

Adventure Sunderland



Activity Risk Assessment

Archery

Location: Scout Hall

Any areas outside of this need a site specific risk assessment and management approval

| Hazard | Potential harm | To Whom | Control Measures |
|---------------------------------|------------------------|-----------------------------------|---|
| Misuse of equipment | Personal injury, Death | Staff, participants and public | Only staff qualified and/or 'signed off' may deliver the activity. Staff to control use of equipment and brief on correct use. |
| Equipment failure | Personal injury | Staff, participants and public | All equipment checked prior to use and taken out of service if not safe. All equipment to meet Archery GB standards. Staff to ensure equipment used correctly and sized for archer. |
| Dangerous conduct | Personal injury | Staff, participants and public | Set clear rules during general safety instruction before session begins. Clear briefing by staff of safety rules at the start of the session. Include the instruction not to distract those shooting at any time. Staff to be on shooting line at all times when shooting in progress. Staff to control and supervise equipment when not in use. Only small groups on range (4 shooting) without support/extra staff. |
| Loose hair/jewellery | Personal injury | Staff and participants | Advise participants to remove all jewellery and tie hair back. |
| Arrow in flight | Personal injury, Death | Staff, participants and public | Shoot arrows on command and only from shooting line. Point arrows at target at all times. No deliberate high or wide shooting. All spectators to stay behind safety line. All participants to wait until instructed to collect arrows from the target. Warn non-participating staff that archery is taking place and explain boundaries. Ensure warning signs are in place. |
| Entry to range | Personal injury, death | Staff and participants and public | Signage to be placed on door + door locked from inside. Fire escapes only open outwards. If participants need comfort break ALL SHOOTING MUST STOP until they return to the range and the staff member is satisfied all participants are behind the safety line. |
| Overshoot | Personal injury, | Staff, participants and public | Netting in place to protect building and prevent rebounds. Deliberate missing will result in exclusion from session. |
| Bow string | Personal injury, | Staff and participants | Arm Guards to be used and instruction on correct way to hold bow given. |
| Arrow knocks protruding targets | Personal injury, | Staff and participants | Staff to brief as to correct way to approach target, no open toes shoes to be worn. No running on range. |
| Rebounding arrows | Personal injury, death | Staff and participants | Minimum of 7m shooting line from target. |

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| Slips, trips, falls | Personal injury | Staff and participants | Area to be kept tidy. Ensure that none of the participants run on the shooting range. |
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Risk assessments are to be reviewed on an annual basis unless an incident occurs, which then dictates immediate review of the risk assessment.

This Review completed by: Mike Clapham

Signed: *Mike Clapham*

Date: 17/01/2024

This version checked by: Cem Griffith

Signed: *Cem Griffith*

Date: 17/01/2024

To be completed by Centre Manager:

I consider this risk assessment to be suitable to control the risks to the health and safety of both employees undertaking the tasks involved and any other person who may be affected by the activities.

Name: Mike Clapham

Signed: *Mike Clapham*

Date of next review: 01/02/2025