

## SAFETY RISK ASSESSMENT

Club: <b>Goldcrest Archers</b>			Risk Assessment: Archery (Outdoor)	
People who might be harmed i.e. staff, pupils, members of public: Club Members, Spectators, Members of the Public				Assessment date: 25 <sup>th</sup> April 2022
<b>Are there any special considerations needed for new &amp; expectant mothers or persons under 18, etc. Yes</b> <b>If yes, specify:</b> Pregnant women must not carry target bosses and it is recommended that under 18's and over 70's should not carry the front of the target bosses and will be shown an alternative method where necessary.				Review date: 25 <sup>th</sup> April 2023
Names of all involved in assessment process: Emma Mooney/Gary Thomas/Tracy Cross/Andrew Davies			Chairman authentication: Peter Gregory	
Hazard / risk identified Task/ activity / process / stressor	Probability	Risk Level	Current precautions in place	Improvement action needed following incidents, changes, etc.
<b>Ranges</b>				
Person walking onto range when arrows being shot.	Possible	High	<p>The warning sign must be placed when shooting outside.</p> <p>A field captain is always appointed to oversee and control shooting according to the whistle rules of Archery GB both indoors and outdoors.</p> <p>All persons not shooting must remain behind the waiting line i.e. a minimum of 3 metres behind the shooting line outdoors. The only exception to this is for a coach whilst coaching an archer when they may be within the waiting area)</p> <p>No archer is allowed to cross the shooting line until the whistle is blown 3 times.</p> <p>All archers are to keep a look out and call 'Fast' if they observe a person on the range and all shooting must then stop until the all clear whistle is sounded.</p> <p>When shooting outside, Archery GB rules on overshoot distances must be adhered to.</p> <p style="color: #00b050;">All shooting grounds/ranges must be registered with AGB as meeting shooting rules compliance.</p> <p style="color: #00b050;">This is to be done every 3 years or as soon as any change occurs with a range</p>	

Archer misses target.	Possible	Slight injury possible.	<p>Outdoors compound archers must use a backstop net positioned behind targets to stop arrows if the target is missed.</p> <p>Archers must inform the field captain if they are going behind the target or leave another archer in front of the target.</p> <p>All arrows that miss a target <b>MUST BE FOUND</b>.</p>	
Target slips over	Possible	Low	<p>Legs of the stand are to be tied together to give stability.</p> <p>Outside targets are to be secured with ropes and pegs.</p> <p>Backs of targets pinned to the floor can assist in ensuring the target does not fall forwards when pulling out arrows.</p>	
Archers undergoing damage to eyes when arrows are removed from the target.	High	High	<p>Archers must approach targets from the sides. Only 2 archers must remove arrows from the target, one at each side.</p> <p>Archers removing arrows from the targets must ensure no-one is standing in front of the targets as arrows are withdrawn. All arches must ensure they do not stand in front of the target as arrows are being withdrawn.</p>	

## Beginners equipment and club equipment

Bows	Possible	Slight injury possible	<p>The following checks must be done</p> <p>String and serving are not frayed.</p> <p>String is strung onto bow correctly and bracing height is correct.</p> <p>Limbs are not twisted or cracked</p> <p>Knocking point is in place</p> <p>Rest and sight are not damaged</p> <p>Bow weights and lengths are suitable for beginner</p> <p>Bows are to be strung and unstrung using a stringer.</p> <p>Damaged bows must be removed from the store room and must be repaired or disposed of safely away from the premises.</p>	
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Arrows	Possible	Injury possible to archer's hand	<p>Check arrows are long enough for beginner.</p> <p>Check nocks are not broken</p> <p>Check arrows are straight</p> <p>Check piles are present and fully in.</p> <p>Check fletching's are all present and glued on</p> <p>Arrows to be stored in quivers or ground stands/quivers</p> <p><b>Broken arrows must not be placed in bins on the premises they must be taken home and disposed of safely.</b></p> <p>Arrows which can be repaired are to be given to the equipment officer.</p>	
Archers clothing, Bracers and tabs	Possible	Injury possible to archer's arm or hand.	<p>All beginners to wear bracers and, where appropriate, tabs.</p> <p>Ensure all bracers have fastenings and are not damaged.</p> <p>Damaged bracers and tabs to be repaired or thrown away.</p> <p>Ensure archers with long hair have it tied back and that they are not wearing facial piercings or long earrings.</p> <p>Zips to be done up</p> <p>No loose fitting clothing</p>	
Targets and stands	Possible	Slight injury possible	<p>Stands and targets to be monitored each time they are used to ensure that they are fit for use. Damaged equipment is to be marked as not to be used and arrangements to be made to remove equipment from the premises.</p> <p>Archers to check for splinters before lifting and carrying stands</p> <p>Non-members must not assist with the moving of equipment to avoid injury as they are not insured.</p>	
General				
Manual Handling of Equipment	Possible	Medium	<p>All archers to receive instructions on safe assembly and disassembly of targets. Instruction will also be given on how to safely carry target bosses/nets and stands.</p> <p>Trolley is available upon request.</p>	

<b>Storage Sheds</b>	Possible	Medium	All equipment to be stored in the correct area when finished with and shed must be locked after use  All archers to be shown where equipment is stored and how to put it away safely.	
<b>Slips/Trips/Falls</b>				
<b>Shooting line/Waiting Line</b>	Possible	Low	Lines are secured at either end and are marked with numbered cones for each target.  Archers are also warned to be mindful of the shooting and waiting rope lines.	
<b>Equipment</b>	Possible	Low	All equipment once shot or not being using to be stored behind the waiting line	
<b>Target Ropes/Pegs</b>	Possible	Low	All archers to receive instructions on safe assembly and disassembly of targets. Instruction will also be given on how to safely carry target bosses/nets and stands.  Archers are also warned to be mindful of the target ropes and pegs	
<b>Net Ropes/Pegs</b>	Possible	Low	Archers to receive instruction on how to put up/ take down nets where necessary and should a rope impede the path of an archer walking to a target and cone/marker will be placed to highlight its presence.	

If any injury occurs either inside or outside it must be reported to the committee. Any injury which requires the calling of an ambulance must be reported to the committee and an accident report form filled in.

In case of fire all persons are to leave the building by the nearest exit and to wait at the meeting point outside the building.

Name of Assessor(s):	Signature(s):	Date of Assessment:
Name of Chairman:	Signature:	Date for Review:

This assessment should be reviewed following significant changes, the introduction of new machinery, equipment, substances or procedures and following incidents, or at least annually.