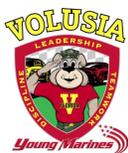


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# PARENT / GUARDIAN & YOUNG MARINE GUIDEBOOK

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Revised January 1, 2026



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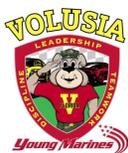
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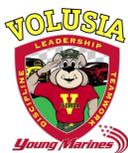
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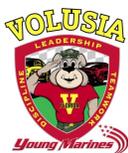
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## SUMMARY OF MAJOR CHANGES SINCE PRIOR PUBLICATION

Prior publication: June 2025

Revamped the entire guidebook



## INTRODUCTION & PURPOSE

This Parent & Guardian Guidebook is a basic outline of the Young Marines program as conducted in the Volusia Young Marines unit.

The Volusia Young Marines developed this guide to facilitate program understanding.

This guide explains what parents/guardians and Young Marines can expect from the unit, and what the unit needs from parents/guardians and Young Marines to help the program and its members succeed.

***This is*** a high-quality youth leadership program that relies on the active participation of everyone, including parents/guardians.

***This is not*** a program to fix wayward or troubled youth. Adult Volunteers are not professional counselors or therapists. Youth who are forced to join due to behavior problems at school or home don't normally succeed; rather, they drain valuable staff and peer attention and distract from operations.

Please read and understand this Guidebook, check TeamReach for updates and information, watch for time-sensitive emails, and attend all scheduled meetings.

If a discrepancy is found within this guide, or this guide conflicts with the official National Young Marine guidance/requirements, it is to be brought to the attention of the Unit Commander for review.

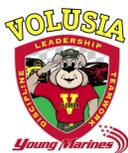
### ***Young Marines Mission***

The mission of the Young Marines is to positively impact America's future by providing quality youth development programs for boys and girls that nurtures and develops its members into responsible citizens who enjoy and promote a healthy, drug-free lifestyle.

***What this means:*** Serving our veterans and community, emphasizing achievements, offering adventure activities to build leaderships skills, and offering a unique and challenging learning environment

### ***Volusia Young Marines Goals***

- Foster young leaders through academic achievement and high-adventure activities
- Produce responsible citizens by performing community service supporting veterans and charitable organizations
- Develop a positive mental and moral atmosphere in which military-style instruction can be applied, thus enabling and fortifying America's future



## WHO WE ARE

### *Headquarters Young Marines – HQYM*

HQYM provides all operations, administrative, and legal framework, including standard operating procedures, manuals and AV training.

### *All-Volunteer Organization*

Adult Volunteers provide the underlying leadership, oversight, and support to run the unit. The unit abides by all HQYM policies and framework, and every unit in the program is run in generally the same way. Every volunteer freely gives their time, knowledge, and expertise to help each child succeed. No unit staff member or associate receives monetary compensation, and they are not allowed to accept gifts as compensation for their services to this program.

### *Young Marines – YMs*

Young Marines is a *for the youth, by the youth* program. The Young Marines have a say in activities. If they remain committed, YMs will be challenged, and they will grow. They will be asked to support and assist in training and operations. And eventually, while being supervised by unit staff, YMs will be responsible for initiating and organizing specific training and events. YMs lead drill and other activities with adult oversight.

### *Adult Volunteers – AVs*

Every Adult Volunteer provides support in the capacity of coach, mentor, and teacher to Young Marines. Many are former Marines, and all believe passionately in the values they learned as Marines and leaders. Additionally, most have their own children and have dealt with a gamut of good, bad, and ugly life experiences, and can personally relate to other parents/guardians when challenges inevitably arise. AVs serve at the pleasure of the Unit Commander.

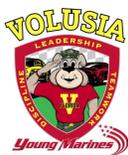
### *Parents/Guardians*

This program is an investment in your child's potential. For the program to succeed, it's imperative that parents/guardians support their Young Marines, and the unit.

Some ways parents/guardians can support their Young Marines and the unit:

- Help YMs study for tests – all the information is in their guidebooks
- Demonstrate physical fitness – make it a family affair
- Volunteer to provide oversight at community events.

Bottom line: This program has high expectations of its Young Marines, and in general, the most successful YMs are those whose parents/guardians also support their YM's growth and participate in YM activities.



## Expectations

### *Parents/Guardians & Adult Volunteers*

Parents/guardians and Adult Volunteers must communicate and cooperate when working with a Young Marine. AVs can advocate for a YM but cannot speak for the YM in lieu of parents/guardians.

Most AVs are also parents. Whatever challenges or hardships a YM parent/guardian may be experiencing, the chances are high that an AV has been through something similar. This runs the gamut between children and families who are struggling in every facet of life, to children and families who are excelling in all areas. VYM often partners with parents/guardians to help assuage challenges that may be mitigated by a team approach.

Bottom line: This program succeeds when AVs and parents/guardians work in unison to help instill discipline and personal accomplishment in their Young Marines.

### *Young Marines*

While YMs are still children and may falter at times with schedules and tasks, accountability and discipline are inherent parts of the program. When Young Marines falter, AVs provide mentorship and support, working to give them opportunities to overcome personal obstacles and succeed in whatever they choose to do.

Bottom line: This program challenges children to grow as positive peer role models, responsible citizens, and adaptable leaders.

## Basic Roles & Responsibilities

### *Parents/Guardians*

***Follow through with all scheduled activities.*** Parents/guardians must ensure the YM shows up on time and prepare for the task at hand, whether drill or community service. When parents/guardians and Young Marines fail to show for scheduled community service, or don't participate in scheduled activities, the unit and the YMs suffer consequences – including mission failure.

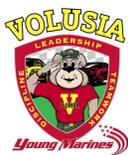
***Get familiar with, and support, your YM's responsibilities.*** There are expectations of every YM during the week, such as preparing a presentation and studying for tests, as well as ensuring their uniform is squared away. If the YM is to be successful, they may need help at home to make sure they fulfill all their YM obligations.

***Keep the Parent Portal current.*** Update the YM parent portal with any change of address, and/or update other required registration information as it changes. The unit relies on this tool for emergency contacts and accurate medical information.

***Ensure annual physicals are kept current.*** If a physical is expired, a YM cannot participate.

***Check your Young Marine's Service Record Book for accuracy.*** Parents/guardians can check their child's YMSRB for accuracy at any time.

***Ensure Progress Reports are complete.*** Do not allow YMs to submit incomplete progress reports. Progress Reports must include evaluations from all teachers.



**Sign in and out of every activity.** When arriving at drill, parents/guardians must sign their Young Marine in on the attendance roster or their YM will be entered as UA (unauthorized absence, (see attendance policy). HQYM policy **requires** all YMs to be signed in and out of events to ensure safety and accountability.

### **Young Marines**

**Follow through with all scheduled activities.** Show up on time and ready for the task at hand, whether drill or community service. When Young Marines fail to show for scheduled community service, or don't participate in scheduled activities, the unit and the YMs suffer consequences – including mission failure.

**Pride in appearance:** Follow grooming standards, iron cammies, and polish boots.

**Study for tests, complete YM homework:** Tests are designed to be passed with a reasonable amount of study, and YMs must study. If they miss a class, YMs can still prepare by reading and studying from their guidebooks. If a YM fails a test, it could be another year before that class is taught again, meaning the YM cannot be promoted.

**Fulfill billet requirements.** As they progress, YMs will be assigned specific responsibilities (billets) that are above and beyond just showing up. Billets are often requirements for promotion. If the YM does not earn a satisfactory or better rating for their assigned billet, they may not meet their promotion requirements.

**YMSRB: Check your Young Marine Service Record Book for accuracy.**

Young Marines ultimately are responsible for checking their YMSRB and communicating any discrepancies to unit leadership.

### **Unit Commander – UC**

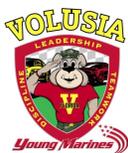
The UC has overall accountability for the unit. The UC is responsible for YM safety, oversees all YM training, and ensures all YM guidelines are followed. The UC is ultimately responsible for the operation, conduct, legalities, morale, and welfare of the unit. The UC has the final decision on events and other concerns of the unit. The UC agrees to respond to all AV, YM, and parent/guardian concerns in a timely manner. The UC is an elected adult who is an honorably discharged Marine, currently an active-duty Marine, or civilian with national director approval.

### **Executive Officer – XO**

The XO is second in command of the unit. The XO assists the UC in the performance of their duties and is responsible for coordinating the activities of the appointed unit staff and responding directly to the needs of the Young Marines. The XO also recommends YMs for promotion, holds promotion boards, conducts internal investigations, and performs such duties as assigned by the UC. XO assumes command of the unit in the absence of the UC. The XO is the only other elected adult.

### **Adjutant**

The Adjutant is for keeping the unit administratively operational. and ensures YMs meet the legal requirements to participate in the program. The Adjutant is responsible for scheduling at least one administrative meeting every year for parents/guardians to receive current unit and program information.



### ***Financial Manager – FM***

The FM is the unit’s accountant. The FM is responsible for receiving all funds paid to the unit for any purpose, and for tracking funds allotted to individual YM accounts. Duties include monthly financial reporting to YMHQ and maintaining accurate records and financial documentation for audit and transparency purposes. Money received through donations and fundraisers is VYM property. When a YM exits the program, funds remaining in a YM account for any purpose become property of VYM and cannot be negotiated for disbursement or reimbursement.

### ***Training Officer – TO***

The TO is responsible to the UC for all matters pertaining to planning, coordination, and execution of training and instruction.

## **Chain of Command**

*As in the Marine Corps, the proper chain of command must be followed. Bypassing anyone in the chain of command can result in an unfavorable solution to the issue or adversely affect the outcome.*

### ***YM Chain of Command***

- The YM chain of command is posted on the “in-house” website under the “Important Info” tab.
- A. It’s important for YMs to learn to lead and to learn to follow, so YMs shouldn’t bypass this process.
  - B. If YMs have questions about drill or uniform, or issues, such as not receiving emails, they must first attempt resolution through their YM chain of command, as appropriate:
    1. YM Team Leader
    2. YM Squad Leader
    3. YM Platoon Sergeant
    4. AV Platoon Leader,
    5. YM Gunnery Sergeant
    6. YM 1st Sergeant
  - C. XO or UC should be contacted only as a last resort or if an urgent response is needed.

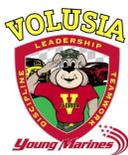
### ***Unit Staff for Routine Matters***

- The Staff chain of command is posted on the “in-house” website under the “Important Info” tab.
1. Direct all unit staff questions to the appropriate AV via TeamReach Chat.
  2. Please allow 48 hours for non-urgent issues, such as queries about supplies.
  3. Please also respond to staff requests within 48 hours.
  4. If no response after 48 hours, forward concerns to UC and XO via email.

### **Unit Leaders, Higher Headquarters and YMHQ Chain of Command**

Listed on the “in-house” website under the “Important Info” tab.

- A. If parents/guardians have a concern about VYM staff or the unit’s program, they must also use the chain of command:
  1. Executive Officer
  2. Unit Commander
  3. Regimental Commander
  4. 2nd Division Commander
  5. National Executive Director at Young Marines Headquarters



## Parent Involvement

### *Non-Interference in Training*

Since VYM drills in a controlled-access facility, observation will not be allowed unless specifically approved by the UC. If approved by the UC, parents/guardians may watch occasionally, from no less than 50 yards, and only for a small amount of time.

Certain events will be authorized for observation and the minimum distance requirement will be waived.

**Distracting Young Marines or Recruits:** During their training, distractions must be kept to a minimum. Young Marines and Recruits are easily distracted when they see their parents/guardians or other family members, making it difficult for staff and instructors to carry out their lessons and tasks. This is not beneficial to your child/ren on three accounts:

1. The YM or Recruit may miss some part of a learning objective
2. The YM or Recruit may be injured accidentally by not paying attention
3. Instructors do not take kindly to distraction when giving of their time

**Training Is Challenging, Discipline Can Be Tough:** There are times when AVs may need to get tough with YMs or Recruits. AVs are required to follow HQYM rules and guidelines related to disciplining minors. If a parent/guardian is present at an activity, please avoid creating YM confusion or embarrassment and allowing AVs to handle YM discipline.

### *Volunteer When Needed*

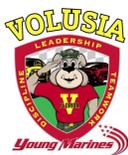
Other than Recruit Training, the Young Marine program occasionally conducts events on weekends, including but not limited to encampments, field trips, parades, and community service events.

There will be times the unit needs parent/guardian volunteer assistance for transportation, food, water, etc. If the event involves staying overnight, parents/guardians may be invited, depending on the event and the location. The adult sleeping quarters will likely be separate from the training area. However, unless a life-threatening emergency, the non-inference rule still applies.

If a parents/guardians wish to volunteer for a particular function, consult the UC, XO, or designated unit staff.

### *Donate Food and Beverages, Lend Gear, Provide Other Support/Skill Sets*

- Donating food and beverages helps keep costs down
- Allowing fellow unit members to borrow gear such as tents and backpacks allows more participation
- Lending expertise to special projects, e.g.:
  - improving IT applications
  - grant writing
  - corporate sponsorship
  - other fundraising efforts



Bottom line: The less fundraising and paperwork the unit must do, the more fun and skills the YMs will gain. There will always be opportunities for parents/guardians to get involved. With enthusiastic assistance from all willing adults, the possibilities are endless!

### *Set the Example*

When parents/guardians are around the Young Marines at any event, they should refrain from using alcohol, tobacco products, vapor pens, or any other recreational vice that is counterproductive to the health and well-being of the Young Marines, or the program's drug demand reduction cornerstone. If parents/guardians do not follow these guidelines when in the presence of Young Marines, they may be asked to depart the premises.

## **WHAT WE DO**

### *Recruit Training*

To become a Young Marine, all youth members must complete Recruit Training. Recruit Training is designed to teach the Recruits the basics of what it means to be a Young Marine.

### *Drill*

This is a term used for the unit's meetings. Activities include, but are not limited to, drug demand reduction, healthy lifestyle skills, physical fitness training and testing, close order drill, citizenship, orienteering, firearms training, outdoor survival training, and more.

YVM endeavors to provide a variety of dynamic activities and events that meet training objectives while keeping the program interesting – and fun!

Activities build leadership, teamwork, and discipline, so Young Marines can live and promote a healthy, drug-free lifestyle.

### *Drug Demand Reduction*

3 hours of DDR are required every quarter (every 3 months) for a YM to be eligible for promotions, billets, and trips. If a YM cannot participate in a DDR class during drill, they will be assigned a research paper, with a specific subject. This assignment must be submitted to the TO before the end of that quarter to be compliant with DDR mandates.

### *Community Service*

Young Marines are required to earn at least 50 hours per year.

### *Physical Training & Physical Fitness Tests – PT & PFTs*

Young Marines lead the way in personifying a healthy, drug-free lifestyle, and regular PT is a necessary part of this. For PFTs, YMs are required to earn minimum scores in various physical assessments. YMs must have passing PFTs (1 every 6 months of last 12 months) to be eligible for promotions, billets, and trips.

## Project ALERT



Every YM age 14 and above is required to complete Project ALERT training. The Project ALERT certification focuses on peer-to-peer drug and alcohol abuse education and prevention. ALERT stands for Adolescent Learning Experiences Resistance Training. YMs must take the initiative to complete this training on their own. This online course is self-paced and can be completed in small segments over time or over several hours.

## Leadership Schools & SPACES

Leadership schools are offered multiple times throughout the year and are normally out of town or out of state. The following are minimum requirements to attend:

Junior Leadership School (JLS): YM LCpl, 12 years old, 1 year from Recruit Graduation, (2) most recent PFTs within 12 months must be 250 or greater (unmodified).

Senior Leadership School (SLS): YM Sgt, 13 years old, 18 months from Recruit Graduation, (2) most recent PFTs within 12 months must be 250 or greater (unmodified).

Advanced Leadership School (ALS): YM GySgt, 15 years old, 2 years from Recruit Graduation, (2) most recent PFTs within 12 months must be 300 or greater (unmodified).

### Summer Programs of Adventures, Challenges, Encampments, & Schools:

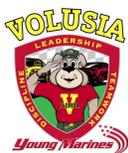
YMHQ provides exciting adventures each summer for YMs; each trip is usually under \$500 (including transportation, accommodations, activities, and meals). Fees do not include the cost of any required gear. Parents/guardians are responsible for any unaccompanied minor fees imposed by the airline. Most SPACES events are limited to YMs 14 and older due to unaccompanied minor restrictions.

These are highly selective trips and restrictions limiting the number of YMs per unit who can participate. If there are available slots open after the initial sign-up period, the unit may be permitted to add additional YMs.

Young Marines must work for selection to these trips and must give back to the unit after said trip. YMHQ creates and subsidizes these trips so that not only the YMs who attend will learn from them, but so they will pass that knowledge to their fellow YMs.

Remember, these are highly selective trips (both at the unit and national level). Just because a YM wants to go and can afford to go, doesn't mean that a YM will get to go. There are many factors involved:

- Young Marines:
  - YMs must be current on PFTs (1 every 6 months of last 12 months).
  - YMs must be current on DDR (3 hours per quarter every quarter for last 24 months).
  - YMs must have attended 2 overnight unit trips **without incident**.
  - YMs must meet the specific trip's listed requirements (e.g., age, rank, PFT score, etc.)
  - YMs must be wholeheartedly recommended by unit staff to uphold their Obligation and Creed, and follow orders while on said trip, as they represent the unit. One YM's misbehavior could potentially risk the entire unit's disqualification from future trips. (Unexcused absences, poor inspection scores, ill-preparedness, incidences on other trips, misbehavior at school, etc. are all factors that are most definitely taken into consideration.)



- Parents/guardians:
  - Parents/guardians must be ready to fill out all paperwork accurately and quickly, if their child is selected
  - Parents/guardians and YMs must read and respond to all paperwork sent (by the unit and YMHQ) in a timely manner
  - Parents/guardians/YMs must be willing to purchase needed gear listed in packet well in advance of said trip
  - Parents/guardians must accept the flight schedules given to them by YMHQ & agree to ***not change it in any manner***

*Note: Even if a YM isn't qualified for SPACES, or is qualified but isn't selected, doesn't mean that they won't have other trips to possibly attend. The unit will still organize unit-level (and possibly Regiment-level or Division-level trips) each year.*

## WHERE WE DO IT & HOW TO FIND MORE INFORMATION

### ***Drill (2<sup>nd</sup> and 4<sup>th</sup> Saturday, 0800-1400)***

Excluding federal holidays and key offsite events, the unit meets at:

**The Salvation Army Daytona Beach  
1555 LPGA Blvd  
Daytona Beach, FL 32117**

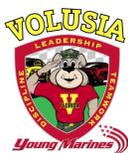
The Salvation Army Daytona Beach allows Volusia Young Marines to hold meetings at no cost and expects the building and grounds to be treated with the utmost respect by our Young Marines, parents and volunteers. We truly appreciate the generosity of, and continued support from the Salvation Army, and will show all members respect and gratitude. Please note: everyone needs to clean up the meeting area prior to departure. Make sure your Young Marine has gathered ALL their belongings and helped to clean up before leaving the building.

### ***Online Training Meetings (weekly schedule varies)***

Unlike most units, Volusia Young Marines provides online Teams Meetings for the Young Marines. These online classes are for the benefit of the Young Marines. Attendance is important in progressing to the next rank. These classes can be very beneficial. Everyone should act respectful, professional, and pay attention on the Teams Meetings, as if they were at drill.

Guidelines for Teams Meetings:

- 1) Eat dinner before the meeting or wait until after, no eating during the meeting.
- 2) Use the head before the meeting.
- 3) Have your binder/guidebook ready and in your possession before the start of the meeting.
- 4) Make sure you are in a quiet place in your home, free from noise and distractions.
- 5) Have a water source available during the meeting.
- 6) Have your computer or iPad, or other source, ready and log in 5-10 minutes before the meeting is set to start..



### ***Community Service (weekends and patriotic holidays throughout the year)***

VYM is regularly requested to support the broader community at various locations. Greater emphasis is given to events and causes that directly support veterans.

### ***Website / Social Media***

Official Unit Website: <https://youngmarines.org/unit/volusia/page>  
In-House Website: <https://volusiayoungmarines.godaddysites.com/>  
TeamReach: Group Code: Volusia22  
Facebook: <https://www.facebook.com/VolusiaYoungMarines>  
Instagram: <https://www.instagram.com/volusiayoungmarines/>  
Zelle (quickest way to pay): [volusia@youngmarines.org](mailto:volusia@youngmarines.org)  
Venmo (second option to pay): @VolusiaYM

### ***Parent Portal / YM Portal***

[youngmarines.org](http://youngmarines.org)

- Update annual physicals and vital statistics
- 24/7 access to YMSRB – YM Service Record Book

## **WHEN WE DO IT**

### ***New Family Orientation (Pre-Recruit Training) Meetings***

The drill before the 1<sup>st</sup> day of Recruit Training to introduce parents/guardians and Recruits to the program and prepare for training.

### ***Recruit Training***

- 26 hours, which typically takes 4 months or 7 normal drill days

### ***Drill***

- 2<sup>nd</sup> and 4<sup>th</sup> Saturday of every month, report no later than 0800 (8:00 AM), end by 1400 (2:00 PM).
- PFT: Once or twice every 6 months.

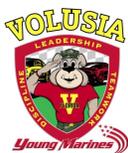
***Re-Registration*** August

***Annual Marksmanship Training*** Drill night, offsite, usually late summer early fall

***YM Birthday Ball*** Weekend night in October to celebrate Young Marine Birthday

***DDR Dash (5K)*** Usually a (good weather) Saturday morning in October; families encouraged to participate

***Red Ribbon Week*** October 23-31



### ***SPACES and leadership schools***

Announced:	Late fall
	Notify UC and XO of interest immediately
Reserved:	First week of January
	Attendance may be first come first served <i>or</i> lottery, depending on interest
Pay for and complete registration:	February
Attend:	Summer

### ***Fundraising***

YM/Recruit Donation Letters:	Can be used by any YM/Recruit at any time
Wreaths Across America:	Anytime throughout the year
Bundt Cakes sales:	Spring, occasionally other times throughout the year
Other fundraising:	Anytime throughout the year
Unit Coins:	For sale any time
Unit stickers:	For sale any time

## **WHY WE DO IT**

### ***For the Youth, By the Youth***

Retention is key, so it's important that YMs have a say in developing unit activities.

### ***Excellence Always***

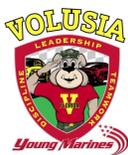
VYM expects excellence from everyone, every time. VYM strives to be the unit all others want to follow.

### ***Leadership, Teamwork, Discipline***

The Young Marines promotes the mental, moral, and physical development of its members. The program focuses on teaching the values of leadership, teamwork, and self-discipline, so its members can live and promote a healthy, drug-free lifestyle.

### ***Teaching Today's Youth About Yesterday's Heroes***

Community service includes numerous veterans' appreciation activities and events. Military veterans should always be treated with dignity and respect. YMs will learn from them, and the veterans will know that YMs care.



## HOW WE DO IT

*Volusia Young Marines follows all YMHQ policies and protocols for the safety and accountability of Young Marines.*

### ***Dropping Off and Picking Up***

The Young Marine and Recruits must be in formation at the scheduled time and signed in by a parent/guardian to participate in the day's events.

It is recommended that the Young Marine arrive 15 minutes prior to the beginning of drill or scheduled events to avoid disrupting classes/activities.

### ***Sign In at Beginning of Drill or Events***

When arriving at drill or an event, a parent/guardian must sign their YM in on the attendance roster.

This also allows the parent/guardian a chance to receive any updates concerning activities, events, schedules, etc.

Teen drivers may sign themselves in if the UC and XO have written permission from a parent/guardian.

### ***Sign Out at End of Drill or Events***

Parents/guardians are required to sign their YM out at end of drill or an event to ensure an authorized parent/guardian has assumed responsibility.

This also prevents unit staff from being required to stay after-hours and wasting valuable time attempting to account for missing children.

In the event a YM is habitually picked up past the dismissal time, the UC or designated AV may require intervention measures that could negatively impact the YM.

Teen drivers may sign themselves out if the UC and XO have written permission from a parent/guardian.

### ***Communication***

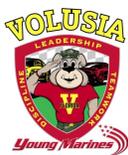
The unit relies heavily on TeamReach, SignUpGenius, and email.

YMs are encouraged to have their own email accounts for this purpose. However if parents/guardians do not wish their YMs to have their own email, it is expected that the parents/guardians have an active email account from which they share VYM program information with their YM.

While every effort will be made to make information available to the parents/guardians and YMs, it is ultimately the YM's responsibility to get the information they need.

**If an emergency at drill or an event, the unit will use the timeliest tool (TeamReach, phone, text) to reach as many parents/guardians possible as quickly as possible.**

**If an emergency for the YM or parent(s)/guardian(s), please text UC and XO.**



Respectful discourse is expected of all participants.

When querying unit staff members in writing about non-urgent issues, please allow 48 hours for a response.

When using TeamReach, please be mindful of who is in the thread/group.

To speak with any unit staff in person, please wait until your Young Marine is properly released at the end of training or community service, then take that opportunity to talk directly, or to schedule a future meeting.

## What We Wear

*As the Young Marine outgrows the uniform or if any part of a uniform is lost or damaged, items must be replaced in a timely manner at the expense of the parents/guardians and/or the YM.*

**Recruit Uniform:** Initial Recruit uniform consists of a plain white T-shirt, plain black gym shorts (no stripes or logos, preferably with no pockets), white socks, and black running shoes.

**Cammies:** Once Recruits graduate and become Young Marines, they are eligible to wear the camouflage uniform. This uniform consists of digital woodland-style camouflage blouse and trousers, white T-shirt, black jungle boots, black or green boot socks, and a camouflage cover (hat). The first uniform is issued and paid for as part of registration into the program.

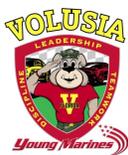
**PT Gear + Sweats:** PT gear consists of a unit T-shirt and black gym shorts (no stripes or logos, preferably with no pockets), white socks, and black running shoes. Two unit T-shirts are issued as part of the initial cost of entering the program. During winter months, a plain heather grey sweatshirt and sweatpants will be required to be purchased. PT Sweats are considered part of the uniform and YMs are expected to wear them at drill/events when weather requires.

*Note: Shorts must have a minimum inseam length of at least 7 inches. Compression shorts may be worn under PT shorts for modesty*

**Travel Uniform:** The travel uniform consists of the Red National T-Shirt, khaki pants or shorts, belt, white socks, cover, and black running shoes. The Red National T-shirt is issued as part of the initial cost of entering the program.

**Gear bag:** A black backpack will be required and is part of the initial cost of entering the program. These gear bags are part of the uniform and must match the same gear bags as the rest of the unit. At drill when the uniform is cammies, gear bags should contain the PT uniform: white T-shirt, PT shorts, running shoes, and white socks. In addition, the gear bags shall always contain: binder, compass, paper, several inksticks (pens/pencils), and YM Guidebooks.

**Hydration:** A canteen is issued during Recruit Training and continues to be required throughout YM training. Canteens are required for every drill. Hydration packs such, as Camelbacks, are allowed during encampments or other approved events.



**Alphas, Bravos & Charlies:** These are the dress uniforms that are authorized for wear in the Young Marine program by senior YMs. They are recommended for Color Guard members and may be considered mandatory for some trips. The unit will provide all Alpha, Bravo, and Charlie uniform items except for shoes. Parents/guardians and/or the YM will be required to pay for shoes and any tailoring that may be required. These items are considered on loan to the YM from the unit and must be returned when the YM leaves the program.

- Service “A” uniforms are authorized for the rank of YM Staff Sergeant or higher.
- Service “B” uniforms are authorized for the rank of YM Corporal or higher and worn during the winter months (November through March).
- Service “C” uniforms are authorized for the rank of YM Corporal or higher and worn during the summer months (April through October).

**Ribbons, Ribbon Racks, Chevrons, Devices & Pins:** These items are at no additional cost to each Young Marine who earns them, the first time they are awarded. If ribbons, ribbon racks, chevrons, devices, or pins are damaged, lost, or soiled, the YM and/or parents/guardians will be responsible for purchasing replacements. Ribbon racks are supplied to the YM at no cost provided they request them and return the previous ribbon rack. VYM cannot replace Presidential Volunteer Service Award pins, as those are awarded to YMs by an outside organization.

## HOW WE'RE FUNDED & HOW WE TRACK FUNDS

*As a non-profit organization, the unit's goal to keep the program as inexpensive as possible for parents/guardians, YMs, and unit staff.*

### **Recruit/Initial Dues**

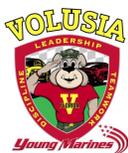
Upon joining the Volusia Young Marines, recruits have an initial fee of **\$375**. This fee covers most uniform items needed to be a Young Marine (camouflage uniform, cover, boots, belt, unit t-shirts, canteen, binder, bag, patches, etc).

**\$100 is due on the first day of Recruit Training** and the **remaining \$275 is due two (2) months into Recruit Training** to give time for uniform purchase and preparing the uniform for graduation.

New Recruits will need to purchase – BEFORE TRAINING STARTS:  
(check Goodwill, thrift stores, and check with our Unit too):

- Plain white T-shirts (no V-necks, Hanes type undershirts)
  - Females should wear a white, tank top, cami, or sports bra underneath).
- Plain black PT shorts (no stripes or logos, preferably without pockets)
- White socks
- Running shoes
- Gray sweatpants (no pockets, basic Hanes type) (Cold Season Only)
- Gray “pull-over” sweatshirt (basic Hanes type) (Cold Season Only)

New Recruits will need to purchase – BEFORE RECRUIT GRADUATION:  
○ Green or Black boot socks (to wear with camouflage uniform).



### ***Unit Dues***

Unit Dues are **\$5 per Drill**, per Young Marine/Recruit. Discounts are available to families of multiple young marines, upon request. Unit dues help to cover the cost of snacks and lunch, initial ribbons, chevrons, guidebooks, boot bands, office supplies, awards, unit travel, and more.

### ***Annual Registration Fees***

Registration fees are passed on to YMHQ to be used for insurance, national encampments, SPACES, and training for registered AVs and YMs. 2025 Registration Fees were \$50 per AV/YM, however, there is a possibility of the price increasing for 2026.

### ***Corporate Sponsorship***

VYM is not sponsored by a corporate entity, but is always open to this type of funding support for the unit. If any parents/guardians have a source who may be interested, please introduce the UC to the proper corporate representatives.

### ***Grants***

Grants can be more restrictive than corporate sponsorship. VYM cannot afford a professional grant writer. However, the unit is open to someone with that skill who's willing to donate their time for this specific task. If any parent/guardian has this skill and/or knows someone who's willing to donate their grant-writing expertise, please contact the UC.

### ***Fundraising***

Fundraising is the unit's secondary source of income and is very demanding on YMs, parents/guardians, and unit staff.

Through fundraisers, the unit can offset the cost of special trips, encampments, and Young Marine social activities.

Some fundraisers apply the entirety of the earnings to the unit, while other fundraisers are designed specifically to split funds between the unit and the individual YMs who participate.

All funds raised on behalf of VYM must be approved by the UC and supervised by the unit FM.

VYM is always open to new fundraising ideas. Parents/guardians and YMs should include the UC, the XO, and the FM to vet all fundraising ideas/initiatives.

### ***Donation letters***

Donation letters are available upon request.

All funds donated to a YM or Recruit are earmarked for their individual YM subaccount within the unit's general fund. For a donor's tax purposes, donations are being made to the Young Marines of the Marine Corps League, a 501(c)(3) non-profit organization. Legally, these funds belong to the unit.

### ***YM Accounts***

Subaccounts for individual YMs are maintained by the FM within the general funds account. Funds in the YM subaccount are called points, wherein 1 dollar equals 1 point.

100% of donations received on behalf of the YM or Recruit are credited to the YM account.



Generally, when a Young Marine participates in a split fundraising event, a portion of the proceeds will be credited to their individual account, and a portion will go to the unit's general fund. The split varies depending on the type of fundraiser and the status of the unit's general funds.

Points earmarked for the YM's individual use can be credited toward most YM activities and events (encampments, leadership schools, etc.). YM individual account points cannot be used for re-registration or personal expenses.

If a Young Marine leaves the unit or the program for any reason, all points in the YM's individual account are released to the unit's general fund.

Questions, concerns, or inquires regarding individual YM account balances should be directed to the FM.

## SAFETY & OTHER CONCERNS

*If parents/guardians are worried about it, the unit is probably already planning around it. However, it never hurts to ask.*

### *Safety*

Safety is paramount. Unit staff intentionally plan ahead and take proper precautions to ensure maximum training within reasonable standards, while minimizing risk to the extent possible. In a dynamic situation, VYM will modify plans as needed.

**BATTLE BUDDIES:** At every Young Marine function, for many reasons - safety being the most important, the Battle Buddy system will be enforced. Battle Buddies are assigned or based on the situation. If a Young Marine is spotted alone, away from the group, they will be counseled and appropriate action taken.

### *Weather & Other Unforeseen Circumstances*

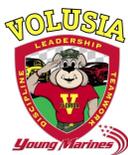
In cases of extreme weather or other unforeseen circumstances, VYM will modify training as necessary to attain maximum benefit with minimum risk. This includes travel to and from drill/events.

If training must be cancelled, the UC or the XO will send an announcement as early as possible.

### *Life Threatening Allergies & Allergy-Action Plans*

There is currently no place in the Parent Portal to store allergy action plans for YMs who have life-threatening allergies.

If a child has a life-threatening allergy, it's imperative parents/guardians provide current allergy-action plans to the Adjutant so VYM can respond appropriately if/when medical intervention is necessary.



### *Academic Concerns*

VYM isn't allowed to ask if a YM has a learning disability or an IEP. However, VYM will do its best to accommodate individual YM's needs if informed. The earlier unit staff knows that a child needs academic support, and what support they need, the better the YM's chances for success.

Questions, concerns, or inquires regarding academics should be directed to the TO.

### *Mental health considerations*

Every child is unique, and each has unique challenges, such as anxiety and hyperactivity. Personal growth and discipline are inherent in the YM program. VYM will do its best to mentor and coach all YMs toward success.

## **POLICIES**

*The UC reserves the right to make exceptions to these policies on an individual basis as needed and as circumstances arise.*

### *Attendance Policy:*

YMs are responsible for communicating directly with the UC and the XO if the YM cannot attend drill or other scheduled event. Parents are encouraged to allow the YM to take on this responsibility, but VYM recognizes that this is age and maturity dependent.

**Recruit Training:** 100% attendance is mandatory. Missing any portion of the training may affect the Recruit's continuance for that class. Recruits are under a very strict, very intense training program and absences during Recruit Training are strongly discouraged. In the event of a family emergency, illness, or other unavoidable circumstances, contact the unit commander and executive officer for discussion.

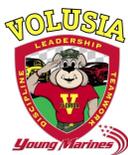
**Unauthorized Absence – UA:** A Young Marine is UA when they don't communicate and/or don't show for drill, scheduled community service, or other scheduled event.

No more than 3 UAs per quarter will be tolerated. If a YM has more than 3 UAs in a quarter, they will not be allowed to return to the unit until meeting with the UC, the XO, and the YM's parent(s)/guardian(s), to discuss the YM's commitment to the program.

If a YM has 4 or more consecutive UAs, they will be placed on inactive status.

### **Unauthorized absences include, but are not limited to:**

- A YM is not signed in to a drill/event by a parent/guardian.
  - *HQYM policy requires all YMs to be signed in and out of events as to ensure safety and accountability.*
- Arriving to drill out of proper uniform, or out of compliance with grooming regulations.
  - The Young Marine will be sent home upon arrival and not allowed to participate.
- A YM has not notified the UC or the XO, in writing, that YM needs to be excused at least 24 hours in advance of drill.
  - Poor planning on the part of the YM to complete homework or other non-YM commitments is not an excused absence.



- A YM fails to show for community service and/or fails to communicate the need to cancel 96 hours in advance of community service.
  - Community service cancellations must occur at least 96 hours (4 days) in advance and must be communicated to the UC or the XO in writing.
  - The unit is not staffed to backfill a volunteer position with less than 96 hours' notice.
  - Failure to plan ahead and/or communicate in advance can cause mission failure.
- A YM takes an extended leave of absence without informing the UC or the XO in writing.
  - If a YM doesn't inform the UC or the XO of a leave of absence, they will be placed on inactive status.

### **Exceptions:**

- In the event of illness on the day of drill, please notify the UC or the XO in writing no later than 0700 on the day of drill, or as soon as possible for community service or other event.
- In the case of excess homework or other unforeseen circumstances that could not have been anticipated, excused absences may be considered.

**Inactive Status:** If a YM is placed on inactive status due to UAs, the YM will not be allowed to participate in unit activities until they have met with the UC, the XO, and the YM's parent(s)/guardian(s) to discuss the YM's intent in the program.

If the YM agrees to comply with program policies, they will be taken off inactive status and allowed to return and participate. However, the YM will not be allowed any further UAs for the remainder of the fiscal year, or they will automatically be placed on inactive status and discharged from the program.

If the YM doesn't agree to comply with program policies, they will be immediately discharged.

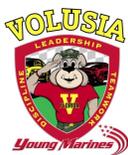
**Young Marine UA Return Evaluation:** If a Young Marine wishes to return to the unit after an extended unexcused period, or after being placed on inactive status, the YM must be counseled on their absences, and their intentions moving forward in the program. If their inactive status spans beyond annual re-registration, the YM will be required to complete the re-registration process.

**Acceptance:** Compliance with the above is not a guarantee of acceptance back into VYM. However, the YM is free to join another unit.

Acceptance into another unit must be determined by the new unit's commander. When a YM requests a transfer, it's standard for both UCs to discuss the YM's history.

### **Electronics Policy**

Use of cell phones, tablets, laptop computers, video or mp3 devices, gaming systems, etc., is not allowed during YM events. YMs may bring a cell phone for emergency purposes only. The cell phone must be kept in gear bags or stowed. Unit staff will confiscate cell phones from YMs who fail to follow this policy. In such cases, the cell phone will be returned to the parent/guardian at the conclusion of events.



### ***Food/Snack Policy***

Young Marines/Recruits should **NOT** bring any food or snacks to Drill, to include drinks other than water (no sodas, juices, or coffees). All Young Marines/Recruits should eat a balanced breakfast before arriving at drill. Young Marines/Recruits will receive a healthy unit-supplied snack in the morning after Physical Training and a healthy lunch in the afternoon.

- **Young Marines/Recruits with dietary restrictions, allergies, or need to eat more often for medical reasons, please supply a note from the doctor.**

### ***Drug Policy***

Because one of the goals of this program is to promote a drug and alcohol-free lifestyle, the Young Marines program has a strict no-tolerance drug policy.

If a YM attends a program function while in possession of drugs, drug paraphernalia, or alcohol, the YM will be dishonorably discharged from the program nationwide and will be turned over to appropriate civilian authorities.

If a YM is found to be regularly using drugs, alcohol, vape pens, tobacco, etc., the UC has the discretion to immediately discharge the offending YM from the program.

When parents/guardians are around YMs at any event, they should refrain from the use of alcohol, tobacco products, vape pens, and/or any other recreational vice that is counterproductive to the health and well-being of the YMs and the drug demand reduction cornerstone of the program.

### ***Sexual Misconduct Policy***

Any YM or AV found guilty of sexual misconduct will automatically be discharged from the Young Marine program and turned over to the appropriate civilian authorities.

### ***Adult Volunteer vs Parent Policy***

**“There are no parents at Young Marines”** - meaning, if you are a Registered Adult Volunteer, while at any Young Marine event, you are not the parent of your child, but a mentor for ALL Young Marines. Your child must address you as they would any other AV, and you must address them as you would every other Young Marine. We are here for the good of the group and will look out for the best interests of all, not just our own child(ren).

### ***Grooming Policy (Females)***

Female Young Marine hairstyles require non-eccentric and non-faddish styles, maintaining a conservative, professional appearance. Bangs, if worn, may not fall into the line of sight, may not interfere with the wear of all headgear, and when worn with headgear must lie neatly against the head. The width of the bangs may extend to the hairline at the temple. Short hair may not fall below the collar's edge. Long hair will be neatly and inconspicuously fastened or pinned, except that bangs may be worn. Faddish and exaggerated styles to include shaved portions of the scalp other than the neckline, designs cut in the hair, unsecured ponytails and unbalanced or lopsided hairstyles are prohibited. Hair will be styled so as not to interfere with the proper wear of all uniform headgear.

Cosmetics are authorized for wear in uniform if permitted by the parent or legal guardian. It shall be applied conservatively and must complement the individual's complexion and skin tone. The completed look should be a natural one.



Fingernails will be kept clean and neatly trimmed so as not to interfere with performance of duty, detract from military image or present a safety hazard. Nail Length will be no longer than ¼-inch from the tip of the finger. Clear nail polish is the only authorized nail polish color authorized in any Young Marine uniform.

The only jewelry permitted is watches, stud earrings, Red Cords, medical items, religious medallions, class or Young Marines ring. All jewelry will be removed for physical training activities. Small, polished gold or silver ball earrings, not to exceed six millimeters (about 1/4 inch) in diameter, may be worn with any uniform. When worn, earrings will fit tightly against, and will not extend below, the earlobe. Only one earring will be worn on or in each earlobe in the lowest hole. Gauges are not authorized.

### ***Grooming Policy (Males)***

Male Young Marine hair will be neat and closely trimmed. Hair will not be over three inches in length fully extended on the upper portion of the head. Sideburns will not extend below the top of the orifice of the ear. Head hair will be styled so as not to interfere with the proper wear of uniform headgear. Beards are unauthorized, however, mustaches and sideburns may be worn, when they conform to current Young Marine grooming standards. Male Young Marines of Native American Indian descent may request exemption from the male Young Marines grooming standards for hair by submitting YMFORM006 Native American Exemption of Male Grooming and Personal Appearance Standards Waiver Request. If approved, the Young Marine must adhere to the female grooming standards for hair.

The only jewelry permitted is watches, stud earrings, Red Cords, medical items, religious medallions, class or Young Marines ring. All jewelry will be removed for physical training activities.

## **WHAT IT MEANS TO BE A VOLUSIA YOUNG MARINE**

Every Volusia Young Marine represents the unit, the years of volunteer work it took to make the unit what it is, all of the Young Marines who came before them, the Volusia Young Marines reputation, and the more than 6,000 current Young Marines and countless alumni around the world.

Every person a Young Marine meets will judge the Young Marines program by the Young Marine in front of them. Young Marines must represent well (whether in uniform or not).

Young Marines are leaders. Young Marines work hard to earn their rank and billets through discipline, teamwork, and grit.

Young Marines work all year long to prepare themselves not only for each drill, but for leadership billets, leadership schools, encampments, competitions, and promotions.

Young Marines march in parades to honor veterans, perform color guard duties for veteran and community events, go on encampments, improve their physical fitness, earn their rank, teach drug resistance in their communities, volunteer time with Young Marines and many other organizations, and set a great example of how youth should respect the flag, the country, and all veterans – past and present.



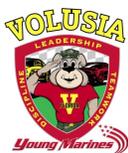
There are many, many amazing opportunities presented by this program, but they must be earned. Young Marines will get out of the program whatever they put into it. If a Young Marine wants to progress, work outside of drill is required.

It must also be understood that the Volusia Young Marines has a reputation – a very good one. It is expected that all Young Marines within the unit uphold – or exceed – that reputation.

Yes, the unit has high standards and that's a positive thing. As such:

**When in uniform, Young Marines are held to the following rules:**

- They wear the uniform properly, from the top of the cover to tucked-in boot laces and shiny toes.
- They follow grooming standards.
- They're on time – 15 minutes early is on time.
- They don't wear sunglasses in uniform
- They don't chew gum in uniform
- They don't rest their hands in their pockets while in uniform.
- They clean up after themselves – they leave places better than they find them.
- They use full sentences when asked a question.
- They use common courtesy (say please and thank you, push in chairs, clean up after themselves, answer properly, look people in the eye, say ma'am and sir, etc.).
- They shake hands properly: firm grip, maintain eye contact, shoulders square to other person, speak clearly
- They adhere to the rules of chivalry (hold doors, help people, etc.).
- They don't have tattoos that show in any YM uniform (including PT gear).
- They respond to emails, texts, and chats from those above them and below them in their chain of command.
- If Young Marines earn a title or a trip, they owe it back to the program, the unit, and their fellow YMs in the form of service: Share the knowledge they gained.
- Young Marines have integrity: They do the right thing even when they think no one is watching (but someone is *always* watching).
- They respect the flag, the country, the anthem, and the Pledge of Allegiance. They follow proper etiquette for all.
- If there is prayer before meals or events, they're not required to participate, but they must allow others their reverence.
- During YM events, meetings, and activities, cell phone use by Young Marines is not permitted unless expressly allowed for the performance of a specific task. Young Marines are expected to keep cell phones turned off if not collected by an AV.
- No tolerance on alcohol, drugs or drug paraphernalia
- No tolerance for violence, bullying, or abuse in any form, be it physical or verbal.

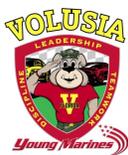


### *Behavior & Consequences*

Young Marines in our program are given every opportunity to make proper behavioral choices and decisions. They are held accountable for their actions. A Young Marine may be subject to disciplinary action for behavior that violates the Young Marines Obligation, Creed, and Code of Conduct. This applies to Young Marines, Recruits and Poolees.

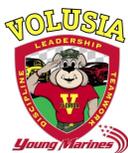
A tiered approach will be used for repeated behavior.

- 1) Counseled with at least two AVs present, at least one of the same sex. For example, if a female Young Marine is being counseled at least one female AV will be present.
  - a. The parent/guardian will be notified.
  - b. Counselling will be documented on the Administrative Remarks Log and/or Incident Report, depending on severity.
- 2) Meeting with Young Marine and parent/guardian to develop a corrective action plan.
- 3) Suspension from Young Marine unit activities.
- 4) Discharge.

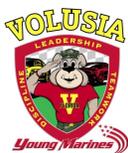


## PARENT REVIEW

1. **Sign-in and sign-out your YM for every activity:** Accounting for your missing child(ren) is stressful!
2. **Be on time:** Like other human beings, AVs have lives and need to leave, too.
3. **Remember, this is a volunteer program:** Every AV is responsible for program and unit requirements in addition to planning and executing unit activities, while also supporting full-time career and family commitments outside of volunteerism.
4. Please take **10 minutes once a year** to make sure you YM's annual physical is current.
5. **Communicate concerns with the unit staff in a timely and respectful manner:**
  - a. Read this, respond to emails, and monitor TeamReach for your benefit and the benefit of your Young Marine.
  - b. If things seem disorganized, help with solutions, not criticism.
  - c. Use the chain of command properly.
  - d. *Have as much patience with AVs as they have with you and your YMs.*
6. **Learn how the program works:**
  - a. Seek information.
  - b. Participate in all activities (directly or indirectly).
  - c. Support your Young Marine in all their endeavors.
  - d. Keep records on your Young Marine's accomplishments.
  - e. Keep tabs on requirements to support your Young Marine's career.
  - f. Let your Young Marine be responsible for their actions (good and bad).
7. **Do not interfere with Young Marines training unless life threatening.**
8. **Support the unit in any way possible:**
  - a. When you volunteer for a task, follow through.
  - b. Attend parent meetings.
  - c. Ask before doing.
9. **Lead by example:**
  - a. No tolerance on drugs or drug paraphernalia
  - b. Use of alcohol during Young Marine functions is strictly prohibited.
  - c. No tolerance for violence, bullying, or abuse in any form, be it physical or verbal.



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## Parent/Guardian & Young Marine Guidebook Acknowledgment of Receipt

I/We, \_\_\_\_\_ and \_\_\_\_\_, parent(s)/guardian(s) of \_\_\_\_\_, acknowledge that I/we am/are expected to support the Young Marine program to ensure the success of my/our Young Marine through execution and acknowledgement of the following items:

- We are required to ensure that our Young Marine has transportation to and from all drills and activities.
- I/we am/are required to sign my/our Young Marine in and out of all activities.
- I/we am/are required to attend parent meetings when held.
- My/Our Young Marine is expected to participate in unit fundraisers.
- My/Our Young Marine is required to give notice prior to absence, be it for a single drill or for an extended period due to sports, other outside activities, or personal reasons.
- I/we understand that following the chain-of-command will resolve issues promptly.
- I/we understand that Unit Dues of \$5 is due at every drill to cover snacks and lunch for that day.

By signing below:

We acknowledge that we have received a complete Parent/Guardian & Young Marine Guidebook which details the above items in addition to other important topics.

We acknowledge that we have read, accept, and will comply with the terms and conditions outlined and defined in the Parent/Guardian & Young Marine Guidebook.

We acknowledge that we have read the above statements and have received a copy of the Parent/Guardian & Young Marine Guidebook revised January 1<sup>st</sup>, 2026.

\_\_\_\_\_  
Parent/Guardian 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian 2 Signature (if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Young Marine / Recruit Signature

\_\_\_\_\_  
Date