



YORK SUB – AQUA CLUB

DIVE TRIP TO

From :

To :

Organiser :

Dive Manager :

Assistant Dive Manager :

DO Approved :

Date :

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OBJECTIVES:

Type of Dive (✓ all that apply)

Training		RHIB	
Shore		Drift	
Wreck		Reef	
Search		Tidal/Sea	
Night		Inland Site	
Club Holiday		Other (please specify)	
Hard Boat			

SUITABLE FOR (✓ all that apply):

Trainees		Experienced Sports Diver	
Ocean Diver		Dive Leader	
Sports Diver		Advanced	

NOTES

General information about the trip, the area, attractions, purpose of the dive etc. etc

ACCOMMODATION/BOAT/VENUE DETAILS:

Name	
Address	
Telephone	
Facilities	
Access/Arrival/Departure Times	
Room Arrangements	
Directions	

COSTS BREAKDOWN

Item	Amount	Date Due
Diving	£	
Accommodation	£	
Entrance Fees	£	
Gas	£	
Parking	£	
Travel	£	
Meals	£	
	£	
Total Trip Cost	£	
Deposit	£	

Terms & Conditions

1. Once committed to a trip you are liable for the full cost of the trip whether you are able to attend or not. Anyone who takes your place can only do so with the approval of the Dive Manager.
2. The qualification and experience of divers for the dive/trip will be defined by the Dive Manager in consultation with the Diving Officer.
3. Where a diver's qualification is from another agency it is at the discretion of the Dive Manager, in conjunction with the Diving Officer, as to whether the criteria, BSAC qualification and experience, has been met.
4. Club members signing on to a future dive in the expectation of meeting the qualification and experience criteria prior the dive/trip do so at their own risk and require the consent of the Dive Manager, in conjunction with the Diving officer.
5. The Annual BSAC Incident Report identifies poor diver fitness as a major factor in diving incidents. Divers take full responsibility for being fit to dive. The Dive Manager has the right to prevent a diver from diving if there is cause to believe they are unfit to dive.
6. The Dive Manager is responsible for ensuring the Club O2 kit, O2 Analyser and First Aid kits are carried on all Club dives irrespective of whether the boat carries their own kits. All divers on the dive/trip should know the location of all safety equipment including First Aid and O2 kits. They should also know how to assemble the Club O2 kit should the need arise.
7. All divers must be aware of and agree to the actions they need to take in the event of divers becoming separated. BSAC Safe Diving states that if divers become separated underwater, a brief attempt (approx. 30 seconds) to re-locate should be made, after which the divers should surface. If the dive is subsequently re-commenced appropriate decompression planning must first be carried out.
8. In the event of divers becoming separated at the surface they should return to the boat as soon as practical and only recommence their dive as a buddy pair at the discretion of the skipper.
9. The Dive Manager will provide a briefing prior to departure outlining the location of safety equipment, hazards on the boat including moving around whilst kitted, exit and entry and any other information specific to the boat, location or dive site. Divers are required to follow the guidance given by the Dive Manager.

DIVE SITE INFORMATION

Dive	Site	Max Depth	Features/Hazards
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

For further dive site information see Appendix

RISK ASSESSMENT – GENERIC DIVING RISKS

Hazard	Who	Risk Evaluation	Controls	Immediate measures to deal with consequences if risk does occur
Ear damage	All divers	Medium	<p>Ear clearing instructions given during training</p> <p>Divers not to dive if suffering from a cold</p>	Assistance from instructor or buddy
Mask squeeze	All divers	Low	Only a mask which encloses both eyes and nose in the same airspace should be worn.	Assistance from instructor or buddy
Injury from falling equipment	All	Medium	<p>Always lay heavy equipment down.</p> <p>Monitoring by buddy or instructor</p>	<p>Qualified person to administer first aid where required.</p> <p>(Club first aid kit to be carried on all trips)</p>
Running out of gas	All divers	High	<p>All SCUBA sets fitted with cylinder pressure gauge.</p> <p>Monitoring of cylinder pressure during dive</p>	All divers carry AAS
Rapid ascent	All divers	High	Divers should ensure they are properly weighted and capable of making a safe controlled ascent	<p>O2 administered</p> <p>(Club O2 kit to be taken on all trips)</p>

RISK ASSESSMENT – GENERIC DIVING RISKS

Hazard	Who	Risk Evaluation	Controls	Immediate measures to deal with consequences if risk does occur
Entanglement with nets/ lines /underwater obstacles	All divers	Medium	Dive manager to brief divers of danger areas Advise all divers to carry a cutting implement	Assistance from buddy Buddy to raise alarm to surface cover Diver to be removed from danger and exit the water. First aid applied as appropriate (Club first aid kit to be carried on all trips)
Diver separation	All divers	High	Diver to dive in buddy pairs at all times. Contact to be maintained through out the dive	A brief attempt (approx. 30 seconds) to re-locate should be made, after which the divers should surface.
Reduced underwater visibility	All divers	High	Diver numbers in water to be controlled. Buddy pairs to maintain contact throughout dive Advise use of torches and strobe lights where necessary	Dive to be aborted in the event of adverse reduced visibility. Divers to surface and dive manager to abort dive
Slip or trip	All	Low	All kit safely stowed All divers made aware of slip or trip hazards	Qualified person to administer first aid where required. (Club first aid kit to be carried on all trips)

RISK ASSESSMENT – GENERIC DIVING RISKS

Hazard	Who	Risk Evaluation	Controls	Immediate measures to deal with consequences if risk does occur
Water temperature	All divers	Low	All divers to wear appropriate thermal protective clothing	Provide first aid treatment for hypothermia (Club first aid kit to be carried on all trips)
Contact with other water users	All	Low	Divers to dive in buddy pairs Dive managers to make divers aware of other groups using the facilities	Remove casualty from danger and water. Apply appropriate first aid (Club first aid kit to be carried on all trips)
Loss of buoyancy at surface	All divers	Medium	Function of all buoyancy devices checked in buddy check. Dive to be aborted if a malfunction is detected	Buddy to give assistance and raise alarm with surface cover
Diving equipment malfunction	All divers	Low	Diver to carry octopus to cover loss of primary second stage. Equipment checked during buddy check	Dive to be aborted Buddy to give assistance
Illness/ poor fitness	All divers	High	Divers must inform the Dive Manager if unwell or unfit to dive	Dive to be aborted if necessary

RISK ASSESSMENT – GENERIC DIVING RISKS

Hazard	Who	Risk Evaluation	Controls	Immediate measures to deal with consequences if risk does occur
Sharp objects	All divers	Low	Divers to avoid touching rusty/sharp objects unless wearing gloves. Dive knives to be kept in sheaths	First aid administered. (Club first aid kit to be carried on all trips) Contact emergency services as required.
Hot weather	All	Low	All to take precautions against over-heating/sun. Divers to avoid dehydration.	Provide first aid treatment for hyperthermia (Club first aid kit to be carried on all trips) Emergency services to be contacted as required
Obstruction to Exit/Entry	All divers	Low	Dive manager to consider if divers can safely enter/exit water. Divers should only enter in full kit if it is also possible to exit in full kit.	Change site or dive plan or abort dive if necessary
Medication	All divers	Medium	Divers taking medication that could affect their ability to dive to inform the Dive Manager	Dive Manager to investigate effects and act accordingly and cautiously
Nitrogen Narcosis	All divers	High	Divers to build up depth experience progressively Divers should agree a plan with the dive manager	Assistance from buddy
DCI	All divers	High	Divers should ensure they are properly weighted for a controlled ascent. Divers should have sufficient gas for decompression stops and safety stops. Stops must not be missed. Avoid aggressive dive profiles.	O2 administered. (Club first aid kit to be carried on all trips) Contact emergency services

RISK ASSESSMENT – GENERIC DIVING RISKS

Hazard	Who	Risk Evaluation	Controls	Immediate measures to deal with consequences if risk does occur
Missed decompression stop	All divers	Medium	<p>Agree a dive plan before the dive.</p> <p>Divers to ensure they have sufficient gas for the planned decompression & safety stops.</p> <p>Divers to ensure they are properly weighted and that equipment is functioning correctly.</p> <p>Have a contingency for diving computer</p>	<p>Oxygen kit and O2 administrators on site. (Club O2 kit to be taken on all trips)</p> <p>Monitor for signs of DCI</p>
Odd number of divers (3)	All divers	Medium	<p>Not to dive in groups of 3 unless necessary</p> <p>Nominate lead diver, all divers in group to maintain contact</p>	<p>If divers become separated, separation procedure should be followed.</p>
Computer failure	All divers	Medium	<p>Ensure battery life before dive.</p> <p>Carry back-up computer/ depth gauge/ tables</p>	<p>Assistance from buddy</p> <p>Ascend immediately and carry out safety stop</p>

RISK ASSESSMENT – SPECIFIC DIVING RISKS

Hazard	Who	Risk Evaluation	Controls	Immediate measures to deal with consequences if risk does occur

APPENDICES

ITEM	✓
Maps and Directions	
Photographs	
Tide Tables	
Charts	
RHIB Checklist	
Boat Safety Information	
Additional Dive Site Information	
Dive Log Sheets	
Casualty Assessment Form	
Dive Sign Up Sheet	