



NLCC
Lethbridge #50
Parent
Handbook

The image features a large, semi-transparent crest in the background. The crest is a shield-shaped emblem with a yellow border. At the top, it depicts a three-masted sailing ship. Below the ship, a banner contains the word 'LETHBRIDGE'. The central part of the shield shows a white dragon breathing fire, set against a light blue background. At the bottom of the shield, there is a red maple leaf. The text 'NLCC', 'Lethbridge #50', 'Parent', and 'Handbook' is overlaid on the crest in a large, black, serif font.

Welcome

Welcome to Navy League Cadet Corps Lethbridge. Most people read this booklet when their son or daughter joins the cadet program. This booklet serves as a guide to help parents and cadets understand the goals and expectation of the cadet program in Lethbridge and throughout the country.

The next few months will be filled with learning for both parents and cadets as you explore the realm of the regulations, customs and traditions on the Navy league. We understand that much of this information is new to you and perhaps, hard to understand. At Navy League we strive to instill a personal sense of honor, self confidence, self discipline, and self reliance in each of our cadets in a safe environment.

We understand that most parents immediately feel that their child may be too young to learn these lessons and feel their child may have difficulties living with the rules. However, it is our experience, and the experience of officers throughout Canada that this age group is the most easily taught these lessons and that, most often, they are lessons the child will carry throughout their lives.

It is completely normal to feel overwhelmed with information and to feel a little “lost”. Please know that we have an open-door policy and that you can speak directly with the Commanding Officer (the officer in charge of the corps) any time you like. If after reading through this guide you still have unanswered questions, please feel free to talk to the Commanding Officer.

The Commanding Officer is. You can reach him via email co.nlcclethbridge@gmail.com or by phone: 403-635-0073. You may also call the ship at 403-327-5547 anytime and leave a message. We are more than happy to help you with anything you need and answer any questions you may have.

Yours aye,

SLT (NL) Ian Mason
Commanding Officer
NLCC Lethbridge

Confidentiality

We keep all cadet and family information completely confidential in a locked filing cabinet. Phone number and emails are given to the officer and branch, for contact purposes only. The cadet's file will include their registration package, medical form, exams, and any other cadet paperwork that may be required.

If you have a special confidentiality needs, please speak to the CO.

Photos and Media

One of the pages in the registration package is a release form for photos and media. If you wish your cadet not to have their photo taken and/or printed, or for your cadet's photo, name or interview to be printed in any media, please ensure that you have filled out the appropriate boxes on the release form and that the CO is aware of your situation.

Custody

If you have specialized custody orders or other orders, please speak directly with the CO. Our primary goal is to keep all the cadets safe, so if you have specialized orders for who your cadet can and can't go with, please let the CO know. The CO will inform the other officers of your needs with as little information as possible.

Parental Support

You can do great deal to help your son/daughter become successful in the Navy League Program. The most important thing is to show and interest in their success and training and to support them during the year. There are many other ways that you can help them be successful. These include:

- Helping them organize their after school schedule so that there will be time for cadets and schoolwork
- Reminding them to look after their uniform on a weekly basis (washing, pressing, shining, etc)
- Including cadet activities such as weekend activities into the family calendar
- Trying to avoid conflict with major activities such as annual inspection
- Encouraging them to participate in corps teams and activities
- Being active with branch

The more they put into cadets, the more they will get out of it.

Costs

Currently there is no enrollment fee for joining the cadet program in Lethbridge. Costs parents may be responsible for however could include uniform parts not issued, cost of camps, trips, etc.

Uniforms

The corps will issue uniforms to cadets, to the best of our ability. Remember these uniforms are used uniforms and not all sizes are available. Parents are responsible for alterations as needed. If the cadet leaves the program, they must return their uniforms. Not all required items are issued, you may need to purchase grey/black socks, shoelaces, shoe polish.

Personal Grooming

Good grooming and personal appearance instills pride and self-confidence. All cadets are expected to be clean and well groomed at all times. Uniforms are expected to be clean and pressed with all badges attached securely in the proper position. Your cadet will be taught grooming customs and traditions early. You can help by being aware of the following standards and reminding your son/daughter that these are the grooming expectations while in uniform.

Son

- Hair must be neatly groomed, taper trimmed at the back, sides and above ears. At least 2.5 cm above the shirt collar.
- No bizarre or exaggerated appearance.
- Aboriginal Cadets, long hair is allowed, if below the lower edge of the shirt, hair shall be gathered with a small unadorned fastener of a color that blends with the hair. Single and double braids may be worn. Shall not extend below the top of the armpit.
- Only jewellery allowed is a wristwatch and medical alert identifier.
- No earrings to be worn

Daughter

- Hair shall be kept neatly groomed and shall not extend below the lower edge of the shirt collar.
- No bizarre or unusual colors are allowed.
- Hair ornaments if worn, should be as unobtrusive as possible.
- Single or double braids may be worn, secured at the end by a small unadorned fastener of a color that blends with the hair. Shall not extend below the top of armpit.
- Only jewellery allowed is a wristwatch, medical alert identifier.
- Earrings are allowed, a single pair of gold or silver stud, worn in the center of the earlobe.
- Only clear fingernail polish is allowed.

Promotions and Awards

Each Corps is allocated a certain number of cadet ranks based on the size of the corps.

Each Corps is allocated a certain number of Navy League awards and also our own local awards.

Promotions in the Navy League Cadet Program are based on merit.

In order to be considered for promotion, a cadet must first meet certain standards (attendance, training level completed, and exams.) These establish the minimum standards for promotions. Each corps normally sets additional standards for promotions (weekend training, dress, drill and deportment)

The decision to promote or present an award is made by the Commanding Officer in consultation with other officers.

These are the awards we normally give out

Betty Hargreaves Memorial Award – The Royal Canadian Legion Credit Union present this award to the best all around cadet.

Legion Ladies Auxiliary Best Dressed Cadet Award – this award is given to the cadet that consistently shows care and deportment of their uniform.

Doram Award – Mark Doram, a former Commanding Officer, created this award for the cadet who displays the most dedication to the cadet movement.

Gardiner Family Award- is presented to a cadet who believes in the cadet movement, attends parades regularly, but is not always recognized for their efforts.

Titsing Family Memorial Award – is presented to a cadet who has applied themselves and shown the greatest amount of improvement from the beginning of the training year. The Titsing family, who has been long time supporters of the Navy League of Lethbridge present this award.

The Lethbridge Branch Award – The Branch President presents this award to the best overall senior cadet.

Commanding Officer's Award – is presented by the CO to a Jr cadet who has applied themselves to the Cadet Philosophy and has benefited by the Corps.

Executive Officer's Award – is an award presented to a cadet who displays “Esprit des Corps” or team spirit.

Attendance- Perfect -0 absences, Gold- 1 absence Silver – 2 absence and Bronze -1 absence. You must be a cadet by Remembrance Day to qualify for this award.

Getting Involved

Volunteer

We occasionally use adult volunteers for driving.

Civilian Instructor

If you can devote time on a regular basis to the Corps, or if you have special skills you could become a Civilian Instructor. Civilian Instructors are considered part of the staff complement of a Corps.

Become an Officer

Officers must be able to attend regularly (both regular parade nights and weekend activities) as well as attend training courses offered (weekend in Oct, weekend in Mar). Uniforms are supplied.

Join the Branch

Each Corps has a branch. The branch provides support for the Corps and is involved with fund raising, providing facilities and prompting the Corps activities. The branch members usually meet monthly. If you have skills (accounting, fund raising, public relations, etc) or if you would like to help but have less available time to commit and you think you might be useful to the branch, contact the branch president.

Assist at Bingo or Casino

Each month we require volunteers for our sponsored bingo. It takes between 17-20 volunteers to fill all the positions for the bingo and we do ask out parents to volunteer. This is our main fund raising to keep the Corps running, activities, and membership costs low.

We have a casino every couple years and will need help with that also.

Help with Fundraising

NLCC Lethbridge actively fundraises to keep costs for help with extra training and special events to a minimum.

Any adult who wishes to work with the Cadets must be registered and screened by the branch. This process includes a reference check and a criminal records check. No volunteer will be permitted to work alone with the cadets until a six month probationary term has been served and documented.

If you have any questions about the above please see the Commanding Officer.