



Module objectives

This module gives the student experience of acting as a Snorkel Dive Manager at a site unknown to the student. The student is coached by the instructor where needed. The student should be fully taking on the role of Snorkel Dive Manager, where needed the instructor should coach them to improve their performance or knowledge, help the student better understand what they are doing, or to remind them to carry out certain activities.

Achievement targets

At the end of this module students should be confident in the following activities for a site unknown to the student:

- Planning a snorkelling session and risk assessment,
- Conduct on-site risk assessment,
- Plan and deliver a brief and debrief,
- Post snorkel dive activities,
- Acting as lead snorkel diver,
- Managing an emergency.

Equipment needed

For this module the instructor and each student will need the following equipment:

- Basic equipment (mask, fins and snorkel)
- Appropriate protective clothing, such as a wetsuit or drysuit complete with boots, hood and gloves, Weight belt, weight



harness or BC integrated-weight system and weights

- Snorkel vest
- Slate / waterproof notebook and pencil

Duration

It is expected that this lesson will be run as an initial dry planning session which would be expected to last around one hour. This would then be followed by a session run at a site where open water snorkelling can take place. It is expected that this would be a full day session with the student needing to act as Snorkel Dive Manager (Part 2) and Lead Snorkel Diver (Part 3 & 4).

While the one student is in-water acting as Lead Snorkel Diver (Part 3) another trainee Snorkel Dive Manager could be completing Part 2 of the lesson.

Pre-requisites

Students should have completed the Advanced Snorkel Diver qualification, hold the Advanced Snorkel Lifesaver Award and completed Modules 1, 2 and 3 of Snorkel Dive Manager.

Contributes to

This module contributes to the following qualifications / awards:

- Snorkel Dive Manager

Validity

This module remains valid for life.

Instructor Requirements

The lead instructor should be an Advanced Snorkel Instructor or higher. Any BSAC SCUBA Qualified Instructor, or assistant instructor supervised as specified in the DTP guidance notes, can teach the lesson. All instructors should have rehearsed and mastered the practical skills, with other instructors before teaching / supervising other students.

Student: Instructor ratio

For practical sessions appropriate surface support is required and there should be a maximum of two students to one instructor.

Open Water Venue

This module will require a site with which the students are not familiar. 5-20m. The site may be known to other snorkel divers but the students should not have participated in snorkel or scuba activities at the location before.

Open Water Dive Structure

This module is structured around the planning, management and participation in open water snorkel activities for a group. A minimum of two pairs of snorkel divers (one of which can include the student) are needed for this lesson. For the student to gain full experience from the lesson only one student should be acting as Snorkel Dive Manager (SDM) for each session. Where there is more than one student wishing to complete the lesson at least two snorkel dives must take place, each student must fully participate in all of the dry activities and the instructor should take the opportunity to teach the handover process between the two students.

The site used should be one unknown to the student i.e. they should not have been involved in snorkel dive activities to that location before (either as a participant or organiser.) The site can be one familiar to others in the branch.

1. Pre-dive activities

- Planning session (site selection, tides, weather, entry, exit etc)
- Writing risk assessment
- Planning SDM brief based around SEEDS

2. On-site risk assessment

On-site risk assessment, process documenting issues observed. Instructor and student visualise other issues that may arise in RA on other sites. Update the SDM brief to cover any additional points.

3. Acting as Snorkel Dive Manager

The student acts as Snorkel Dive Manager:

- Delivering the Snorkel Dive Manager brief as prepared in the planning session and during the on-site risk assessment
- Managing snorkel divers kitting up and briefing
- Receiving and recording plans from snorkel divers
- Monitoring snorkel divers from shore
- Receiving reports from snorkel divers and recording information
- Handing over to next Snorkel Dive Manager
- Delegating appropriate tasks to the assistant dive manager

4. Acting as Lead Snorkel Diver

The student should participate in a snorkel activity managed by another snorkel diver (where appropriate this can be another trainee Snorkel Dive Manager).

5. Dealing with an emergency

Instructor to introduce some element of emergency response and the student should deal with it appropriately.

Part 1: Dry Skills – Planning session

A large portion of the skills for this module will take place away from the water. These will need to be structured as a planning session in advance and an on-site pre-dive session. Where two students will be involved in the management of the day's activities they should each be fully involved in the planning process and the instructor should be happy that either student could independently plan open water snorkel diving activities.

1. Planning an open water snorkel diving activities

The planning session should cover site selection, tides, weather, entry, exit etc. The planning should be led by the student, with instructor coaching where needed. The activities should cover at least two snorkel dives one of which the student remains dry as the manager and the other on which they will act as lead snorkel diver.

The planning should focus on the considerations for planning activities at a site unknown to the student. The instructor should ensure they make full use of sources of information and planning tools available to them (websites, magazines, other branch members, skippers, tide tables, charts etc.)

In particular the student should carry out appropriate research to gain as much familiarity as possible with the site, this may include:

- General internet research;
- Consulting local or branch knowledge;
- Consulting magazines and dive guides;
- Checking and confirming facilities available.

2. Prepare a risk assessment

The student should then work through the production of a risk assessment for the activities. The student should visualise the day's activities and identify possible risks and documenting the management of these. Where there are gaps the instructor should coach the student to ensure that all risks are covered. The instructor should guide the student to consider things that may need to be considered as a result of the site being unfamiliar to them. This will make the on-site risk assessment particularly important.

In particular the following should be covered:

- Entry and exit consideration;
- Facilities available – water, shelter, parking;
- Emergency vehicle access;
- Emergency contact procedure – phone / mobile phone signal.

3. Prepare a Snorkel Dive Manager SEEDS brief

The student should then work through the production of a SEEDS brief for the activities. The brief should cover any points identified in the risk assessment that the snorkel divers need to be aware of. In particular it should cover any issues relating to an unfamiliar site. The student should

have a list of any additional information that they may need to find once they arrive on site.

- **Safety**
Highlight sites hazards and usual considerations such as fitness to dive. As the site may be unfamiliar to many in the group the site should be thoroughly briefed.
- **Equipment**
Ensure that the snorkel divers have basic equipment. Brief snorkel divers on the use of any shot lines to be used in the execution of this module.
- **Exercise**
Ensure that the snorkel divers fully understand the objectives of dive and any tasks to be carried out.
- **Discipline**
Brief the snorkel divers on how you wish them to work together and how the dives will be managed.
- **Signals**
Remind snorkel divers of basic and instructional signals, including any additional signals that will be used to point out items of interest. Include surface to shore signals.

At the end of the session the student should have a dive plan, including SEEDS brief and risk assessment for the activities that they will be acting as Snorkel Dive Manager for. The instructor should ensure that the student writes the brief down and delivers it using the planned structure.

Part 2: Dry Skills – Acting as Snorkel Dive Manager

Once on site the student should act as Snorkel Dive Manager. The instructor should allow the student as much control as possible while ensuring that the activity remains safe. The instructor should take teaching opportunities where relevant to take advantage of on the day situations (kit problems etc.) or to coach the student through errors or omissions, in particular they should coach the student to familiarise themselves with the site as much as possible and conduct a visualisation exercise to identify any potential areas for concern. Where appropriate the instructor should demonstrate and provide the student with an opportunity to mimic. Although the student is performing the role of SDM, the instructor should remember that they retain responsibility for the safety of all snorkel divers.

1. On-site risk assessment

On arrival on-site the student should perform an on-site risk assessment. They should work through any potential issues (weather, conditions, snorkel divers) documenting issues observed. The student should then make any changes or additions to the planned brief as needed.

Instructor and student visualise other issues that may arise at the site due to its unknown nature. Now on-site the instructor should coach the student to consider any adaptations they may need to make to the plan.

2. Snorkel Dive Manager SEEDS Brief

Student to deliver brief prepared

3. Receiving and recording plans from snorkel divers

Snorkel divers to provide their plans to the student Snorkel Dive Manager who should record them and review them in terms of depth, time and buddy management. If any part of the plan is unclear they should ask questions to ensure that they have all of the relevant information. Where the delivered plan is insufficient or the student is not asking appropriate questions the instructor should step in to ensure all relevant information is collected.

The information collected should include:

- How long each buddy pair is planning to snorkel dive for;
- Expected depths;
- Any planned training activities carried out;
- Any safety equipment being carried.

The SDM should ensure that the plans take account of the site and the conditions and that they are happy to manage the activities that the snorkel divers wish to carry out.

Where a standard template is routinely used by a branch the instructor should ensure that the student understands what information is collected and why. Where this is not the case the student should be encouraged to devise an appropriate system for collecting data.

4. Managing snorkel divers kitting up and briefing

Student to manage the timeline in terms of getting snorkel divers into the water in a safe but timely manner. Where issues arise the instructor should take opportunities to coach their resolution and should do their best to ensure things remain on track without taking over. As the site is unfamiliar it is important that the snorkel divers are comfortable with the site and the

conditions for their planning and the SDM should take responsibility for this.

5. **Monitoring snorkel divers from shore**

Student to monitor the snorkel activities to discuss what is currently going on. They should make use of visualisation to discuss what is currently going on, what is expected to happen and visualise some actions that may need to be taken.

The instructor should coach the student to identify any points which arise which were not identified in the planning and have been added to consideration as a result of experiencing the site. The student should gain an understanding of the increased level of dynamic risk assessment on an unknown site given that it is more difficult to predict how the day may unfold.

If another student is undertaking the Lead Snorkel Diver part of the lesson then an in-water emergency will take place during the session that the student SDM should be aware of and provide any assistance required by the Lead Snorkel Diver. This should also be covered in the debrief.

Where no other students are involved the instructor should verbalise some possible scenarios as detailed in the Lead Snorkel Diver section. The student should discuss what they would expect to see and what response might be needed from them.

While monitoring the snorkel divers the SDM should be aware of:

- Snorkel divers expected return times;
- Ensuring adequate surface cover at all times;
- Identifying and supporting and incidents or issues.

6. **Receiving reports from snorkel divers and recording information**

Once snorkel diving activities are complete, snorkel divers should report back to the student Snorkel Dive Manager, providing them with details of what they did and any problems encountered. Data should be recorded and the instructor should ensure that the student asks any questions necessary to gather a complete picture of the activities, including any training activities carried out and issues that occurred.

The instructor should coach the student to adapt the plan if necessary based on reports from snorkel divers. The student should ensure that any changes are clearly communicated to all snorkel divers.

7. Debriefing sessions and handing over to next Snorkel Dive Manager

A debrief for the session should be prepared in the form of REAP. This can be used to debrief the Snorkel Divers and act as a handover to the next Snorkel Dive Manager.

Student should conduct debrief using the REAP format based on activities

- **Review**
Remind the snorkel divers what happened on the dive and areas that were achieved and any that were less successful.
- **Encourage**
Check that all snorkel divers have enjoyed the dive and remind them of both interesting features/life that they saw.
- **Assess**
Review their performances, both generally during the dive and of any specific activities, highlighting areas of good performance and offering constructive criticism where necessary.
- **Preview**
Encourage practise and then comment on what happens next. Where things have been learnt about the site from the first group of snorkel divers this should be included here to inform the next session.

8. Post-snorkel activities

Student SDM to carry out thorough post-snorkel activities with coaching and intervention from the instructor where needed

Well-being checks, snorkel divers safe and collected, clear up group kit, recording of details.

Collation of any useful data relating to activities on an unknown site.

Part 3: Open Water Skills: Acting as Lead Snorkel Diver

Student to act as lead snorkel diver in the water, the instructor should be in a position where they can coach the student if needed or make use of any opportunities presented to teach additional skills relating to the snorkel dive. This should include:

1. Snorkel SEEDS brief

Student prepares the SEEDS brief under instructor guidance. Ensure all the

elements of a 'SEEDS' brief are covered. The student should deliver the brief to the snorkel divers. The instructor should ensure that the student makes use of a slate.

2. Report dive plan to Snorkel Dive Manager

The student should provide their plan including: expected depth, duration and dive details to the Snorkel Dive Manager. The plan should include appropriate consideration of it being an unknown site, including entry, exit and expected conditions.

3. Kit up and entry

Student acts as senior buddy in pair for kitting up and entry (assist junior snorkel diver as necessary, buddy check, snorkel vest and surface marker buoy (SMB) and line). As site is unknown student should ensure they are confident with the entry and exit before briefing junior snorkel diver.

- Fit Protective Clothing: Monitor and assist students where necessary as they put on their suits. Ensure buddy practices are observed and that dry suit zips are correctly closed (if worn).
- Kit-up and check equipment
- Entry; Conduct an entry appropriate to the site and conditions as determined in the planning session with the student.

4. In-water - Act as Lead Snorkel Diver:

- Dive and skills: To keep the session interesting a short exploratory snorkel should be conducted. This should ideally be 10-20 minutes duration to a maximum depth of 20m. The student should act as lead snorkel diver for the dive. The following should be demonstrated:
 - Communications between snorkel divers
 - Checking on buddy pairs
 - Ensuring group stays together
 - Identifying points of interest and communicating them to the snorkel divers
 - Being flexible with the site and plan if the location, topography etc differ from that expected given that it is an unknown site
 - Check for comfort (cold, tiredness etc.)
 - Managing buddy diving protocol (one up, one down)

- Carrying the SMB and using it to support the snorkel diver if needed
- Where not all of the above are covered the instructor should take opportunities to coach the student or intervene to carry out additional instruction. Following interventions the student must demonstrate their ability to lead the dive as demonstrated by the instructor.

5. Exit and de-kit

Student to act as senior buddy in pair for exit from water and de-kit (assist junior snorkel diver as necessary, buddy check)

- Exit: Conduct an exit appropriate to the site and conditions as determined in the planning session.
- De-kit: The student should act as senior buddy for the de-kit.

6. Report back to Snorkel Dive Manager:

Following the dive and subsequent debriefings, the student should report back to the dive manager. This should include any information that will be of use to the SDM in informing how later activities are managed.

7. Debrief

Student to make notes for a debrief structured around REAP and deliver to the snorkel divers NB This is a debrief as Lead Snorkel Diver of the snorkelling activities not of the lesson.

Open Water Activities - Emergency Response

During Part 3 the Instructor to introduce some element of emergency response and student to deal with it whilst keeping everyone safe, and delegating as necessary. Instructor to retain control and ensure all snorkel divers remain safe

The instructor should brief snorkel divers other than the student of the scenario and at an appropriate point in the session ask them to simulate one of the scenarios detailed below. The student should then resolve the situation without compromising the safety of other snorkel divers. The student should communicate with the Snorkel Dive Manager as appropriate and cover the incident in their report to the SDM after the dive.

- Weight belt slipping
- Lost equipment (especially fins)
- Refitting mask / snorkel in water (sometimes swapping with other snorkeler)

- Dealing with misted masks
- Leaking masks
- Cold / tired snorkel divers
- Panic
- Coughing / choking
- Overweighted snorkeller
- Jellyfish stings (or rather how to keep watch as avoid being stung including residual sting cells on gloves / hoods etc at end of session).
- Group becoming spread out
- Snorkellers colliding with each other.

At this stage in the training the student will have completed **Module SMP2 : Snorkel Rescue Management** and where appropriate should be confident to involve the surface cover in supporting resolution of the incident.

Where multiple students are working on the Snorkel Dive Management programme it may be appropriate to use this incident as one of the scenarios for another student to manage. Where this takes place there must be an instructor on shore with the SDM and another in the water with the student handling the emergency response part of the lesson. This combination of lessons should only take place when both instructors are confident that the learning experience of both students can properly be met in this way.

Skills Performance Standards

At the end of this lesson, students should be sufficiently competent to achieve the following skill performance standards without supervision, in the location / water conditions / etc. experienced:

Planning an open water snorkel dive session – The student run the planning of the session and the instructor should be confident that the student could plan a session independently to an unknown site.

Preparing a risk assessment – The student should have prepared the risk assessment and the instructor should be confident that the student could assess the risks relating to snorkelling at an unknown site.

On-site risk assessment – The student should have conducted the on-site risk assessment and the instructor should be confident that the student could dynamically assess the risks relating to snorkelling at an unknown site.

Snorkel Dive Manager Brief – The student should have prepared and delivered the Snorkel Dive Manager brief and the instructor should be confident that the student could prepare and deliver a brief at an unknown site.

Pre and post snorkel dive management – The student should have managed the snorkel divers before and after they were in the water. The instructor should be confident that the student could manage getting snorkel divers in and out of the water safely and in a timely manner snorkelling at an unknown site.

Monitoring snorkel divers – The student should have monitored the snorkel divers and the instructor should be confident that the student could understand the importance of monitoring snorkel divers and the issues that may arise and how to deal with them at an unknown site.

Snorkel Dive Manager Debrief and handover– The student should have prepared and delivered the Snorkel Dive Manager debrief and the instructor should be confident that the student could prepare and deliver a debrief and handover at an unknown site.

Acting as Lead Snorkel Diver

The student should have acted as a Lead Snorkel Diver and demonstrated role model level snorkelling skills during the in-water session and the instructor should feel confident in their ability to lead in-water at an unknown site.

Emergency Response

1. When acting as the Lead Snorkel Diver the student should have dealt with the emergency situation in a calm, controlled and skilful manner, delegating to others where appropriate and the instructor should feel confident in their ability to respond to an emergency at an unknown site.
2. When acting as the Snorkel Dive Manager the student should have identified that an incident was in progress and provided any support request by the Lead Snorkel Diver. On the return to shore of the group information regarding the incident should be collected as part of the debrief.

