

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:

Archery

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre

Date of Assessment

17/10/13

Date of Issue

1 January 2014

Assessment carried out by

HS

Signature

Reviews

Review Date	Reviewed by	Date	Changes Made	
			Y	N
Nov/Dec 2021	IW,GN,DH,PV	15/12/21		N
Nov 2022	IW/DH/GN/PV	3/11/22	Y	
Nov 2023	IW/GN/DH/PV	14/11/23	Y	
Nov 2018	JC	7/11/18		N
	PV	15/11/18	Y	
Nov2019	ME	28/10/19		N
Dec 2020	JP	2/12/20		N

Affected persons:

Young People/Clients

Staff

Visitors

Contractor

Others (specify)

Name of Manager confirming and agreeing Assessment:	IP
Signature:	

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.

## RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p><b>Injury from arrow.</b></p>	<ul style="list-style-type: none"> <li>Instructor should hold relevant archery qualification.</li> <li>Maximum of four students to one instructor on the shooting line.</li> <li>Students briefed only to load arrows at the shooting line.</li> <li>The range must be set out with a clear shooting line and waiting area. For Outdoor sessions an additional exclusion zone should be added</li> <li>Area behind and to the side of targets must be either a solid brick wall protected by a target net or to be marked as out of bounds.</li> <li>Warning signs put out as necessary.</li> <li>Group briefed to keep arrows pointing down the range at all times and not to cross the shooting line unless specifically told to do so by the Instructor.</li> <li>Group briefed on the meaning of specific archery command and the importance of not distracting shooters.</li> <li>Group briefed on procedure for collecting arrows and the safe way to carry them.</li> </ul>	X	Instructor leading the session	<p>Other students to remain seated</p> <p>Use of lookouts for outdoor sessions</p> <p>Approaching the target from the side and placing one hand on the target and one on the arrow. All arrows to be counted in and out.</p>		
<p><b>Injury from equipment</b></p>	<ul style="list-style-type: none"> <li>Visual check of equipment made by staff prior to each session.</li> <li>Damaged equipment taken out of use.</li> <li>Use of appropriate size/weight of bow and</li> </ul>					

<p><b>Injury from collapsing target</b></p> <p><b>Injuries to hands and arms from bowstring.</b></p> <p><b>Physical contact with young person</b></p> <p><b>Slips trips and falls.</b></p> <p><b>Illness</b></p> <p><b>Inappropriate behaviour</b></p> <p><b>Safeguarding</b></p>	<p>arrow length for individuals.</p> <ul style="list-style-type: none"> <li>• Target checked prior to use. Group briefed on correct removal of arrows from target.</li> <li>• Supervision by staff.</li> <li>• Briefing on correct fitting use of arm guards and finger tabs.</li> <li>• Correct shooting technique used.</li> <li>• Brief group not to draw or fire bow without an arrow.</li> <li>• Archery GB state in their guidance that effective archery teaching is tactile.</li> <li>• Group to be made aware of this and to be given a full briefing on technique.</li> <li>• Staff to help students, touching them only as necessary on appropriate parts of their body eg. hands, arms, shoulders and in an appropriate manner.</li> <li>• Safeguarding guidelines to be followed.</li> <li>• Safety briefing and identification of particular hazards.</li> <li>• Group warned not to run when on the archery range.</li> <li>• Staff should make themselves aware of existing medical conditions within the group.</li> <li>• Group briefing and management</li> <li>• Use of 'Sin Bin' facility or suspension of activity</li> <li>• Group briefing and management.</li> <li>• Staff vigilance.</li> <li>• Visiting staff and participants to be aware of the tactile nature of effective archery teaching.</li> </ul>			<p>Those with known allergies/conditions to have access to own inhaler, adrenalin auto injector or appropriate medication</p>		
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<p><b>Additional potential hazards associated with a person's disability</b></p>	<ul style="list-style-type: none"> <li>• Additional measures may need to be taken to enable visitors with a disability to engage with the activity.</li> <li>• If using the tabletop bow set-up then the bow should be appropriately clamped to the table.</li> </ul>			<p>Additional staff may be required.</p> <p>Additional time may need to be factored into the session.</p> <p>For visitors with disabilities a discussion with the participant along with visiting staff/carer should be had to ensure the most appropriate equipment is used.</p>		
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