



# Snorkel Dive Manager Assistant Snorkel Dive Manager

## Module objectives

This module introduces students to the practical aspects of acting as a Snorkel Dive Manager. The session is coached throughout by the instructor.

Students should be encouraged to do as many of the activities as possible with the instructor providing on-going support and developmental guidance as appropriate throughout. Where this is not appropriate the instructor should demonstrate the activity and ensure that an opportunity is found for the student to manage a similar situation.

## Achievement targets

At the end of this module students should have been introduced to and have some experience of:

- Planning a snorkelling session and risk assessment,
- Conduct on-site risk assessment,
- Plan and deliver a brief and debrief,
- Post snorkel dive activities

Have some understanding of:

- Acting as lead snorkel diver,
- Dealing with an emergency as a lead snorkel diver and snorkel dive manager

## 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 (Part 1) 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 do some snorkel dive managing (Part 2) and some acting as Lead Snorkel Diver (Part 3 & 4).

While the one student is in-water acting as Lead Snorkel Diver (Part 3 & 4) another trainee Snorkel Dive Manager could be completing Part 2 of the lesson.

## Pre-requisites

Students should have completed the Advanced Snorkel Diver qualification and hold the Advanced Snorkel Lifesaver Award.

## 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 Qualified SCUBA 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 familiar. 5-20m.

## 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 Assistant Dive Manager 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.



### 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

Coached by instructor - 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 assistant snorkel dive manager

The student should be coached through the role of Snorkel Dive Manager by the instructor which should cover the following activities:

- 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

Coaching means that where possible each activity should be briefed by the instructor and the student encouraged to do each activity with on-going feedback and commentary from the instructor to ensure that the snorkel dives are managed safely and effectively. Where this level of instruction is insufficient the instructor should demonstrate the activity and ensure that an opportunity is found for the student to have a go as part of this session or before moving on to subsequent lessons.

## 4. Acting as Lead Snorkel Diver

The student should participate in a snorkel activity managed by another snorkel diver. This activity will provide experience of acting as Lead Snorkel Diver

## 5. Dealing with an emergency

Instructor to introduce some element of emergency response and demonstrate how to deal with it, whilst keeping everyone safe, and delegating as necessary.

## 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.

#### 1. Planning open water snorkel diving activities

The planning session should cover site selection, tides, weather, entry, exit etc. These topics will all have been covered in a theory session and it may be ideal to run the planning session immediately after that lecture. The planning should be done by the student, but the instructor should coach them through the process. The activities should cover at least two snorkel dives one which the student remains dry as the manager and the other on which they will act as lead snorkel diver.

#### 2. Prepare a risk assessment

The student should then work through the production of a risk assessment for the activities. The instructor should coach the student through this process by visualising the day's activities and identifying possible risks and documenting the management of these.

#### 3. Prepare a Snorkel Dive Manager SEEDS brief

The student should then work through the production of a SEEDS brief for the activities. The instructor should coach the student through this process following SEEDS. The brief should cover any points identified in the risk assessment that the snorkel divers need to be aware of.

- **Safety**  
Highlight sites hazards and usual considerations such as fitness to dive.
- **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 the 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 assistant SDM for.

## Part 2:

### Dry Skills: Acting as Assistant Snorkel Dive Manager

Once on site the instructor should coach the student through the jobs required of a Snorkel Dive Manager. Where possible the student should do as much as possible, coached by the instructor. 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 instructor should coach the student through 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 in RA on other sites

#### 2. Snorkel Dive Manager SEEDS Brief

Student to deliver brief prepared together with instructor support

#### 3. Receiving and recording plans from snorkel divers

Snorkel divers to provide their plans to the 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.

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**

Instructor to coach students through managing the timeline in terms of getting snorkel divers into the water in a safe but timely manner. This should include:

- Ensuring snorkel divers are ready to enter the water at the appropriate time:
- Monitoring and assisting entries.

#### **5. Monitoring snorkel divers from shore**

Instructor to guide students through the process of monitoring the snorkel activities. 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. This means that they should describe the current situation to student and together identify the type of activities that are taking place in the water and what may follow. This should include considering the smooth progress of the Snorkel Dive and also the types of issues that may arise. 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 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.

#### **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.

Instructor coaches student through development of 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.

## 8. Post-snorkel activities

Instructor to coach student through post-snorkel activities

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

## Part 3:

### Open Water Activities: Acting as Lead Snorkel Diver

Instructor to act as lead snorkel diver in the water and to highlight key learning points to student who will be observing this as a model demonstration. This should include:

#### 1. Snorkel SEEDS brief

Instructor prepare the SEEDS brief with the student. Ensure all the elements of a 'SEEDS' brief are covered. The instructor should deliver the brief as a model demonstration. The instructor should demonstrate how they use a slate to for briefing.

## 2. Report dive plan to Snorkel Dive Manager

Ensure students understand the importance of reporting the dive plan, expected depth, duration and dive details to the Snorkel Dive Manager.

## 3. Kit up and entry

Instructor demonstration of acting 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)

- 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. The instructor should enter first and demonstrate acting as Lead Snorkel Diver.

## 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 observe the instructor acting as Lead Snorkel Diver for the dive. This should cover:
  - Communications between snorkel divers
  - Checking on buddy pairs
  - Ensuring group stays together
  - Identifying points of interest and communicating them to the snorkel divers
  - 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

## 5. Exit and de-kit

Instructor demonstration of acting 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 with the student. The instructor should exit first and demonstrate acting as Lead Snorkel Diver.
- 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 students should report back to the Snorkel Dive Manager.

## 7. Debrief

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

## Part 4:

### Open Water Activities: Emergency Response

During Part 3, the Instructor to introduce some element of emergency response and demonstrate how to deal with it, whilst keeping everyone safe, and delegating as necessary. 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 instructor can then demonstrate to the student how the issue can be resolved without compromising the safety of other snorkel divers. The instructor should communicate with the Snorkel Diver Manager as appropriate and cover the incident in their report to the SDM after the dive.

- Weight belt slipping
- Refitting mask / snorkel in water
- Dealing with misted masks
- Leaking masks
- 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.

In this session as management of incidents by the SDM has not yet been covered the demonstration should be of an issue which does not require additional support from the shore, but is a group management issue which can be dealt with by those in the water and reported by to the SDM at the end of the session.

## 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 should have fully participated in the planning of the session and the instructor should be confident that the student could plan a session independently with advice from an instructor to a known site.

**Preparing a risk assessment** – The student should have fully participated in preparing the risk assessment and the instructor should be confident that the student could assess the risks relating to snorkelling at a known site with advice from an instructor.

**On-site risk assessment** – The student should have fully participated in the on-site risk assessment and the instructor should be confident that the student could dynamically assess the risks relating to snorkelling at a known site with advice from an instructor.

**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 a known site with advice from an instructor.

**Pre and post snorkel dive management** – The student should have fully participated in managing 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 a known site with advice from an instructor.

**Monitoring snorkel divers** – The student should have fully participated in monitoring 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 a known site with advice from an instructor.

**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 a known site with advice from an instructor.

### **Acting as Lead Snorkel diver**

This skill is primarily model demonstration within this lesson, however the student

should have demonstrated role model level snorkelling skills during the in-water session and the instructor should feel confident in their ability to lead in-water.

### Emergency Response

This skill is primarily model demonstration within this lesson, however the student should have demonstrated an ability to remain calm during the emergency and to follow any instructions given by the instructor when dealing with the emergency.

















