

# COLUMBIA BASIN BATTALION SEA CADETS

## PARENTS HANDBOOK



**HONOR - COURAGE - COMMITMENT**

*UNITED STATES NAVAL SEA CADET CORPS*

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## **Welcome Aboard**

Welcome to the Columbia Basin Battalion Sea Cadets, this booklet is to provide a guide for parents during their child's time in our unit. As the parent of a Leaguer or Sea Cadet you will have many questions, hopefully this booklet will answer most of those questions or tell you where to find the answers. If you do not find a satisfactory answer please contact one of the Officers or Instructors and they will be glad to help you.

## **Cost**

The USNSCC requires a \$53 Insurance Fee; this is a yearly fee per cadet. Our Unit has a one time \$100 Initiation Fee to cover uniforms, flashes and unit operation cost. This can be paid in installments if necessary.

## **Drills**

Our drills are usually once a month on a Saturday from 0745 to 1500. Drills include PT (Physical Training), Classroom Training, Marching, and activities. The Plan of the Day includes the drill schedule. (Plan of the Day below)

Cadets should wear the appropriate uniform; bring their Sea Cadet ID card and their Binder. They should also bring their PT gear and a lunch unless otherwise specified in the Plan of the Day.

Cadets are required to attend 75% of the drills. Parents are encouraged drop off the cadet on time and to pick up their cadet within 15 minutes of drill end time

## **Website ([www.columbiabasinseacadets.org](http://www.columbiabasinseacadets.org))**

Our website is one of our main forms of communication; it includes the **Plan of the Month** and **Upcoming Events**. It is imperative that you and your cadet check it frequently.

### ***Plan of the Month***

The Plan of the Month includes the Plan of the Day for each event for that month information includes time, uniforms to wear and a schedule of the day's activities. It is very important that cadet read the POM as soon as they are notified and inform their parents. The unit will send out an email when the website POM is updated. Drills are normally scheduled for the Second Saturday of the month. The POM must be printed and placed in the cadet's binder prior to each drill.

***There is no excuse for not knowing the information in the POM.***

## ***Upcoming Events***

The unit sets drill dates for the coming year and any other events that we participate in. This is to give parents and cadets a chance to plan accordingly. Our drill schedule for fiscal year is listed, but may be subject to change due to operational commitments and coordination with other units or sponsor and events out of our control.

## ***Contacts***

This area has the listing for the Officers and Instructors and the unit contact information.

## **Proper Appearance**

A Sea Cadet's personal appearance is important to both the cadet and the unit. Cadets are expected to be clean and well groomed at all times. Uniforms are to be clean and pressed with all patches and name tapes attached securely in the proper position.

## ***Uniforms***

The unit will issue each cadet the required uniforms necessary to participate in the different activities. These uniforms are Navy surplus and are issued to cadets in the sizes we have available. These uniforms are design for adults and may not fit your child perfectly, some alterations may be required.

Upon on completion of the program or the cadet decides to leave the program early, they must return the uniforms.

Some items the unit does not provide are white t-shirts, black socks and athletic shoes. There are some occasions where the unit is unable to provide sizes to fit your cadet, it will be your responsibility to purchase these items if necessary.

## ***Grooming***

Cadets are to be groomed per Sea Cadet Standards.

Males: Hair must be short, above the ears, no sideburn and no facial hair. Nails trimmed even with the end of finger and clean. No earring to be worn, a religious medal may be worn if it is not visible.

Females: Hair must not fall below the bottom of the collar. If long, it must be put up and pinned flat against the head. No ponytails or braids. Makeup should be light and small silver ball earrings only. A religious medal may be worn if it is not visible. Fingernails may not be more than  $\frac{1}{4}$  inch past the end of finger.

See Uniform and Grooming Section for regulations.

## **Advancement**

Each Cadet or Leaguer must complete certain requirements in order to promote or attend advanced training see advancement chart on following page.

### ***Leaguer Manual***

Leaguers must complete the Leaguer Manual to promote. This manual is located on the Sea Cadet Training Portal website (<http://homeport.seacadets.org/dashboard.action>), click on the CADET ADVANCEMENT bar and then click on the NLCC Syllabus.

There are 5 Parts to the Syllabus, each part is separated into sections and at the end of each section is a set of practice question. When the Leaguer has completed each part they can contact one of the officers and ask to take the promotion test. The promotion test consists of 25 Questions taken from the practice questions and they must have a 70% or better to promote.

### ***Cadets Basic Military Requirements (BMRs)***

Cadets must complete the 15 BMR Assignments to promote, but at a minimum they must have BMR Assignments 1, 5, 6, 9 and 10 completed to qualify for Recruit Training. For a cadet to be successful in the program we recommend that Cadets complete 2 or more BMRs per drill.

This manual is located on the Sea Cadet Training Portal website (<http://homeport.seacadets.org/dashboard.action>), click on the CADET ADVANCEMENT bar and then on Basic Military Requirements. This will take you to the required Chapter Reading and the associated Assignments at the bottom of the page. The cadet will fill out a Bubble Sheet (Appendix B) for each assignment and then turn them over to an Officer for grading.

As the cadet advances they will be required to take the Seaman's Manual, Petty Officer Courses and Tests.

### ***Advanced Training***

Once a cadet has completed Recruit Training and the BMRs, they can take Advanced Trainings. A list of advanced trainings can be found on the Sea Cadet Training Portal website (<http://homeport.seacadets.org/dashboard.action>), click on the ADVANCED TRAINING bar, there will be a list for either Summer or Winter Training Schedule. Some of the advanced trainings require further training such as the Seaman or SeaBee course. These are located the same place as the BMRs. There is a fee for each of the advanced trainings and the transportation costs.

## ***Advancement Requirements***

### **NLCC Advancement Requirements**

| <b>RANK</b>       | <b>TIME IN RATE</b> | <b>TIME IN NLCC</b> | <b>TRAINING SYLLABUS</b> | <b>EXAM</b>     |
|-------------------|---------------------|---------------------|--------------------------|-----------------|
| <b>RECRUIT</b>    |                     |                     |                          |                 |
| <b>APPRENTICE</b> | <b>4 MONTHS</b>     | <b>4 MONTHS</b>     | <b>PART I</b>            | <b>PART I</b>   |
| <b>ABLE</b>       | <b>4 MONTHS</b>     | <b>8 MONTHS</b>     | <b>PART II</b>           | <b>PART II</b>  |
| <b>LC-4 (PO3)</b> | <b>4 MONTHS</b>     | <b>12 MONTHS</b>    | <b>PART III</b>          | <b>PART III</b> |
| <b>LC-5 (PO2)</b> | <b>6 MONTHS</b>     | <b>18 MONTHS</b>    | <b>PART IV</b>           | <b>PART IV</b>  |
| <b>LC-6 (PO1)</b> | <b>6 MONTHS</b>     | <b>24 MONTHS</b>    | <b>PART V</b>            | <b>PART V</b>   |

### **NSCC Advancement Requirements**

| <b>RANK</b>           | <b>MIN. TIME IN RATE</b> | <b>CORRESPONDENCE COURSE</b> | <b>EXAM</b> | <b>REQUIRED TRAINING</b>  | <b>PERSONNEL QUAL STRD</b>     |
|-----------------------|--------------------------|------------------------------|-------------|---------------------------|--------------------------------|
| <b>E-1 RECRUIT</b>    |                          |                              |             |                           |                                |
| <b>E-2 APPRENTICE</b> | <b>3 MONTHS</b>          | <b>BMR</b>                   | <b>NONE</b> | <b>NSCC RECRUIT</b>       | <b>NSCTM 2101 AFTER JAN 08</b> |
| <b>E-3 SN/AN/FN</b>   | <b>6 MONTHS</b>          | <b>** SN, AN, FN</b>         | <b>NONE</b> | <b>ADVANCED TRNG</b>      |                                |
| <b>E-4 (PO3)</b>      | <b>6 MONTHS</b>          | <b>COURSE 14504 PO3/PO2</b>  | <b>PO3</b>  | <b>ADVANCED TRNG</b>      |                                |
| <b>E-5 (PO2)</b>      | <b>6 MONTHS</b>          | <b>COURSE 14504 PO3/PO2</b>  | <b>PO2</b>  | <b>** POLA</b>            |                                |
| <b>E-6 (PO1)</b>      | <b>6 MONTHS</b>          | <b>COURSE 14145 PO1</b>      | <b>PO1</b>  | <b>ADVANCED TRNG</b>      |                                |
| <b>E-7 (CPO)</b>      | <b>6 MONTHS</b>          | <b>COURSE 14144 CPO</b>      | <b>NONE</b> | <b>** RTC STAFF CADET</b> |                                |

\*\*seaman airman or fireman manual, units unless attached to a air squadron complete the seaman manual

## **Ribbons and Awards**

There many awards and ribbons a cadet can earn, a list of these can be found on the Naval Sea Cadet Corps Resource (<http://resources.seacadets.org/main.html>) under Awards section and Awards Manual.

The cadet is required to keep track of their accomplishments toward the respective ribbon, i.e. hours of community service, number of color guards. When the cadet has reached the necessary requirements for the ribbon or award, they should report them to the Commanding Officer.

## **Leaguer Orientation**

Leaguer Orientation is a 7-9 day camp to indoctrinate leaguers into the Navy and Sea Cadets way of life. The leaguers will learn to march, swim qualification and many other activities.

## **Recruit Training**

First year cadets are recommended to attend a two week summer recruit training, which is normally located on a military base. Cadets normally refer to this as 'Boot Camp'. Recruit training is a similar to the Navy Boot Camp.