



Greater Cleveland Young Marines

5572 Smith Road
Brookpark, OH 44142
216.373.1410

TO: Young Marines, Unit Staff and Support Staff

DATE: March 3, 2010

Procedure: Young Marine Pickup and Drop-off Procedure

Changes:

This policy is in effect as of March 3, 2010 and will remain in effect until further notice is provided in writing by the Commanding Officer.

Objective

To provide for the safety of our Young Marines during any regular drill, event/community service, camp or any outing in which the unit is responsible.

Check In

Young Marine is to be checked in by a parent/guardian or other authorized adult by signing the roster located inside the entrance or outside (weather permitting).

Check Out

Young Marine is to be signed out by a Parent/Guardian or other authorized adult after final formation. Under no circumstance is a Young Marine to be dismissed from the property until he/she has been signed out.

We will go on the Young Marines word on who they can be signed out by unless the parent/guardian has provided a list, in writing and signed, of who is authorized to pick them up.

If the Young Marine walks or drives to regular drill, event/community service, camp or any outing a letter signed by the parent/guardian is required stating that their Young Marine is permitted to sign him/her self out.

William Taylor
Commanding Officer
Greater Cleveland Young Marines

Rev 3/3/10