

## Bowmen of Rutland Archery Club

### Target Archery Risk Assessment

#### Indoor Shooting

<b>Function:</b>	Target Archery	<b>Club:</b>	Bowmen of Rutland
<b>Location/site of activity:</b>	Casterton College Rutland, Ryhall Road, Great Casterton, PE9 4AT	<b>Date Assessment carried out:</b>	6-10-2025
<b>Groups at risk:</b>	Club Members, Archers, Volunteers, Parents, Carers, Spectators	<b>Version Number:</b>	Version 3.2
<b>Persons carrying out assessment:</b>	<b>Name:</b>	<b>Positions:</b>	
	Collated by Chrissie Mortlock	Secretary	
	Reviewed by Committee	Committee Members	
<b>Approved by:</b>	James Williams	Chairman	
	Kate Goodwin	Deputy Safeguarding Officer	
<b>Date of acceptance and publication:</b>	6-10-2025	<b>Planned review date:</b>	1-4-2026 Reviewed 1-1-26

## Bowmen of Rutland Archery Club

Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
The normal hazards of archery	Body injury	All	4	1	4	The Archery GB Rules of Shooting will be applied. Juniors may not shoot without a Senior archer present.	2
Symptomatic, the archer has symptoms of any infectious disease including Covid-19	Risk of infection to other people	All	3	4	12	The archer <b>SHOULD</b> refrain from coming to the archery range.	3
Fire or other emergency at the indoor range.	Risk of injury	All	4	1	4	<b>A register of those shooting and those in attendance must be kept.</b> In the event of a fire alarm all those present will leave via the closest emergency exit and walk to the assembly point at the front of the college. The Field Captain to take a copy of the register to ensure all are accounted for.	2
People entering the hall unannounced	Risk of injury	All	4	1	4	Targets set up at far end of hall away from access points.	2
Injury when setting up and packing away the archery range from stands, bosses, nets, faces, target pins.	Body injury, muscle strain, splinters and risk of infection to other people.	All	2	2	4	When setting up the archery range by club volunteers, working or cloth gloves may be utilised when moving bosses. Gloves help prevent splinter penetration. <b>Bosses to be lifted by two volunteers.</b>	4

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Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
Drawing bows with arrows before the whistle signal to shoot is given or stepping over shooting line	Risk of injury	All	4	1	4	Field Captain ensures all archers follow Archery GB Rules of Shooting. Any new archers who are unknown to the club are invited to attend a session so that committee members and or coaches can assess their knowledge of the safety rules and instruct them if necessary	2
Injury from pulling arrows out of targets. Injury from nock or boss falling off stand	Risk of injury	All	3	1	3	Archers are instructed on safe collection of arrows, walk to targets, stand back when arrows are being pulled. Archers are reminded by target companions or Field Captain if necessary. Targets to be set up correctly with bosses attached to stands.	2
Arrows missing target and bouncing back	Risk of injury	All	4	1	3	Safety netting hung behind bosses.	2
Archer's have an equipment failure such as limbs breaking, string snapping, dry firing of bow	Risk of injury	All	4	1	4	Archers to ensure that their kit is in good order and replace items as necessary. Archers ensure that they do not dry fire their bow.	2
Injury from arrows missing the boss	Body injury.	All	2	2	4	An archer finding the arrow to move it to a place of safety.	2
Injury and damage from piles in the boss	Injury and possible damage to other archers' arrows	All	2	2	4	An archer losing a pile in a boss should report it to the	2

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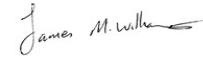
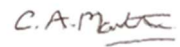
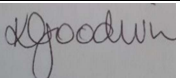
Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
						Field Captain, if it cannot be removed it should be reported to the Secretary.	
Injury from arrows stuck in target frame or boss	Injury from arrow sticking out of boss or woodwork and cross contamination	All	2	2	4	If archer is not able to remove the arrow, they are to inform the Field Captain.	2
Equipment left behind by archers who have left the range	Loss of equipment and potential danger if equipment was used by a member of the public	All	4	2	8	Archers to ensure they take all their equipment with them when they leave the range. Area to be checked by Field Captain before leaving the area to check it is clear of all archery equipment. Anything left to be locked away or taken by the Field Captain.	2
Archer, coach or parent has an accident at the archery venue	Body injury	All	4	1	4	Archers to follow normal safety rules to maintain safety. <b>Archers to bring their own first aid kit.</b> Archers should have access to a charged mobile phone so that they can seek appropriate assistance if needed. Any accidents must be recorded in the club accident book in the grey box. <b>What3Words location organist.paves.fluffed</b>	2

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Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
Volunteer has an accident at the archery venue	Body injury	All	4	1	4	Volunteers to follow normal safety rules to maintain safety. <b>Volunteers to bring their own first aid kit.</b> Volunteers should have access to a charged mobile phone so that they can seek appropriate assistance if needed. Any accidents must be recorded in the club accident book in the grey box. <b>What3Words location, organist.paves.fluffed</b>	2
Archer, coach, volunteer or parent becomes ill whilst on the archery range	Infection may be passed to another archer and their family	All	3	3	9	Should you become ill whilst at the archery range you must inform someone that you feel ill. Please seek appropriate assistance if needed.	3

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<b>The risk of this Range is assessed as - Tolerable</b>							
<b>Risk Classification</b>							
Note: Risk = Likelihood x Severity				<b>Severity</b>			
				1	2	3	4
Likelihood	4	4	8	12	16		
	3	3	6	9	12		
	2	2	4	6	8		
	1	1	2	3	4		
<b>Risk Classification and Action</b>							
<b>The risk of this Range is assessed as...</b>				<b>2.25</b>			
Designation	Classification	Action					
<b>6 to 16</b>	<b>Unacceptable</b>	This situation is not tolerable. Shooting shall not start or be continued until the risk has been reduced.					
<b>3 to 4</b>	<b>Tolerable</b>	Shooting can continue as long as all control measures are in place and observed					
<b>1 to 2</b>	<b>Low</b>	Little or no risk					

Name	Role	Signature	Date
James Williams	Chair		6-10-2025
Chrissie Mortlock	Secretary		6-10-2025
Kate Goodwin	Deputy Safeguarding Officer		6-10-2025