

British Caving Association

How to book onto a course

Register with scheme

All candidates wishing to book onto a training or assessment course must be registered with the LCMLA & CIC award scheme. Candidates need only register once, for which there is a one-off fee for both the Local Cave and Mine Leader Award and Cave Instructor Certificate schemes. To register;

- Click here: <https://britishcaving.justgo.com/> and sign up
- Click on "Membership" and purchase LCMLA/CIC Scheme Membership
- A video which walks candidates through the sign-up process available here: <https://youtu.be/jo9IuUmx5FY>

Register for a course

Courses are delivered by Trainer/Assessors following the award scheme syllabus. Trainer/Assessors must register all courses with the Qualification Management System (QMS), however in some cases may choose not to advertise the course publicly on the system.

Candidates can only book onto a course if the pre-requisites are met.

Book onto a course through the Qualification Management System

- Log onto the QMS: <https://britishcaving.justgo.com/>
- Find a course
 - Click on Events & Courses
 - Select course type then region
 - Select a course
 - Click "Add to cart" (note in most cases candidates are unable to book onto a course if they do not meet the pre-requisites)
 - **Follow the payment method, even though the payment will be zero, and complete the order**

Book onto a course direct with a Trainer/Assessor

If booking directly with a Trainer/Assessor, or for courses not advertised on the system, candidates will need to provide the following details (in the same format registered with the QMS) to the Trainer/Assessor so that they can manually add candidates to the course:

- First Name
- Last Name
- Membership Number (note this starts with ME)
- Date of Birth

In both cases, once booked onto a course the Trainer/Assessor will contact candidates with joining instructions, booking conditions and invoicing details.

Please be aware that Trainer/Assessors may remove candidates from a course if the Trainer/Assessors bookings terms and conditions are not met.

British Caving Association Local Cave Leader Training

Training courses are aimed at cavers who aspire to be leaders in horizontal cave systems.

Pre-requisites

Register with the scheme

A minimum of 12 caving trips although at the discretion of the Trainer a candidate can be accepted with less experience.

Course Overview

A two-day (16 hours) training course with a ratio of 1 trainer to 6 candidates. At least 6 hours should be spent underground. The training course can be undertaken in any region.

The training course will have some elements of personal skill development, however, will primarily focus on leadership skills and techniques appropriate for leading groups within the remit of this award. It assumes candidates will have the basic level of competence in caving.

The training course will cover the key areas of the assessment syllabus listed below, with a tailored focus on areas candidates typically have difficulty with or identify with the Trainer/Assessor as requiring further input. QMC have prepared some resources that may support a candidate, these are available on the BCA website.

Trainer/Assessors may offer resources and guidance for a candidate to help further their knowledge however candidates are encouraged to familiarize themselves with the syllabus prior to attending a training course so they can identify areas they are unfamiliar with and address these with their trainer.

Resource Links

- [Cave & Mine Leader: Ropework](#)
- [Weather and its Effects on Caves](#)
- [Cave & Mine Leader: Water Safety](#)
- [Cave Emergency Card](#)
- [Long Churn Flash Flood Presentation](#)
- [Hydrology of Goydon Pot and Manchester Hole](#)
- [Radon Underground Document](#)
- [Radon Underground Training Module](#)
- [Caving Belts](#)

Syllabus

The assessment criteria for the Core Skills and Group Day is available here, the training course should cover the key areas of the assessment criteria although candidates will be required to further their understanding prior to assessment.

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Exemption From Attendance on a Training Course

Experienced cavers who already have substantial experience of personal caving and leading and supervising groups on caving trips may seek exemption from attendance on a training course. Exemption requests should be made via the QMCs Training Administrator via the QMS "Enquires".

There is no exemption for the assessment modules.

Your Next Step

Once a candidate has satisfied themselves that they are ready to be assessed, they will need to identify the caves they plan to lead groups in, and ensure they are thoroughly familiar with those venues in a range of weather conditions.

Candidates will also need to have logged the minimum pre-requisite personal exploration experience outlined below. Note this pre-requisite experience can include trips prior to the candidates training course.

As a guide, the minimum experience expected is:

- At least one-year's caving with at least 30 trips in at least 10 different systems across at least 2 different regions, **including 5 quality trips**.
- A proportion of these should be as a leader under supervision.
- Some trips may be above and beyond the remit of the award

A **quality trip** should satisfy at least 4 of the following criteria

- Exploration of a new route or cave (new to the candidate that is),
- Incorporates at least 4 to 5 hours of underground exploration.
- An experience that develops an individual's caving knowledge, skills and awareness.
- Incorporates cave exploration skills above the level of the remit of the award.
- Of the candidates own making i.e. the candidate is to lead the trip, or it is one done with peers and not led by an external source.
- Involves the application of vertical skills, digging or exploration.
- Exploration of a cave system with a streamway that responds to rainfall.
- Candidates are to nominate 5 logged trips as quality days and justify this selection to the Trainer/Assessor using the above criteria.

The assessment process is split into two stages, a Core Skills Assessment which can be taken in any region however cannot be assessed by the Trainer/Assessor who delivered the candidates training and a Group Day Assessment, which cannot be delivered by the Trainer/Assessor who assessed the Core Skills Assessment and must be taken in one of the regions the candidate intends to lead groups in.

Candidates should approach a Trainer/Assessor independently to book an assessment. A list of Trainer/Assessors and their contact details can be [found by clicking here](#).

Core Skills and Group Day Checklists are provided below:

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Pre-trip checks	
Weather forecast & source	
Water levels and fluctuations – recent rainfall / catchment areas relevant to all regions.	
Effects of bad weather – surface	
Access procedures	
Conservation awareness – surface	
Destination notes	
Cave rescue call out procedure	
Guidebook / survey information	
Helmet / belts / boots – suitability	
Clothing – suitability for wet / dry venues	
Lighting – suitability / duration	
Technical gear – suitability / limitations / rope / krab / sling / cowstails	

Underground emergency gear	
Spare lighting – suitability / duration	
First aid kit	
Survival – shelter / warmth	
Emergency Food	
Knife	
Writing material	

Conservation & access	
General	
Public Relations	

Underground hazards	
Pollution	
Weill's Disease	
Radon Gas including BCA Radon training	
Loose / Slippery Rocks	
Holes	
Deep / Fast Water	
Awareness of Flooding – speed of / likely effects	
Evidence of cave's reaction to Flooding	

Cave environment	
Basic Surface Geology / Topography / Karst features	
Cave Development / Bedding & Joints / Passage Shapes	
Cave Deposits	
Temperatures / Draughts	
Flora & Fauna	
Fossils	
Formations (speleothems)	

Technical skills	
Underground movement skills – over a variety of passage types	
Underground navigation / Survey interpretation	
Selection and use of suitable Belay Points (natural and artificial including bolts)	
Suitable Knots eg Fig 8, Alpine Butterfly, Bowline and Italian Hitch	
Lifeline using Italian Hitch / Slings / Krabs etc	
Assisted Handline	
Traverse line	
Handlines – limitations / position of leader/spotting	
Unprotected Climbs – position of leader	
Use of Fixed Aids – chains / ladders / ropes	
Communications / Group Management	
Leadership / Judgement	

Accident & emergency procedures	
Incident Management/Plan of Action	
Assessment / First Aid Treatment / Difficulty of Rescue/ Common Rescue Incidents	
Rescue Call Out	
Hypothermia – Awareness / Treatment / Action	
Light Failure	
Cancellation of Destination Note	
Overdue Problems	
Access to Dry Clothing	

Local Cave Leader Group Day Assessment Assessor Checklist



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Suitability of Venue & Trip for group	
Pre trip checks eg insurance, AALS, Aims, medicals, Destination notes	
Weather Conditions / Water Levels / Flood Awareness	
Compliance with Access Procedures	
Surface Navigation (same venue in bad weather?) / Care of Groups en-route to Venue	
Suitability of Clothing & Personal Equipment of Group	

Vertical aspects	
Appropriateness of technical equipment	
Protection of group on steep ground with and without a rope	
Suitability and effectiveness of technique for descent / ascent	
Own progression	

Leadership Style / Rapport / Sensitivity to Group	
Effectiveness of Party Management / Group Control & Safety	
Education / Conservation / History etc	
Suitability of Group Briefings (Technical, Educational, Information, Hazards)	
Use of Assistant Leader(s) if appropriate	
Appropriate Emergency Kit & Rescue	
Call Out	
Organization & Running of the day	
Duty of care	