

		<b>RISK ASSESSMENT of ARCHERY</b>	Location	Archery range
Assessor			Persons affected	Customers, staff

<b>Harm</b>	<b>1= Injury might need first aid. 2= Off work three or more days but should recover. 3 = serious injury may not fully recover , death</b>
<b>Consider present controls how likely is there to be an injury/ accident</b>	
	<b>1 = Unlikely 2 = Likely 3 = Certain</b>
<b>Level of Risk</b>	<b>1-2 Low = Review Annually 3-4 Medium= Reduce risk considering costs, If not monitor procedure 6-9 High=Act Now</b>

Events lead to harm	Describe Harm	H	Controls in place	L	Risk
Setting up Equipment  Injury from arrows or bows Participants fooling around.	Bodily piercing Death	3	Correct ratio to client of qualified range officer staff. Good discipline.	1	M
Injuries from the activity Overshooting Spectators participants injured	Bodily piercing Death	3	Correct instruction on handling bow. Correct layout of shooting range.	1	M
Pulling on bow too strong for participant  Incorrect posture and technique	Sprained ligaments	2	Correct bow to age and build of client.  Qualified instructor to train and instruct client.	1	L
Carrying equipment Incorrect carry of bows arrows	Sprained ligaments Bodily piercing	2	Correct handling and good discipline.	1	L
Action to reduce harm 1. 2. 3. 4.					

## ARCHERY

- ☒ All groups should have a first aider and first aid kit [available from main office]

### Staffing, communication

- ☒ All activities must have the correct staffing participant's ratio as stated on the activity tariff.
- ☒ Staff training/qualifications: The person on site in overall charge of the activity should hold the GNAS Club Leader Award.
- ☒ Staffing ratio should be 12 participants to one instructor.
- ☒ A group leader over 18 years of age must accompany each group.
- ☒ Means of communication must be available at all times; mobile phone or two way radio [which is available from main office]
- ☒ Groups must remain together and supervised at all times.
- ☒ Instructor to be qualified to appropriate activity as laid out in: National Governing Body Guidelines.

### Equipment

- ☒ All equipment to be checked prior to use.
- ☒ Equipment to be cleaned after use and stored in the correct location.
- ☒ Instruction should take place according to individual's ability's.
- ☒ Appropriate clothing and footwear to be worn at all times.
- ☒ The equipment should be in good working order, the bow properly strung and the correct size and weight suitable for the participants.
- ☒ There should be at least 1 bow for 3 participants.
- ☒ The length of the arrows should be adequate to ensure that the participants cannot overdraw; it is possible to use all 30" arrows safely.
- ☒ There should be at least 3 arrows per bow.
- ☒ Arm braces or long sleeve tops are essential to protect the bow arm.
- ☒ Target stands should be in good condition.
- ☒ Bosses should be secured firmly to the target stand to ensure that they do not come off accidentally.
- ☒ Target faces should be in reasonable condition.
- ☒ Equipment to be stored away after use in the container on the archery range.

### Accident & emergency

- ☒ Instructors should have prior knowledge of accessible areas for emergency vehicles.
- ☒ If your group is involved in an incident or accident please make sure relevant book is filled in, Accident book can be found in main office.

### Instruction: range safety rules

- ☒ The aim is to introduce novices to archery in a safe and enjoyable way
- ☒ Range Safety Rules must be explained before anything else.
- ☒ Range discipline must be constantly reinforced and safety procedures are to be followed to the letter. Any participants who do not abide by the instructor's rules must be asked to leave the shooting area.
- ☒