

## **Bowmen of Rutland Archery Club**

### **Target Archery Risk Assessment**

#### **General Shooting**

**Archers must book a lane via the Booking System that found in the members section of the website.**

#### **Club Shooting Sessions**

**Booking is not required for Club Shooting Sessions**

**Club Shooting Sessions are on Monday and Thursdays, 16.00 to 21.00 or dusk whichever is earlier and Saturday afternoon 14.00 to 16.00.**

**For Club Shooting Sessions, members may turn up and shoot without prebooking, but archers **must** sign the register before they start to shoot. For insurance purposes the names of all those shooting must be recorded.**

**Booking is not required for Club Coaching Sessions, Junior Shoots or Compound Workshops. A register will be available for these sessions.**

**Normal shooting fees will apply to all sessions.**

## Bowmen of Rutland Archery Club

<b>Function:</b>	Target Archery	<b>Club:</b>	Bowmen of Rutland
<b>Location/site of activity:</b>	Greetham Valley Golf Club Ground, Wood Lane, Greetham. Rutland LE15 7SN	<b>Date Assessment carried out:</b>	15-04-2025
<b>Groups at risk:</b>	Club Members, Archers, Volunteers, Parents, Carers, Spectators	<b>Version Number:</b>	Version 8.4
<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>	16-4-2025	<b>Planned review date:</b>	16-10-2025

## 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. For general shooting members must book a slot. For Club Shooting Sessions archers must sign the register before they start shooting.	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
Cross contamination from toilet block.	Risk of infection to other people	All	3	3	9	Archers may access toilet block using key stored in key safe. All toilet facilities to be cleaned on a regular basis.	3
People entering the range whilst archers are shooting,	Risk of being shot	All	4	3	12	Signs at all entrances to the range, warning that archery is in progress. Archers know the importance of remaining behind the shooting line. Additionally, anyone not shooting must remain behind the waiting line.	4
Arrows accidentally being shot outside of safety zone.	Risk of injury	All	4	3	12	Archers shoot at distances that they are capable of reaching.	4

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Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
						Archers follow Archery GB Rules of Shooting. No draw to be used that could result in the arrow going beyond the safety zone.	
People crossing the shooting line whilst archery is in progress are at risk of being shot	Risk of injury	All	4	3	12	Implementing an Archery GB whistle system, where arrows can only be collected when a whistle is blown three times by the field captain and shooting can only commence when the whistle is blown once. In some cases, verbal commands may be used.	4
Injury from pulling out arrows at the target	Body injury	All	3	3	9	Archers use the correct method to collect and pull arrows, walking to the side of the boss and ensuring the area is clear of other archers.	2
Injury from arrows missing the boss and left in the grass	Body injury	All	2	2	4	Archers follow the correct way to collect arrows and to look for arrows that may have missed the boss. An archer finding an arrow that is not theirs should move it to a place of safety. If an archer loses an arrow, the archer should report it as soon as possible to the field captain. If not found by the	2

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Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
						end of the session its loss to be reported to the secretary as soon as possible.	
Injury from arrows stuck in target frame or boss	Some risk of Injury from an arrow sticking out of a boss or woodwork	All	2	2	4	If an archer is not able to remove the arrow, they are to tie a piece of hazard tape to the end of the arrow to make it more visible and to prevent the next archer on the boss being injured by walking into the arrow. If the arrow cannot be removed it should be reported to the secretary as soon as possible. Each archer should do a brief risk assessment of the boss before putting up their target face; anything sticking out of it, anything broken and in need of repair. Archers to report anything untoward to the Secretary.	2
Injury or damage from piles in the boss	Some risk of injury and damage to other archer's arrows	All	2	2	4	If an archer loses a pile in a boss, at a suitable time the archer or field captain will attempt to remove it. If it cannot be removed the field captain or archer is to report it to the secretary as soon as possible.	2

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Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
Equipment left behind by archers who have left the range	Loss of belongings.	All	2	2	4	Archers to ensure they take all their equipment with them when they leave the range. Coaches, instructors and volunteers to ensure they take all their possessions with them when they leave the range. Any equipment left behind (e.g., scopes, tabs etc) may not be secured	2
Archer, coach or parent has an accident at the archery ground	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> as the club's kits may not be available. Archers should have access to a charged mobile phone so that they can seek appropriate assistance if needed. Any accidents must be reported to the Secretary as the accident book may not be accessible. <b>What3Words location, wing fades overcomes.</b>	2
Volunteer has an accident at the archery ground	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> as the club's kits may not be	2

## Bowmen of Rutland Archery Club

Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measures	Risk with Control Measures
						available. Volunteers should have access to a charged mobile phone so that they can seek appropriate assistance if needed. Any accidents must be reported to the Secretary as the accident book may not be accessible. <b>What3Words location, wing fades overcomes.</b>	
Archer, coach, volunteer or parent becomes ill whilst on the archery range	Infection may be passed to others	All	3	3	9	Should you become ill whilst at the archery range you must inform someone that you feel ill, and then leave immediately and go home. Please seek appropriate assistance if needed.	3

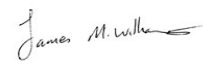
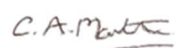
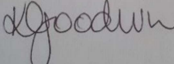
**The risk of this Range is assessed as - Low**

## Bowmen of Rutland Archery Club

Risk Classification							
Note: Risk = Likelihood x Severity				Severity			
				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	

Risk Classification and Action	
The risk of this Range is assessed as...	2.64

Designation	Classification		Action
6 to 16	Unacceptable		This situation is not tolerable. Shooting shall not start or be continued until the risk has been reduced.
3 to 4	Tolerable		Shooting can continue as long as all control measures are in place and observed
1 to 2	Low		Little or no risk

Name	Role	Signature	Date
James Williams	Chair		16-04-2025
Chrissie Mortlock	Secretary		16-04-2025
Kate Goodwin	Deputy Safeguarding Officer		16-04-2025