

## Archery Safety Arrangements and Risk Assessment

**Summary**

**Significant hazards:** Arrows, the weather, other people, midges, distraction and lack of concentration.


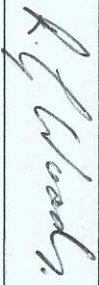

**Associated risks:** Puncture wounds, cuts and bruises, sunburn, dehydration, hypothermia and muscular strain.

**Controls:** Participants to be briefed on the safety arrangements by the person in charge.

The activity will be lead by a competent instructor(s).

Regular inspections of the equipment are to be carried out.

Lapwing Lodge Management Board will carry out and record the findings of safety compliance inspections and take appropriate corrective action when necessary.

		Signed:	Date:
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Reviewed by:	Robert Woods, Activities Coordinator		7/1/15
Approved by:	Hilary Graham, Chair Person		
Issue date:			
Next review date:			

## Archery

### Rule 9.36 Archery

- a. The person in charge of archery should have reached the standards of the Community Sports Leaders' Award of the Grand National Archery Society and should instruct archery according to the standards of the Grand National Archery Society.
- b. Shooting at targets representing human beings or animals is not permitted as a part of any Scout activity, nor on property owned or leased by, or used in the name of, the Scout Movement.

#### Supervision requirements:

**Activities Coordinator:** This person is responsible for the implementation of the archery safety arrangements.

**Person in Charge:** A single instructor will be appointed in charge of all archery activity. This person will have overall responsibility.

**Qualifications:** All instructors will be **at least** qualified to **the standards of the Community Sports Leaders' Award of the Grand National Archery Society.**

**Ratios:** The Instructor / participant ratios for archery must never exceed **1:12** **1:8**

## Lapwing Lodge Risk Assessment: Archery

### Summary of health & safety controls and pre-activity assessments record:

Actions	PIC to record findings of their assessments.
Name of competent Person in Charge (PIC):	
PIC to visually inspect archery equipment for defects:	
PIC to assess weather conditions:	
PIC to assess ability / health of the group:	
PIC to record the number of those participating:	
PIC to brief the group on the safety arrangements:	
PIC to lead warm-up exercise.	
<b>PIC signature, date and time</b>	

### Lapwing Lodge Risk Assessment: Archery

What are the hazards?	Risk	Who might be harmed	Risk Control	Responsibility
Unauthorised Use of equipment	Injury from misuse	Anyone	When not in use equipment shall be stored in a secure location.	Staff – Person in charge
Weather	Hypothermia	All Participants	Staff to ensure that clothing is appropriate to the prevailing weather conditions.	Staff – Person in charge
Weather	Sunburn and dehydration	All Participants	Ensure that all participants are aware of the need to protect themselves from the sun and drink water.	Staff – Person in charge
Extreme Weather	Lightning	All Participants	If lightning or other extreme conditions are to be expected the session must not proceed. If conditions manifest themselves during the session abandon and get the group to safety as quickly as possible.	Staff – Person in charge
Wind	Stray arrows Target gets blown over	Anyone	Staff to make a judgement when the wind becomes excessive. If so, the session must not proceed.	Staff – Person in charge

## Lapwing Lodge Risk Assessment: Archery

Midges	Distraction leading to an accident	All Participants	Staff to make a judgement when the midges are excessive. If so, the session must not proceed.	Staff vigilance throughout session.	Staff – Person in charge
Bows and arrows	Failure of equipment leading to injury	All Participants	Pre-use inspections to be carried out by a qualified Instructor.	Equipment to be monitored throughout session.	Staff – Person in charge
Target	Falling onto a person	Anyone	Target to be secure and inspected before use	Target to be monitored throughout session.	Staff – Person in charge
Safety Net	Damaged net allowing arrows through – person falling onto arrow	Anyone	Check that nets are installed properly. Check nets do not have excessive holes. Check nets are in correct position. Damaged nets to be replaced.	Instructor to look for missing arrows. Instructor to report the quantity missing arrows. Every effort to be made to recover missing arrows.	Staff – Person in charge
Walking in to archery area.	Being struck by an arrow	Anyone	Archery area to be roped off. Ensure warning signs are in place and visible. All spectators to stay behind safety line.	Warn other visitors that archery is taking place and explain boundaries.	Staff – Person in charge
Walking in the archery area.	Being struck by an arrow Trip / stumble	All Participants	Brief group on appropriate behaviour.		Staff – Person in charge

### Lapwing Lodge Risk Assessment: Archery

Archery	Arrows shot towards others.	All Participants	Clear briefing by suitably experienced instructor to include always point arrow at target	Clearly defined area for archery. Limited number of people at shooting line.	Staff – Person in charge
Archery	Getting hit by arrows	Anyone	Only loose arrows on command from shooting line. Point arrows at target or floor at all times. No deliberate high or wide shooting. Wait until instructed to collect arrows from the target. No standing directly behind anyone withdrawing arrows from the target.	Instructor to monitor area around and behind archery ranges, and stop session if there are other people in the area.	Staff – Person in charge
Archery	Running into an arrow	All Participants	Briefed on walking. No running in archery area.		Staff – Person in charge
Archery	Walking into arrows.	All Participants	Briefed on how to withdraw arrows, including look behind for others before pulling the arrow out.		Staff – Person in charge
Archery	Catching hair/jewellery	All Participants	Advise participants to remove all jewellery and tie hair back.		Staff – Person in charge
Archery	Cut fingers	All Participants	Finger guard to be worn.		Staff – Person in charge