

# 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 through the Qualification Management System (QMS). 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**
- BCA Membership is optional (annual fee)
- Videos supporting the use of the QMS are available here: <https://tinyurl.com/QMSSupport>

### Register for a course

Courses are delivered by approved BCA Trainer/Assessors in line with the award-scheme syllabus. All courses must be registered on the QMS. Courses may be **open**, advertised publicly on the QMS with booking via the Events & Courses area, or **closed**, arranged privately with candidates registering directly with the Trainer/Assessor.

Candidates may only book if they meet the stated prerequisites.

### Book onto an open 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
  - Find and 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 closed 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.**

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## Local Cave to Mine Leader Training

### Aims of the LCMLA Scheme

The Local Cave and Mine Leader Award (LCMLA) is managed by the British Caving Association (BCA). The scheme provides an award recognising the competence of those taking responsibility for others underground, for the benefit of employers, providers and others in positions of responsibility. Through a nationally administered syllabus reflecting current good practice, supported by a robust training and assessment framework, the scheme promotes consistent standards of leadership, judgement and technical competence, while placing equal importance on participant safety and the conservation of fragile underground environments.

The **Local Cave to Mine Training** course is appropriate for those who have already completed their Cave Leader training and aspire to lead groups in approved mine systems/ routes as well as caves.

### Pre-requisites

- Register with the scheme/ QMS
- Completed the Cave Leader Training course
- A minimum of 12 mine exploration trips, although at the discretion of the Trainer, a candidate can be accepted with less experience.

### Course Overview

This one-day training course can be delivered to up to six candidates by one Trainer/Assessor. The course may be delivered in any region; however, candidates may find it beneficial to attend a course in a region in which they plan to work. The course would normally involve a combination of surface-based theory sessions together with at least one underground trip.

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 mine exploration.

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

- [LCMLA Flowchart](#)
- [Mine Terminology](#)
- [Cave & Mine Leader: Ropework](#)
- [Cave & Mine Leader: Water Safety](#)
- [Weather and its Effects on Caves](#)

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- [Cave Emergency Card](#)
- [Radon Underground Document](#)
- [Radon Underground Training Module](#)
- [Caving Belts](#)

## Syllabus

The full checklist used by Trainer/ Assessors which forms the syllabus for the **Cave to Mine Assessment** is provided below, the training course should cover the key areas of the assessment criteria although candidates will be required to further their understanding prior to assessment.

## Exemption From Attendance on a Training Course

Experienced cavers/mine explorers who already have substantial experience of personal caving/mine exploration and leading and supervising groups on underground 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 mines 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 mine exploration with at least 30 trips including **5 quality trips** in mines of different types, i.e. metal, stone and /or slate
- 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 mine (new to the candidate that is),
- Incorporates at least 4 to 5 hours of underground exploration.
- An experience that develops an individual's mine exploration knowledge, skills and awareness.
- Incorporates mine 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 mine systems 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.

Candidates may choose to follow the Cave to Mine assessment process (outlined below), the full Mine Leader assessment process or combined Cave and Mine Leader assessment process. The applicable syllabus documents for these pathways are

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available to download from the BCAs website: <https://british-caving.org.uk/our-work/training/leadership-awards/lcmla/>

The assessment must be undertaken in one of the regions in which the candidate wishes to lead groups. The assessment cannot be delivered by the Trainer/Assessor who provided the Cave to Mine training. The assessment is split into two stages:

- **Site List Assessment;** Typically, a paper-based exercise completed by the candidate in their own time prior to the practical assessment. The Trainer/Assessor must be satisfied that the candidate has a thorough understanding of the venues included on their proposed site list.
- **Practical Assessment;** Conducted in a suitable underground venue chosen by the Trainer/ Assessor reflecting the upper end of the sites on the candidates proposed list

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](#).

## First Aid Requirements

In order for an award to be considered valid, candidates must hold a current and appropriate First Aid qualification.

To meet the required standard, a First Aid course should:

- Have a **minimum duration of two days (typically 16 hours)** instruction
- **Include a formal assessment** component
- Be **relevant to working in outdoor and adventurous** environments

While the BCA/QMC does not endorse specific First Aid courses or providers, candidates are encouraged to consult the [Health and Safety Executive \(HSE\)](#) website for guidance in selecting a course that meets the necessary standards and is appropriate for outdoor and adventurous settings.

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## Local Cave to Mine Leader Assessment Assessor Checklist

<b>Pre-trip checks</b>	
Weather forecast & source	
Water levels and fluctuations - effects of recent rainfall/ types of catchment areas (all regions)	
Effects of bad weather - surface	
Effects of bad weather - underground	
Access procedures	
Destination notes and call out procedure/ information	
Inspection reports/ mine plans/ information sources	
Suitability of personal equipment - helmet/ belt /footwear	
Suitability of personal clothing for proposed trip	
Suitability of personal lighting	
Suitable technical equipment – e.g. rope/ krabs/ cowstalls and pre-use checks	

<b>Underground emergency gear</b>	
Spare lighting - suitability/ duration	
First aid kit, medication and storage	
Warmth - shelter/ spare clothing	
Emergency food	
Knife	
Writing material	

<b>Conservation &amp; history</b>	
Due diligence to both mine and surface artifacts, minerals and formations throughout the day	
Working methods <i>based on site list</i>	
Minerals obtained <i>based on site list</i>	

<b>Surface hazards (regional), e.g.</b>	
Shaft tops & ginging	
Spoil heaps	
Unconsolidated slime dams	

<b>Mine Hazards (regional), e.g.</b>	
Entrances & adits	
Roof supports/ stemples	
False floors	
Stacked deads	

<b>Mine hazards cont. (general)</b>	
Pollution/ dumped chemicals	
Weil's disease/ potential infections	
Radon (see <a href="#">Radon training module</a> )	
Poor/ bad air	
Slippery/ loose/ fragile rocks	
Falls from heights/ shafts/ edges	
Deep/ fast moving water	
Awareness of mine flooding - speed/ likely effects	

<b>Technical skills (*at least one of...)</b>	
Underground movement skills – over a variety of passage types	
Underground navigation/ survey interpretation	
Anchor selection - natural and artificial, including pre use inspection	
Knots - alpine butterfly, bowline, figure of 8, Italian hitch	
<i>*Lifeline with Italian hitch - rigging, client management, leader position, technique and limitations, or</i>	
<i>*Assisted handline - rigging, client management, leader position, technique and limitations, or</i>	
<i>*Traverse - rigging, client management, leader position, technique and limitations.</i>	
Spotting of short climbs - client management, leader position, technique and limitations	
Use of fixed aids (e.g. ladders, chains, ropes) - pre use inspection, limitations	
Communications/ group management	
Leadership/ judgement	

<b>Accident &amp; emergency procedures</b>	
Incident management/ plan of action	
First aid treatment/ options	
Understanding of difficulty in rescue/ common rescue incidents	
How to call out cave/ mine rescue	
Hypothermia - awareness/ treatment/ actions	
Light failure	

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## Local Mine to Cave Leader Assessment Assessor Checklist

<b>Pre-trip planning and organisation</b>	
Suitable risk assessments and local knowledge provided for each mine of the candidate's proposed list	
Pre trip administration - insurance/ risk assessments/ medical details/ consent/ AALA requirements	
Trip plan/ destination, call out information and procedure	
Interpretation of mine inspection reports	
Duty of care/ legal obligations/ responsibility to group and others	

<b>Trip delivery</b>	
Interpretation on surface infrastructure relating to the mine	
Explanation of mining processes and artifacts/ infrastructure found underground	
Due consideration to others using the venue (if applicable)	