school. There is normally a waiting list.

### **Primary and Secondary Schools**

Children of parents living in married quarters normally attend Locking County Primary School up to the age of eleven years. Children of secondary school age living in married quarters are allocated to Churchill Secondary Modern School or to the Boys' and Girls' Grammar Schools in Weston-super-Mare.

Parents who live off the station are advised to consult the Station Education Officer about their children's education. He has a list of schools in the area and can give useful information.

A list of Independent Primary and Secondary Schools recognised as efficient by the Ministry of Education is published by H.M.S.O. as 'List 70.' A copy is held in the Station Library for reference.

### **Resettlement**

Advice on careers in the Royal Air Force is the responsibility of the Station Careers Officer. Advice on civilian careers, including resettlement, may always be obtained from the Station Education Officer.

Early preparation for Civilian life is advisable and should not be deferred until the last few months of service. There are a number of courses available and details are given in current Defence Council Instructions (R.A.F.), Services Resettlement Bulletins and in a variety of leaflets and posters distributed by the Civil Service, the G.P.O., the Officers' Association, the National Association for the Employment of Regular Soldiers, Sailors and Airmen and other organisations.

## **FAMILIES - ACCOMMODATION**

If you are married it is probable that you will require accommodation for your family whilst at R.A.F. Locking. In this case you are advised to see the Families Agent who is in Room 15 in Station Headquarters.

Some new officers married quarters are being constructed and it is anticipated that by the end of 1964 a total of 93 quarters will be available for officers.

There are 156 airmen's married quarters and, in addition, more than 100 hirings. Even this number of houses and flats fails to satisfy completely our requirements with the result that there is a waiting list. Hence it is important to see the Families Agent as soon as possible after your arrival.

You may be interested in trying to obtain private accommodation in the area. In this case it is possible that the Families Agent could give some advice. R.A.F. Locking is three miles from Weston-super-Mare and the availability of private accommodation varies according to the season. During the holiday period (May-August) accommodation is at a premium and, when available, is expensive, e.g. bed and breakfast terms are usually 12/6 to 15/- per head. In the off-season the situation is easier but it should be borne in mind that letting agreements often terminate in May.

## **GENERAL INFORMATION**

### **Bounds**

As a general rule if a building does not concern you, it is out of bounds unless you are required to enter it on duty. A list of those places and areas which are classified as "Out of Bounds" is issued periodically in Station Routine Orders.

### **Committee Meetings**

The Station P.S.I. Committee, Station Mess Committee and the Apprentices' Mess Committee hold meetings once per month. Times and locations are notified through the medium of Station Routine Orders and representatives are nominated by Sections. If you have any points which you wish to bring to the attention of those committees, inform your representative.

### **Economy in the use of Electricity, etc.**

All personnel are asked to exercise economy in the use of services, such as electricity, fuel, hot and cold water.

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## Lost and Found Property

If you lose or find property it should be reported to the Station Police immediately. Keeping found property is an offence and prompt reporting of a loss often helps in getting the item back.

## HOBBIES AND HANDICRAFTS

There are many opportunities for those who wish to occupy their leisure with cultural or practical activities. Some of these (art and dramatics, for instance) are open to wives too.

Each year the R.A.F. Art, Photography and Handicraft Exhibition held at the Ministry of Defence (R.A.F.) is the stimulus for club activity, particularly during the winter months. The Station Exhibition is usually held about one month earlier and is then followed by the No. 24 Group Exhibition.

In the past successful entries from this station have included items such as pottery, rugs, tapestry, painting (oils or water colours), design, model boats and aircraft, tables, stools, baby garments and colour slides.

A current list of hobbies and clubs appears on the Station Information Sheet. Details of the officers-in-charge, the club premises and meeting times are also given on the sheet.

## THE LOCKING REVIEW

The *Locking Review* is the magazine of Royal Air Force Locking. It is produced three times a year in March, July and November.

The magazine contains news of station activities, details of the passing out parades of senior entries of apprentices and subsequent postings, together with articles of general and Service interest.

Perhaps, naturally, the *Locking Review* tends to concentrate on the apprentice side of station life and a section

is devoted to the activities of ex-apprentices at home and abroad. It is hoped that in future increased space will be provided for news and articles from other sections of the station.

Both serious and light hearted articles are welcomed, particularly those closely connected with Service Life. Contributions should be sent to the Editor, whose name appears on the Quarterly Information Sheet.

## THE LOCKING SOCIETY

The Locking Society is an association of sports and hobbies clubs with membership open only to apprentices stationed at Locking. Although adults are not eligible for membership of the Locking Society, some station clubs are available to apprentices and are then partially supported by the Apprentices Endowment Fund. The Locking Society building is near the Station Sick Quarters.

### Sports and Hobbies

The clubs forming the Locking Society are as follows:-

Aeromodelling Club	Historical Society
Aircraft Recognition Club	Photographic Club
Angling Club	Printing Guild
Canoe Club	Sailing Club
Cycling Club	.22 Shooting Club
Handicrafts Club	Voluntary Band

In addition the following station clubs are open to Aircraft Apprentices:

Music Circle	Sub Aqua Club
Gliding Club	Model Railway Club
Air Club	Drama Club



## MEDICAL ARRANGEMENTS

It is hoped that, whilst at R.A.F. Locking, you will enjoy the best of health; however, should you need medical attention you should report to the Treatment Room in Station Sick Quarters. Times of sick parades are published in the Station's Quarterly Information Sheet, and times for treatment are:

Airmen	—	Monday - Friday	0800, 1330 and 1730 hours.
		Saturday & Sunday	1030, 1330 and 1730 hours.
Apprentices:—		Monday - Friday	0730, 1330 and 1730 hours.
		Saturday & Sunday	1030, 1330 and 1730 hours.

Personnel, and dependants whether registered or not, requiring inoculations should report to Station Sick Quarters at 1330 hours on Mondays to Fridays. Personnel sick in Weston-super-Mare and within 15 miles of the Station must contact Station Sick Quarters, not their section, and should not call a local civilian doctor except in an emergency.

Families may register for R.A.F. medical care by completing the necessary form at Station Sick Quarters if they reside within 2 miles of the Station. Families are not automatically registered and cannot be cared for until they become so. An Ante-Natal Clinic is held at Station Sick Quarters on the second and fourth Wednesdays of each month at 1430 hours by the Local Health Authority.

Hospital admissions and specialist appointments for registered families are arranged at the Weston-super-Mare General Hospital or at the R.A.F. Hospital, Wroughton, Near Swindon. Unfortunately there is no entitlement to transport to or from a hospital except in cases of medical necessity. However, routine transport to Wroughton can usually be utilised as a privilege on Tuesdays and Fridays, leaving Station Sick Quarters at 1000 hours. Hospital

visitors may also be able to use this transport if they contact Station Sick Quarters on the day prior to departure.

A doctor is available to see families at Station Sick Quarters on weekdays at 1530 hours and at 1030 hours on Saturdays and Sundays. The doctor should not be called unnecessarily on visits to families; however, if a visit is required, Station Sick Quarters should be contacted before 0930 hours. Emergencies will be seen at any time.

Please advise the Families Clerk at Station Sick Quarters when your family is moving so that the medical records may be sent on to your new Station.

### **Dental Treatment**

**Service Personnel.** Dental Sick Parades are held at 0800 hours to 0815 hours daily except on Sundays and appointments can be arranged either by telephone or by personal visit at any time during the working day.

**Families and Dependants.** Families and their dependants obtain treatment from civilian dentists in their locality. A list is available at the Dental Centre.

## **MESSES AND CATERING**

At the time of preparing this handbook there are three messes for airmen and apprentices. These are known as:

- a. S.H.Q. Mess, situated at the eastern end of Post Office Road, which caters for the permanent staff.
- b. Apprentices' Mess, east end of Cranwell Road, caters for apprentices.
- c. No. 8 Area Mess, near the car park, for adult trainees.

Times of meals are displayed in these messes and are promulgated periodically in S.R.O's.

As a result of the rebuilding programme the Apprentices' Mess has been brought into use recently and the foundations of a new Airmen's Mess have been laid — this Mess will, in due course, take the place of S.H.Q. Mess and No. 8 Area Mess.

## MOTOR VEHICLES AND PARKING

All personnel bringing a motor vehicle on to the Station must register the vehicle at the Guard Room without delay.

Provision is made for long term parking and garaging of motor vehicles as follows:

### Free Parking

- |                                   |  |
|-----------------------------------|--|
| Post Office Road                  | — opposite N.A.A.F.I. Families Shop.   |
| Rear of Bellman Hangars           | — extreme north end of Station.  |
| Motor Cycle Park<br>(under cover) | — in building No. 438 adjacent to Ground Defence section at north east end of Station. |

### Garages and Parking for which a charge is made

- |                      |   |
|----------------------|---|
| P.S.I. Garages       | — applications should be made to P.S.I.   |
| No. 3 Bellman Hangar | — applications for parking of cars should be made to the Station Warrant Officer. |

Short term parking is permitted only on official car parks situated throughout the camp. Parking on camp roads is prohibited.

There are no facilities on the Station for the siting of caravans.

## NAAFI FAMILIES SHOP

The N.A.A.F.I. Families Shop, on Post Office Road, is open daily excepting Sundays; details of opening and closing times are displayed at the shop and are published in Station Routine Orders and the Families Bulletin. The shop offers

modern self-service and advantage should be taken of some of the incentives offered:

- Discount stamps — 1/- in the £ paid on most goods.:
- Discount — 1/- in the £ allowed on most goods.
- Deposit account — 1/1d. added to every £1 deposited.
- Special offers.

Instalment credit with attractive terms.

A van delivery service is available to the Married Quarters as follows:

- Tuesday afternoon — Officers' and Airmen's Married Quarters.
- Wednesday afternoon — Officers' Married Quarters and Locking Village.
- Thursday afternoon — Airmen's Married Quarters.
- Friday afternoon — Officers' and Airmen's Married Quarters.

Order books are available on request.

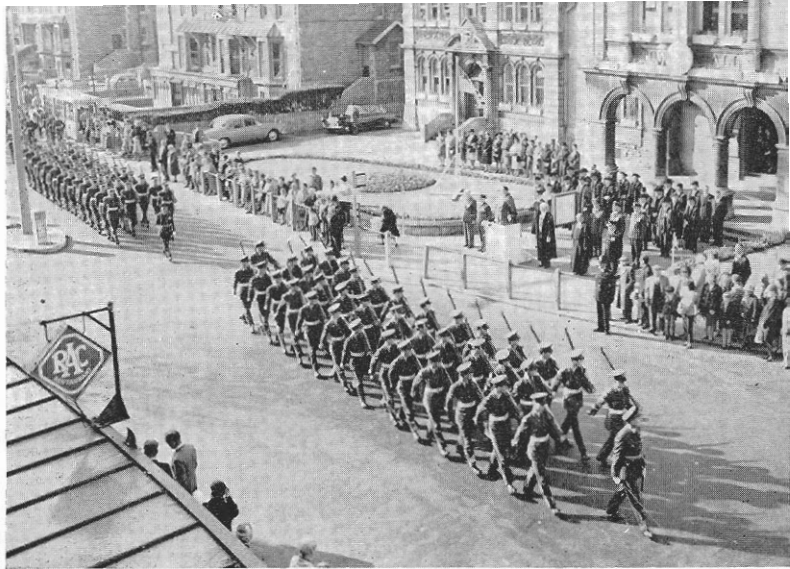
A N.A.A.F.I. Services' Shop, also on Post Office Road, is open Mondays to Fridays.

## NEWSAGENT'S SHOP

The newsagent's and stationery shop is in Post Office Road, adjacent to the Civilian Post Office. A variety of items are available for sale, and arrangements can be made for deliveries of newspapers and periodicals to married quarters.

## No. 5 REGIONAL BAND

Based at Locking since its formation in 1948, No. 5 Regional Band provides music when and where it is required throughout the Royal Air Force. These musical duties are extremely varied including such occasions as guards of honour,



"FREEDOM" PARADE — WESTON - SUPER - MARE

parades, concerts, sporting fixtures and dance music in messes and canteens. Additionally the Band is called upon for State visits in London and the provinces and participation in mass band displays at shows such as the Royal Tournament. Naturally, with such a varied programme, the members of the Band spend much of their time travelling but, despite this, they still find time to lend a helping hand to the Voluntary Bands on the Station.

## ORDERS AND INSTRUCTIONS

A Service Unit must have clearly defined orders and instructions for the efficient working of the Station. It is a complicated organisation and without these orders it would not work smoothly and effectively. Queen's Regulations, the Manual of Air Force Law, and Defence Council Instructions, all of which are available in the Station Information Room, have been issued to help to achieve this aim and they are supplemented by the following orders.

## **Station Standing Orders**

Station Standing Orders are the permanent regulations which it is necessary to issue concerning each part of the Station organisation. They are divided into two parts - Part I Organisation and Part II Discipline - and include working hours, meal times, station bounds and other regulations which are of permanent application. The annexes to these orders contain detail on specific matters such as the duties of the Orderly Officer, Orderly Sergeant, Orderly Corporal, etc.

It is your job to be familiar with the contents of Station Standing Orders. This does not mean that everyone has to know, in detail, all the orders but you must know those which directly affect you and must consult the orders when in doubt. Copies of Station Standing Orders are displayed throughout the Station and there is a copy in the Station Information Room in the Education Section.

## **Station Routine Orders**

Station Routine Orders are normally compiled on each day of the working week and contain day to day orders. The details of parades and inspections and the names of personnel on duty are published in these orders as are notices on sport, entertainment and other matters of general interest. Station Routine Orders concern all personnel on the Station and it is essential that you read them and comply with them.

## **Wing Routine Orders**

Wing Routine Orders are issued by each of the four Wings on the Station and are complementary to Station Routine Orders. Wing Orders are issued as required and, as their title implies, are appropriate to the Wing concerned.

**Make a habit of reading Orders every day  
Ignorance of Orders is no excuse**

## PAY AND ALLOWANCES

One of the most popular sections on the Station is, of course, the Accounts Section - located in Room 24 in Station Headquarters. Here travel claims, etc. are paid at 0945 hours on Tuesdays and Fridays, but remember that claims must be submitted at least two days before being paid. Casual pay parades are also held in the Accounts Section at 1045 hours on Tuesdays and Fridays. Enquiries concerning pay, allowances and claims may be made at any time during working hours.

Permanent Staff and Apprentices are paid on Thursdays and Airmen Trainees are paid on Fridays - detailed arrangements are published weekly in Station and Wing Routine Orders.

Advice on banking facilities, voluntary savings, R.A.F. Mortgage Savings Scheme (Building Societies) and Life Assurance can be obtained during working hours. A sub-branch of Lloyds Bank, located in Room 25 in Station Headquarters, is open on Thursdays from 1000 to 1245 hours.

## POSTAL SERVICES

### Station Post Room

The Station Post Room is located in Post Office Road, but may soon be moved into the old Sergeants' Mess. It is responsible for the collection and delivery of mail only and does not sell stamps or postal orders.

Collections are made from boxes in the Officers' Mess, No. 3 Area N.A.A.F.I. and the Airmen's Married Quarters at the following times:

Monday to Friday — 1600 hours.

Saturday — 1000 hours.

Deliveries are made daily (except Sundays) in the morning to the Officers' and Sergeants' Mess and the Married Quarters. All other collections and deliveries are made in bulk by Wings and Squadrons.

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### **Civilian Post Office**

The Civilian Post Office is located at the east end of Post Office Road. It sells stamps, postal orders and money orders, and families may arrange to draw their allowances there. Telegrams may be sent. Collections, from the post box outside, are made at the following times:

Monday to Friday	—	0700 hours, 1730 hours.
Saturday	—	0700 hours, 1220 hours.
Sunday	—	1555 hours.

The nearest General Post Office, offering full G.P.O. services, is located in Post Office Road (off High Street), Weston-super-Mare.

### **Correct Address**

The correct address of the Station is:

ROYAL AIR FORCE,  
LOCKING,  
WESTON-SUPER-MARE,  
SOMERSET.

## **THE ROYAL ANTEDELUVIAN ORDER OF BUFFALOES**

The Thomas De Beckington Lodge, No. 3320, of the R.A.O.B. meets on Thursdays, at 1930 hours, in Building No. 411 (West end of Post Office Road) and all members are cordially invited. This welcome is also extended to all non-members, interested in philanthropic activities, who are advised to make further enquiries at the Lodge on Thursdays.

## SCOUTS AND GUIDES

1st Locking (R.A.F.) Scouts and Guides welcome all who are interested in the Scout and Guide movements. The Group consists of Rovers, Seniors, Scouts and Cubs and the Company has Guides and Brownies.

The place and times of meetings, with the names of Scouters and Guiders can be obtained from the Quarterly Information Sheet.

## SECURITY

It is the responsibility of every individual to be alert for possible breaches of security.

If you see any stranger, service or civilian, acting in a suspicious manner check at once and, if in doubt, inform the Guard room.

**Remember** — Security is your business, now and always.  
Always carry your Identity Card.  
Never discuss your work outside your section.



THE GRANDSTAND AT THE SPORTS ARENA

## SPORTS FACILITIES

At R.A.F. Locking a Station Sports Organisation exists which caters for adult personnel and apprentices. In many sports two officers are appointed to supervise a sport or activity at each level.

For the apprentice a sound coaching organisation exists. On Thursday afternoons, whilst in the Junior Entries Squadron, each apprentice is given basic instruction in fencing, badminton, squash, basketball and tennis as well as the major sports. The apprentice is later encouraged to select three sports or activities on which to concentrate and it is recommended that one should be a summer outdoor sport, one a winter outdoor sport and the third a winter indoor sport.

### Sports Store

The sports store is situated in hut 285, behind the N.A.A.F.I. Families Shop, Post Office Road. The store has



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an excellent stock of sports equipment which is available to all on a 24-hour loan system. The expedition training store is situated next to it in hut 287.

### **Archery**

Equipment is available from the Station Sports Store.

### **Athletics (West Field)**

A cinder track certified to National Championship standard, with full jumping and throwing facilities is available to all personnel. The Station participates in all R.A.F. and County competitions. Ex-athletes willing to officiate are asked to contact the P.F.O. or Officer i/c Athletics.

### **Badminton (3 (T) Block and Gym)**

The best facilities in Somerset for badminton are contained in No. 3 (T) Block. Competitions are held at all levels.

### **Basketball (Gymnasium)**

The Station is noted in the South West and Bristol for its contribution to basketball. Up to four teams are entered in local leagues and both apprentices and adults participate in National competitions.

### **Boxing (Hut No. 286)**

Winners of the Lord Wakefield competition in 1962 and 1963, the extent of boxing speaks for itself. The boxing hut is a self contained boxing gymnasium catering for the novice and R.A.F. representative alike.

### **Cricket**

Two turf wickets, two bituminous wickets, one concrete wicket and concrete net sites are located on the various sports grounds. Fixtures are arranged with local service and civilian teams.



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### **Cross Country**

Undulating country surrounding the Station lends itself to cross-country running. Friendly fixtures each Wednesday enables a strong team to participate in the R.A.F. Championships.

### **Equitation (Weston-super-Mare)**

Arrangements have been made with a local stables for the hire of horses. A monthly subscription enables you to enjoy riding on the beach or in the wooded countryside at reduced rates (tickets may be purchased through the Officer i/c Riding or No. 1 Wing Orderly Room).

### **Fencing (Hut No. 280)**

The station fencing club boasts over 50 members at any one time and includes a ladies section. If you haven't fenced come along for some instruction and subsequently, if your enthusiasm demands it, join the club and spend many enjoyable evenings at foil, epee and sabre. The club has all its own equipment.

### **Hockey (West Field)**

Two hockey pitches are available and a full fixture list is played each season.

### **Judo (Hut No. 284)**

The judo club is affiliated to the B.J.A. and a local instructor assists the club, but all graded belts are welcomed at all sessions.

### **Lawn Tennis**

There are a total of 10 hard courts available for tennis, five in No. 8 Area, three in West Field and two by the Officers' Mess.

### **Modern Pentathlon**

The unit enters the Modern Pentathlon Association's Triathlon competition. If you can swim 330 yards, run a mile and fire a pistol, or would like to have a try, contact the S.P.F.O.

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### **Rugby (Central Arena)**

With two Apprentice XV's and two Station XV's there is always a need for more rugby enthusiasts. A full fixture list is arranged with many local units.

### **Shooting (.22 indoors and 3.03 Ranges)**

The Station participates in Youth School shooting events at Junior and Senior level. Range allocations are also available at Yoxter, and Station and Apprentices' teams are entered for Bisley.

### **Squash (Squash Court and No. 4 Bellman Hangar)**

For Squash players the Station court is available and the building of a second court has been planned. The court in the Bellman hangar is available to personnel starting from scratch.

### **Soccer (Indoors No. 4 Bellman Hangar; Outdoors - 8 pitches)**

Two Station XI's, two apprentice XI's, inter-squadron and inter-entry apprentice leagues, inter-section adult leagues and indoor 5-a-side leagues are all part of the soccer programme at Locking.

### **Sub-Aqua Club**

Among the more adventurous type of activities, the Sub-Aqua Club offers a new realm to explore. Diving with aqua lungs is a fascinating sport requiring courage and ability. The club has full training facilities and can provide all diving equipment. Expeditions to the south coast and Channel Islands are arranged as often as possible.

### **Swimming (Weston-super-Mare)**

Weston-super-Mare has two indoor pools of 25 yards and  $33\frac{1}{3}$  yards and one outdoor pool. The indoor facilities are available all the year round. Swimming is contained within the apprentice syllabus and use is made of the baths on Tuesdays, Wednesdays and Thursdays. On Saturday mornings a non-swimmers class is held.



### **Table-Tennis (Hut 278)**

In addition to the table-tennis tables in the N.A.A.F.I., the Station and Apprentices team have their own facilities in Hut 278.

### **Other Sports**

The sports and activities catered for at Locking are of such a wide range that it is not possible to include them all in this booklet, so, if your sport has not been mentioned contact the Station Physical Fitness Officers (Gymnasium) who will be happy to give you any relevant information. Reference should also be made to the Station News Sheet which gives details of officers i/c sports.

## **STATION BARBER**

The station barber is located in a hut on McRae Road facing the athletic track on the west of the camp between Post Office Road and the parade ground.

The hours of business are:

Monday - Friday — 0830 - 1300 hours.  
1330 - 1645 hours.  
Saturday — 0830 - 1145 hours.

## **STATION CINEMA**

The Astra Cinema presents four changes of programme per week.

All top line feature films are booked for your entertainment. The times of performances are:

Sunday — 1330 and 1830 hours.  
Mon., Tues., Wed.,  
Thurs. and Sat. — 1830 hours.  
Friday — 1930 hours.

Programmes and times of performances are, of course, subject to alteration.

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# SUPPLY SQUADRON

## General

All functions of the Supply Squadron are carried out in Building No. 7, which contains two flights:

- a. Supply Control and Accounting Flight (S.C.A.F.) which is responsible for the provisioning of and accounting for all equipment in use.
- b. Supply Flight which is responsible for the receipt, storage and issue of all R.A.F. equipment and operates the following sections:

Technical Stores

Clothing Stores

Barrack Stores

Valuable and Attractive Items Store

Petrol, Oil and Lubricants Store

Receipts and Despatch Section

## Technical Stores

Requirements for all technical items are notified by telephone, or by the submission of lists, to S.C.A.F. where all documentation is prepared and the time of the transaction is notified to the Consumer.

## Clothing Stores

Requirements for clothing are all notified by telephone or personal visit to the Clothing Stores where all documentation is prepared. The times of Clothing Parades, when the Unit Tailor is in attendance for the issue of items of blue uniform, and the times of general issues are notified in S.R.O's. and are displayed on the Clothing Stores door.

## Barrack Stores

Requirements for barrack items are notified by telephone or by the submission of lists to the Barrack Stores.

## **Laundry**

- a. The occupants of Airmen's Married Quarters exchange bed linen in the Barrack Stores weekly at times notified periodically in S.R.O's.
- b. Airmen's and apprentices' laundry bundles are handled through Wing Stores and Barrack Stores weekly under Wing arrangements.

## **Footwear Repairs**

Boot and Shoe repairs are handled through Wing Stores and Clothing Stores under Wing arrangements.

## **Dry Cleaning**

Airmen's and apprentices' raincoats, greatcoats, No. 1 Home Dress and No. 2 Home Dress may be dry cleaned at public expense. These items are handled through Wing Stores and Clothing Stores.

## **Tailor's Shop**

Alterations to uniform at public expense are authorised in the Clothing Store. Individuals thereafter collect these items direct from the Tailor's Shop. Complaints should be made to the N.C.O. i/c Clothing Store. Any other transaction between an individual and the Unit Tailor's representative is a personal matter between the two parties.

## **Unaccompanied Baggage from Overseas**

Personnel who have despatched baggage to this unit whilst serving overseas must report to the W.O. i/c Supply Flight, immediately after arrival, to arrange for its disposal.

## **TELEPHONE KIOSKS**

There are three telephone kiosks on the camp roads and these are located as follows:

Opposite Astra Cinema on Bowen Road.

Opposite Bellman Hangar adjacent to Airmen's Married Quarters area.

Near Y.M.C.A. at east end of Farnborough Road.

## VOLUNTARY BAND

Two voluntary bands are available to personnel at Locking, namely the Station Brass Band and the Apprentices Bagpipes, Drum and Trumpet Band.

Both bands are well equipped and there is a wide range of instruments available to choose from. Instruction in any of these instruments is provided by two full-time musicians stationed at Locking.

Personnel interested in joining should apply to the Officer i/c Voluntary Band, No. 1 Wing.

In the case of apprentices wishing to join the Pipe and Drum Band, applications should be made through their flight commanders.

## WIVES' CLUB

At Locking there is a flourishing Wives' Club which meets fortnightly on alternate Monday evenings at 8 p.m. The Wives' Club premises are behind the Services Shop in Post Office Road.

Wives of all Service personnel and civilian employees are eligible for membership. Daughters over the age of eighteen years may also become members of the club.

The aims of the Wives' Club are:

- a. To foster friendship;
- b. To organise social functions, entertainments and outings for its members.

In addition the Wives' Club organises a Thrift Shop on alternate Thursday mornings. Goods are received from 10 a.m. and sold from 10.30 a.m. to 11.30 a.m., during which time coffee is served.

A Ballet Dancing class is held in the Wives' Club on Friday evenings, with younger children from 4.30 p.m. to 5.15 p.m. and older children from 5.15 p.m. to 6 p.m. A Whist Drive is held on Wednesday evenings.

Full details of future programmes will be published in editions of the Families Bulletin.

The President, Committee and members of the Club extend a warm welcome to all newcomers.

## NOTE

Every effort has been made to ensure that the information in this Handbook is accurate at the date of publication (November, 1964). It is anticipated, however, that stocks of this edition of the Handbook will last for approximately two years; thus with the passage of time some of the details contained in it will inevitably have changed - particularly the map of the camp.

You are, therefore, advised to check the information on any matter which you may particularly wish to pursue. Here, the Station Quarterly Information Sheet may be of help; this sheet, which contains useful current information, is displayed prominently on various notice boards on the camp.

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