

Welcome Pack

Sub C Divers

A Message from the Branch Diving Officer

Welcome to our Branch of the British Sub Aqua Club (BSAC)

Hi everyone,

My name is Chris Heywood, and I'm the Branch Diving Officer here at Sub C Divers. On behalf of the entire branch, I'm thrilled to welcome you!

As part of the BSAC, we're passionate about attracting new members and fostering a welcoming and inclusive environment for all. We want to ensure everyone has a fantastic experience with diving and training, and we make a special effort to make new members feel valued and supported. That's why the branch committee has appointed Melissa Halligan as our Welfare Officer.

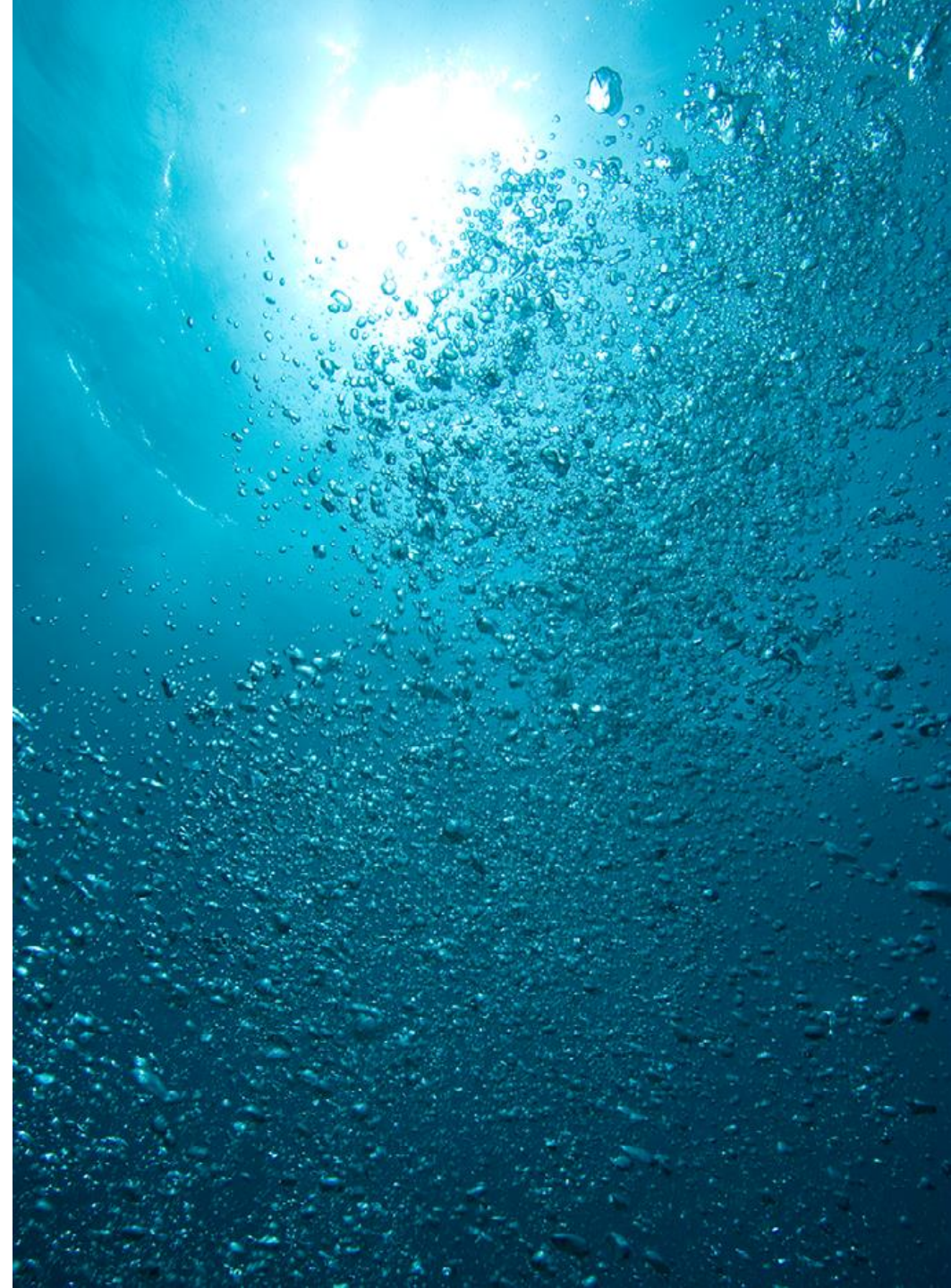
This welcome booklet provides you with valuable information about our branch, including:

- What we do: Learn about our activities and what makes our branch unique.
- The diving: Discover the types of diving we offer and the exciting underwater world that awaits you.
- Training: Get details about our training programs, from beginner to advanced levels.
- Finding information: We'll guide you to resources within the branch and the BSAC.
- Club "Who does what?" guide: Meet the committee members and their roles.
- Information on policies: Familiarise yourself with our branch policies for safe and enjoyable diving.

We hope this booklet answers any initial questions you may have. But don't hesitate to reach out to me, any committee member, or your fellow branch members if you have anything further to ask.

We're delighted to have you join our branch, and we're confident you'll have a memorable and rewarding diving experience with us.

Happy diving!





Welcome to Sub-C-Divers!

Diving & fun Adventures Await!

This booklet aims to provide an introduction to our club and all the exciting things we offer.

Diving Adventures Await!

We understand you joined to explore the wonders of UK diving. The sights will leave you speechless, especially after completing our comprehensive training programme.

Explore the UK and Beyond:

- Our active annual dive schedule takes you to stunning locations throughout the UK.
- We also organise family-friendly foreign dive holidays.

Join the Fun:

We're not just about diving! We have a thriving social scene with events like: Quiz nights, BBQs Annual dinner dance

Safety First: Sub-C-Divers prioritises safety. We have a:

- Safeguarding Policy (protecting children and vulnerable adults)
- Clear branch policies and procedures on our website www.subcdivers.co.uk
- Free DBS checks for all Open Water Instructor members

Let's Go Diving!

We offer trips throughout the year for all experience levels.

- Trip details will specify depth requirements and diver grades.
- Training dives are available, and the Diving Officer approves attendance.

New Member Tip: Some trips fill up quickly as they're booked in advance. Don't worry, there will be plenty of beginner-friendly dives throughout the year!

Progress your Skills:

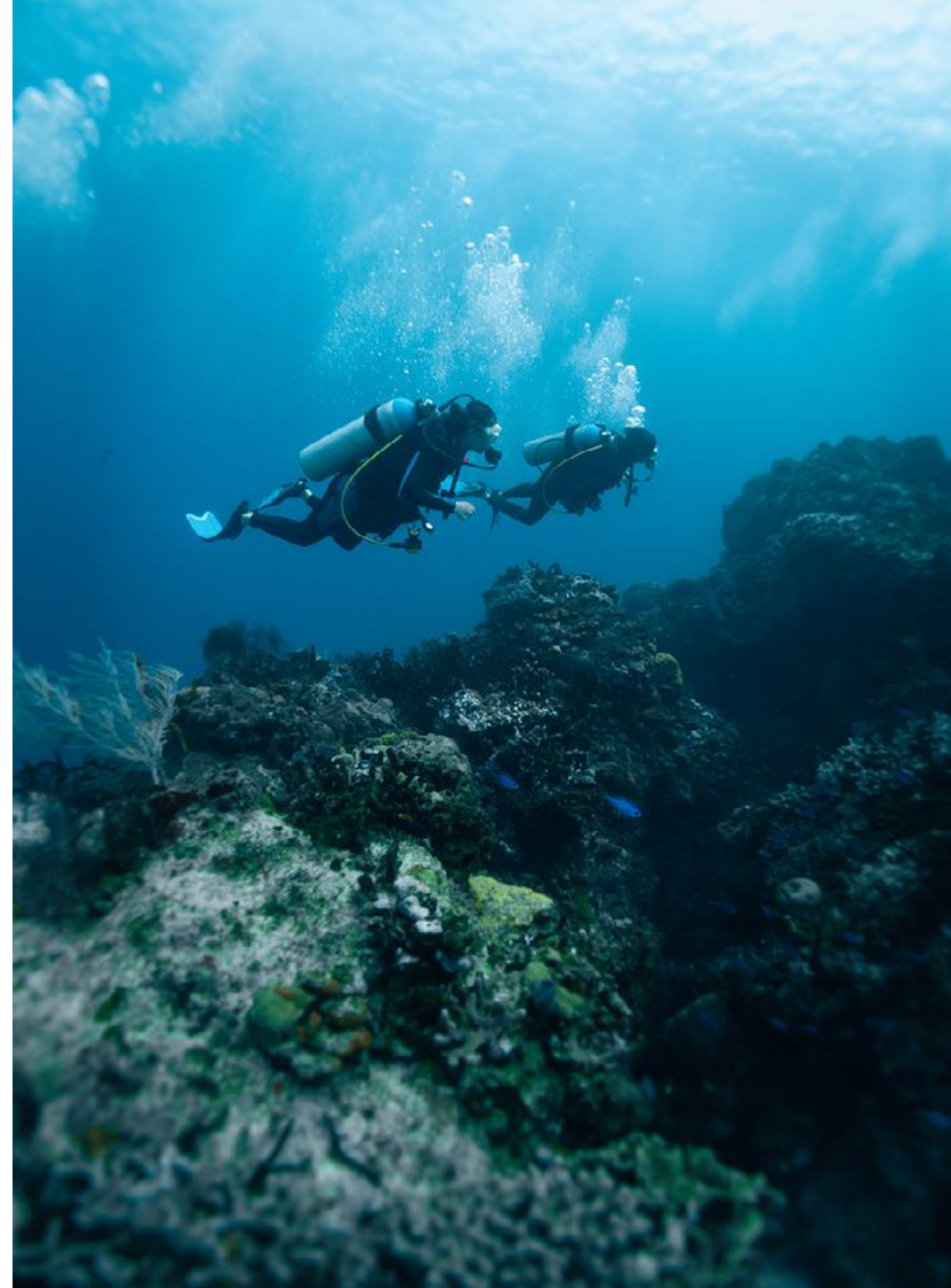
We have a club RIB (rigid inflatable boat) for member use.

- Check the website events section for upcoming trips and availability.
- Trainees can join most trips but may not be able to participate in deeper dives initially.
- Ask the Dive Manager if a trip suits your experience level.

Become a Boat Handler:

Driving the RIB requires qualifications.

- Take a Boat Handling course to get started.
- We encourage members to become qualified Diver Cox'n (ask the Diving Officer for details).
- Keep an eye out for exciting trips on the group email and branch website!
- The minimum diver Qualification level is set by the dive manager, who will also collect a deposit.
- Remember, if you cancel after reserving a spot, it's your responsibility to find a replacement or pay the full amount.





Training:

- Dive deeper with our comprehensive training packs!
- These packs contain everything you need to progress to the next level.
- The Ocean Diver pack includes your manual and Qualification record booklet.
- Student notes for higher grades are available with the Diving Officer's approval.

Theory Lessons:

- Sharpen your knowledge with our theory lessons!
- Classes begin promptly at 7:00 PM before weekly club meeting.
- Upon enrolment, you'll receive a detailed schedule including the instructor, dates, and times.

Pool Training:

- Get comfortable underwater with pool training!
- You'll be assigned an instructor, though a substitute may cover if needed.
- Instructors are volunteers, so give them a heads-up at least a day in advance if you can't make a session.

Pool Kit:

- New divers can rent scuba equipment from the club for training.
- Download a scuba hire kit form from the website.
- Feel free to use your own mask, fins, and snorkel if you have them.

Buying Your Kit:

- Once certified, it's time to invest in your own gear!
- Speak to other branch members or the equipment officer before purchasing previously used club equipment.
- Explore a vast array of options at dive shows or online marketplaces.
- Do your research and ensure proper testing before buying used equipment.

Pool Sessions:

- We use the pool every Wednesday evening from 9 pm to 10 pm.
- Feel free to join us for training, trying out equipment, or just a leisurely swim or snorkel.
- The club subsidises the pool, but there's a small fee for family and friends.
- Check with the Diving Officer or Training Officer before bringing equipment unless you're with an instructor.

Equipment:

- We offer a selection of diving equipment for rental (excluding wetsuits) for open-water diving.
- However, we encourage members to acquire their own gear.
- Don't hesitate to ask! Many experienced members are happy to offer advice.

Branch Kit Maintenance:

- Our club relies on regular equipment maintenance.
- We have scheduled maintenance days where everyone is welcome to contribute.
- No special skills are needed - there's something for everyone!
- It's a great way to meet fellow members and give back to the club.

A Voluntary Organisation:

- Sub C Divers is a non-profit organisation run by and for its members.
- We encourage your involvement!
- Please remember that instructors, committee members, and everyone else involved are volunteers who dedicate their time freely.





Social Events & upcoming activities:

We're not all about diving! We have a thriving social scene.

Past events include bonfires, fundraisers, family barbecues, Easter egg hunts, and even dinner dances.

Family and friends are always welcome!

Look out for emails and check the website's "Events" section for upcoming activities.

Stay Connected:

Website: www.subcdivers.co.uk - Our website offers comprehensive information, including training schedules, trip reports, photos, and updates on diving and social events.

Social Media: Follow us on Facebook, Twitter, Instagram, and YouTube for the latest news. Don't forget to check the "Events" page for upcoming trips and activities.

Email Lists: Joining the club automatically adds you to our email list.

Contacting Us:

General Inquiries: Subcdivers@subcdivers.co.uk

Diving Officer: Divingofficer@subcdivers.co.uk

Branch Chairman: Chairman@Subcdivers.co.uk

Instructors: instructors@Subcdivers.co.uk

Dive Club Group Mail and Website Submissions

This section outlines the purpose of our group email list and how to submit articles for the club website.

Group Email

Our group email list is a central hub for all diving and branch-related communication. Here's what you can find:

- **Dive trip announcements:** Get notified of upcoming dives and plan your adventures.
- **Social events:** Stay up to date on member parties, birthdays, and other gatherings.
- **Dive knowledge:** Share and learn from diving articles and web links.
- **Community corner:** Buy or sell scuba gear, request assistance with dives, or borrow equipment.
- **Ask the experts:** Need advice on diving equipment? Get insights (sometimes with a healthy dose of friendly debate!) from fellow divers.

Remember, a few ground rules to keep our communications smooth:

Keep it clean: No swearing or offensive language.

Be respectful: Avoid racist, sexist, or rude comments. When in doubt, leave it out.

No self-promotion: This isn't a marketplace. Don't advertise your business or sell non-diving items.

Stop the spam: Don't forward chain emails.

Reply responsibly: Respond directly to the sender, not the entire group.

Website Submissions:

We encourage all members to contribute to our website! Share your diving experiences, knowledge, and stories:

Dive trips and adventures: Let everyone know about your exciting dives.

Social outings: Document fun gatherings and trips beyond diving.

Humour and anecdotes: Share funny stories, diving-related or otherwise.

Learning experiences: Write about your training courses and skill development.

Photos and visuals: Bring your stories to life with captivating images.

Historical or technical articles: Deepen club knowledge with informative pieces.

Get Published!

Explore the blog: Get inspired by browsing existing articles and photos.

Submit your content: Send your article to any member of the Media Team.

Review process: The team will ensure your submission adheres to our guidelines and may edit it for clarity before publishing.

Let's use these tools to build a vibrant and informative online community for our dive club!





Our Branch - Who Does What?

A quick reference guide to our Branch roles and responsibilities.

Branch Diving Officer: Manages all branch Equipment, diving, snorkelling and training activities, and awards diver training qualifications.

Chairperson: Oversees the efficient day-to-day running of the club.

Training Officers: Handle all branch training as required by the Branch Diving Officer.

Membership Secretary & Club Administration: Enrols new members and handles annual renewals.

Branch Secretary: Creates and distributes the minutes of branch meetings.

Boat Officer: Responsible for organising the maintenance of club RIB (rigid-inflatable boat) and its equipment

Webmaster & Marketing: Maintains and updates the branch website.

Welfare Officer: Provides support for vulnerable members, ensures safeguarding, and offers a confidential ear to all members, including new members during induction.

Treasurer: Manages all club finances.

Vice Chair: Assists the Chair in the efficient day-to-day running of the club.

Equipment Officer: Maintains, allocates, and ensures the safe storage of branch dive equipment

Assistant Equipment Officer: Assists the Equipment Officer in maintaining, allocating, and ensuring the safe storage of branch dive equipment.

For an up-to-date list of members assigned to each of these roles please visit the “Meet the Team” section on <https://www.subcdivers.co.uk/about-us/>

Don't hesitate to reach out to any of the listed Branch Officers if you have any questions.

Getting Involved:

Committee Membership: Sub-C Divers is run by a committee elected annually at our AGM (Annual General Meeting). Full members interested in a committee position can be nominated and seconded by another member. Current committee members with photos and positions are listed on the website.

Branch Policies: We operate under the BSAC (British Sub-Aqua Club) rules and bye laws, as well as our local policies outlined in the branch constitution.

Safeguarding: We prioritise the safety of children and vulnerable adults in all our activities. Our safeguarding policy is based on the BSAC model, which you can find here: BSAC Safeguarding Policy: <https://www.bsac.com/this-is-bsac/bsac-rules-and-policies/safeguarding-policy/>
The BSAC website (BUDDY GUARD) has further resources and keeps these policies up-to-date: BSAC Safeguarding Resources: <https://www.bsac.com/this-is-bsac/bsac-rules-and-policies/safeguarding-policy/>
For a complete set of branch policies and procedures, please visit our website: Members Resources – Sub-C-Divers (subcdivers.co.uk)

For our current Pricelist:
<https://www.subcdivers.co.uk/branch-price-list/>

In Conclusion: We encourage all members to get involved in the club! We have a wealth of experience to share and want to make your time with Sub-C Divers enjoyable.

Welcome to our branch!

