

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.azolve.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.azolve.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 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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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](#)

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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Core Skills Assessment Checklist

Pre-trip checks

Weather Forecast & Sources
Water Levels and Fluctuations – recent rainfall / catchment areas
Effects of Bad Weather – surface
Access Procedures
Conservation Awareness – surface
Destination Notes
Cave Rescue Call Out Procedure
Guidebook / Survey Information
Navigation – surface
Clothing – suitability for wet / dry venues
Helmet / Belt / Boots – suitability
Lighting – suitability / duration / maintenance etc
Technical Gear – suitability / limitations / maintenance of rope / krabs / sling etc

Underground emergency gear

Spare Lighting – suitability / duration
First Aid Kit
Emergency Food
Survival – shelter / warmth
Knife
Writing Material

Underground hazards

Pollution
Weil's Disease
Radon Gas
Loose / Slippery Rocks
Holes
Deep / Fast Water
Awareness of Flooding – speed of / likely effects
Evidence of cave's reaction to Flooding
Difficulty of Rescue
Statistics / Common Rescue Incidents

Conservation & access

Site Specific
General
Public Relations

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

Surface navigation in Poor Visibility / Darkness
Underground movement skills – over a variety of passage types
Underground navigation / Survey interpretation / Timing
Suitable Knots
Selection and use of suitable Belay Points (natural and artificial including bolts)
Lifelining rope only
Lifeline using Italian Hitch / Slings / Krabs etc
Assisted Handline / Hoist
Traverse
Improvised Harness – rope only / other
Handlines – limitations / position of leader
Unprotected Climbs – position of leader
Use of Fixed Aids – chains / ladders / ropes
Communications / Group Management
Leadership / Judgement

Accident & emergency procedures

Incident Management
Assessment / First Aid Treatment / Plan of Action
Rescue Call Out
Hypothermia – Awareness / Treatment / Action
Light Failure
Cancellation of Destination Note
Overdue Problems
Access to Dry Clothing

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Group Day Assessment Checklist

<p>Suitability of Venue & Trip for group Weather Conditions / Water Levels / Flood Awareness Compliance with Access Procedures Surface Navigation / Care of Groups en-route to Venue Suitability of Clothing & Personal Equipment of Group</p> <p>Vertical aspects Appropriateness of technical equipment Protection of group on scrambles with and without a rope Suitability and effectiveness of technique for descent / ascent Own progression</p>	<p>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 Day Duty of care</p>
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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.

Your Next Step

Once a candidate has satisfied themselves that they are ready to be assessed, they can present themselves to a Cave Leader Trainer/Assessor provided the minimum personal exploration experience had been achieved.