

Name of activity, event, and location	Archery Cudham Shaws Outdoor Centre East Field	Date of risk assessment	June 2022	Name of person doing this risk assessment	J Baxter
		Date of next review	January 2023		

What hazard have you identified? What are the risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults?	Review & revise. What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.</p>	For example: young people, adult volunteers, visitors	<p>Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you're doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
Injuries from inadequately managed shooting range	All	Participants instructed to only point the bow downrange. Participants instructed to stay behind the shooting line until given the command to collect arrows. Instructor to be aware of the whole range/ overshoot area for members of the public. All instructors have Archery Permit recorded on Compass or similar within other organisations. Clear boundaries and warning signs to be established around the range. Sessions checked for safety by an appropriately experienced/ qualified person. All ranges have safety netting to the rear of the targets and a clearly defining 'NO GO' area around the range.	
Shooting injury to foot	Leaders and Participants	All participants to wear closed toes shoes or boots – no open toed sandals. Instructors have the authority to ask participants to change into suitable footwear or prevent them from taking part if the suitable shoes are not being worn. Participants taught how to carry arrows correctly to reduce likelihood of injury. Correct ways of shooting demonstrated and explained to all participants	
Arm hit by bow string	Participants	Participants to wear arm guards on the inner forearm of the arm holding the bow	
Running into an arrow	Participants	Participants not allowed to run on range at any time	
Injury from poorly maintained/damaged equipment	Participants/ Instructors	All staff trained in procedures and methods of checking equipment. Equipment is checked before use in addition by instructors holding a minimum qualification of Archery GB instructor award or Scout Permit	
Injury from falling bosses/targets	Participants/ Instructors	Security of bosses and targets to be checked before use. Correct technique for arrow retrieval to be demonstrated and monitored throughout session	

Injury when removing arrows from targets	Participants/ Instructors	Correct technique for arrow retrieval to be demonstrated and monitored throughout session. Sessions checked for safety by an appropriately experienced/ qualified person.	
Adverse weather: lightning	Participants/ Instructors/ Viewing	If there is thunder and lightning the activity is stopped until at least 15 minutes after the last lightning strike. Weather forecast to be checked at the start of the day by Instructor/ Activity Manager or Duty Manager,	
Adverse weather: high wind	Participants/ Instructors/ Viewing	Activity will be cancelled if winds are forecast higher than 25 miles per hour - if during the day wind speeds exceed 25 miles per hour the activity will be postponed until the wind reduces or rescheduled	
Slips trips and falls	Participants/ Instructors	Activity takes place in the natural environment where the ground is often uneven, wet, slippery. Participants and instructors to wear appropriate closed toe footwear for the environment.	
Hair/ jewellery/ clothing or other items entangling in the bow/ arrow	All participants	All participant advised to remove or tuck out the way all jewellery before the start of the session, no dangling earrings allowed at all. Hair should be tied up or out of the way.	
Insufficient adult supervision	All participants	Group leader/ supervising adult is responsible for the behaviour and pastoral care of the group, however on occasion the leader may need to step away from the activity. Staff have had child protection training and aware of their position within the group. Staff are aware if they need to, they can end/ pause the session or have participants sit out. Staff can phone the office/senior staff for back up if required.	
Insufficient adult supervision	All participants	The Group/Units Risk Assessment will indicate the number of leaders / Adults required for their Group / Unit. This is to be maintained by the Group / Unit the Archery Instructors are in addition to this. In the event the ratio falls below the optimum the Instructors may choose postpone the session until the ratio is returned or they may choose to continue using the instructors as part of the required ratio.	