



Background

The Rules of Shooting and Range Safety/Control as published by Archery GB/GNAS and any subsequent amendments apply at all times and shall be observed. **All Members and in particular new Members** are strongly advised to read and familiarise themselves with the Club's Shooting Rules, a copy of which has been issued to everybody and is also available on the WAC Website.

The hazards identified below are those considered to pose significant risk. Hazards and their risks will be kept under constant review. Refer to the "Health and Safety: Policy and procedures" document (on website) to determine how risks are rated.

Risk ID	Activity	Hazard	Consequences	Person(s) exposed	Severity (S)	Likelihood (L)	Risk rating (SxL)	Existing control measures and effectiveness	Residual risk (SxL)	Control actions
1	Removing/replacing items in storage before/ after shooting	Removing bosses from rack (boss weight = 40kg)	Strained muscles (esp back) Compression injuries	Archers	2	2	4	Care to be taken to ensure bosses are removed in a controlled manner. Ideally, a 2-adult job	2 (1x2)	2 adults to remove each boss from rack
2	Removing/replacing items in storage before/ after shooting	Loading bosses (40kg) onto trolley	Strained muscles (esp back) Compression injuries (fingers)	Archers	2	2	4	Lifting bosses onto trolley should be performed by 2 persons in controlled manner.	2 (1x2)	2 adults to lift each boss onto trolley
3	Removing/replacing items in storage before/ after shooting	Handling boss stands	Strained muscles	Archers	2	1	2	Wooden stands weigh approx. 10kg. Care taken when lifting/moving stands	1	Common sense
			Splinters	Archers	1	2	3	Look out for protruding splinters and staples.	1	Boss stands to be kept in good repair.



Health and safety
Risk assessment: general risks

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4	Field layout	Transporting equipment on trolley	Strained muscles Compression injuries	Archers	2	2	4	No more than 6 bosses and stands to be placed on trolley Ensure trolley is not overloaded and load does not become unbalanced when moving	2 (2x1)	Careful placement of bosses and equipment. Leaving dry target faces on bosses not permitted (slippery).
			Strained muscles	Archers	2	2	4	No more than 6 bosses and stands to be placed on trolley. Trying to move 3+ bosses should not be undertaken by sole archer	2 (2x1)	Other archers to assist in moving trolley
5	Field layout	Lifting bosses onto/off stands	Strained muscles Compression injuries (fingers)	Archers	2	2	4	Straw bosses weigh approx. 40kg. Procedure to performed by 2 adult archers in a controlled manner	2 (2x1)	Careful placement and removal of bosses
6	Field layout	Moving targets to new distance	Strained muscles	Archers	2	2	4	Straw boss and stand weigh approx.. 50kk. Procedure to performed by 2 adult archers in a controlled manner	2 (2x1)	Cooperation between the 2 archers



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7	Field layout	Moving targets to new distance	Splinters	Archers	1	2	2	<p>The target stands are made of wood and will occasionally be hit by arrows with the risk that splinters of wood may be loose and penetrate unprotected hands.</p> <p>Many stands have strips of thick rubber attached to the faces of the stand legs to reduce this problem.</p> <p>Several pairs of thick gloves are available in the container for archers to use.</p>	1	<p>Archers to use protective gloves made available for them</p> <p>Equipment Officer(s) to complete the task of adding strips of rubber to the stand legs</p> <p>Replace badly damaged stands</p>



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8a	Shooting	Arrows	Death, serious injury	Archers	3	2	6	During shooting archers shoot from a defined shooting line controlled by the Field Captain. All non - shooting archers wait behind a defined waiting line for their turn to shoot. Shooting commences only on clear whistle commands and ceases when verbal or whistle commands from the Field Captain are issued. Archers are notified that anybody may call a "FAST" in the event of a hazardous situation or encroachment on or close to the range.	3 (3x1)	Only the Field Captain may issue the command to move forward from the Shooting Line to collect arrows



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8b	Shooting	Arrows	Death, serious injury	Beginners	3	2	6	Coaching is under the control of Archery GB Qualified Level 1 coaches. Initial training on range and equipment safety is fully explained and detailed in Session 1 of every Beginners course before shooting commences and further reinforced on all subsequent sessions. All beginners are observed and trained on a 1 to 1 basis during the course and not allowed to shoot under less intensive supervision until considered reasonably competent	3 (3x1)	Coaches to remain vigilant



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9	Shooting	Arrows	Death, serious injury	Spectators, including non shooting archers	3	2	6	People in this category are not allowed onto the range until after shooting has finished and only then when under the direction of a Senior Club Member	3 (3x1)	Non shooting persons must wait behind the 'waiting line'
10a	Shooting	Arrows	Death, serious injury	Public	3	2	6	The site is private property bounded by perimeter fences. The shooting ranges all have the required safety overshoot. A warning sign is placed in the site where public has access.	3 (3x1)	Should members of public encroach onto any part of field then any archer can shout 'FAST' to bring shooting to a halt.



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10b	Shooting	Arrows	Death, serious injury	Public	3	2	6	The overshoot areas exceed Archery GB's recommended distances. However, inexperienced archers shooting a powerful bow at a 'Clout' shoot may overshoot the safety zone into a rarely used open area. (See "Range Layout" document)	3 (3x1)	Field Captain to ensure inexperienced archers are properly instructed and will not allow shooting should members of public stray into area within possible range of arrows.
11	Shooting	Arrows in ground	Mild penetrative injury of lower limbs	Archers, spectators	2	2	4	Archers, spectators informed to always look at ground when approaching targets. Open toed footwear banned.	2 (2x1)	
12	Shooting	Arrows	Penetrative injury	Archers	3	1	3	Archers informed (as part of initial training) not to carry arrows in hand with point (pile) at top	1	Archers to either place arrows in quiver (preferably) or carry with point down.



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13	Shooting	Arrows – removing from boss	Mild penetrative injury (nock end), upper body	Archers, spectators	2	2	4	Archers (as part of initial training) and spectators informed not to stand in front of target when arrows removed. Archers removing arrows informed (as part of initial training) to ensure no one behind them.	2 (2x1)	
14	Shooting	Arrows – removing from boss	Mild penetrative injury (splinters)	Archers	2	1	2	Archers informed (as part of initial training) that using bare hands to remove arrows risk splinters, specifically from carbon coated arrows.	2	Archers to use their own arrow pullers or gloves.
15	Shooting	String impact on arm	Slight injury. Possible bruising. Pain on impact.	Archers	1	3	3	All archers must purchase their own arm bracers. All beginners to be given to be issued with suitable bracers by Club	1	Coaches to instruct on correct position of brace and ensure correct bow hand positioning.



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16	Shooting	Bow too powerful for archer	Pulled muscles	Archers (esp beginners)	2	2	4	All beginners to be issued with suitable bows by Club Beginners instructed on correct method of drawing bows.	2 (2x1)	Coaches to ensure beginners have correct bow for their physique and strength. Coaches ensure bows are drawn and loosed correctly.
17a	Shooting	Equipment failure	Impact or penetrative injuries	Archers	2	1	2	Archers to ensure personal equipment is properly maintained and examined frequently to determine possible causes of failure – particularly bow limbs and arrows.	2	Frequent examination and remedial action.



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17b	Shooting	Equipment failure	Impact or penetrative injuries	Beginners	3	2	6	Informally all equipment is checked by Coaches at every training session	3 (3x1)	Equipment officer checks all beginners' equipment prior to each course and either repairs or discards damaged items.
18	Shooting	Trips and falls	Skeletal, joint or tissue injury	Archers & spectators	2	2	4	The shooting line is a length of plastic coated line extended between 2 (or more) metal rods. If line extends over depressions in field the likelihood of a trip occurring increases. Members are informed of risk. Retaining pegs are available to hold line close to ground.	2 (2x1)	Retaining pegs to be used at all times when shooting visitors present, and informed of risk. For closed shoots (members only), the Field Captain to determine need for pegs based on conditions.