



NDSAC welcome letter to junior students and their families.

Welcome to North Dorset Sub-Aqua Club!

We want to do all we can to make your training and time with the club as interesting and comfortable as possible so here is some of the information which will help you to find your way around the club.

The BSAC Instructors who will be working with you are:

Julie Carter: julesk11@hotmail.co.uk (07905945324)

Mike Shields: m.shields.medical@outlook.com (07720571978)

Instructors and assistant instructors all have relevant BSAC Instructor qualifications and have or are in the process of obtaining Enhanced Disclosure and Barring Service (DBS) Clearance.

Pool training will take place at:

St Mary's School, Shaftesbury on Thursday evenings, ready and in the water at 8 p.m. This is both a training time and a time for club members to swim and check items of kit. There are separate male and female changing facilities. Please ensure that your child is accompanied into the changing rooms by a designated club member if you are not accompanying them yourself. We need to be out of the pool and ready to leave by 9 p.m. Theory and Open Water training will be at venues announced by the instructors.

If a parent will not be present at either pool, theory or open water training an **Appointment to Act in Loco Parentis** form will be needed. Please ask an instructor or Welfare Officer for the form so that we can have this in place before training begins.

NDSAC Committee

Diving Officer (DO): Julie Carter
 Chairman: Graham Brown
 Equipment Officer: Giles Adams
 Membership Secretary: Guy Ginger

Training Officer: Mike Shields
 Treasurer: John James
 Secretary: Mike Miller
 Social Secretary: Rachel Carter

We contact each other via Google Groups and Facebook; please talk to John James jjbarn2906@gmail.com if you have any questions regarding communication

NDSAC has a Safeguarding Policy and Strategy. This follows BSAC's Safeguarding policy: <https://www.bsac.com/document/bsac-safeguarding-policy-2016/>. If you have concerns regarding any aspects of the club, please contact the Club Welfare Officer. At present this is Gwyn James: gmjames28@icloud.com.





NDSAC Code of Conduct for trainees.

- Treat your instructor and fellow students with respect.
- Make your instructor aware if you have difficulties in attending sessions.
- Arrive in good time before the sessions start to complete any warm-up as directed by your instructor.
- If you arrive late report to your instructor before entering the water.
- Ensure you have all your equipment with you.
- If you need to leave the water for any reason during instruction inform your instructor and buddy before doing so.
- Listen to what your instructor is telling you at all times and obey instructions given. Think about what you are doing while under instruction and if you have any problems discuss them with your instructor at an appropriate time.
- Treat everyone equally and never discriminate against another person associated with the club on any grounds including that of age, sexual orientation, ethnic origin or nationality.
- The use of inappropriate or abusive language, bullying, physical or verbal harassment will not be tolerated. Please report any such behaviours to a Club Officer.
- If you have any problems with the behaviour of fellow Club members report them, preferably **at the time** to an appropriate adult who will take your concerns, in confidence, to the Club Welfare Officer.

If you have concerns, please contact the Club Welfare Officer

Gwyn James: gmjames28@icloud.com. (01258 473034) (07903062844)

All discussion, whether in person, letter, by phone or email will be strictly confidential. Any action necessary will follow Buddy Guard Guidance which is the BSAC Child Safeguarding Policy and Procedures document and Data Protection. This will be in full consultation with yourselves.

<https://www.bsac.com/document/bsac-safeguarding-policy-2016/>

Photography and Video.

We have a photography and video policy to safeguard junior member's privacy. Information is available on the website. www.NDSAC.co.uk

We hope that you will enjoy your training with us and are pleased to be able to introduce and share with you the skill and excitement of scuba diving.

Gwyneth James

NDSAC Club Welfare Officer.

(Documents can be found at www.ndsac.co.uk/about-us/documents)

