

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

Heather Staple

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	Jenny Clarke	7/11/18		N
	Paul Vardy (enc Adv)	15/11/18	Y	
Nov2019	Mark Ellis	28/10/19		N
Dec 2020	Janine Price	2/12/20		N

Affected persons:

Young People/Clients

☒

Staff

☒

Visitors

☒

Contractor

☐

Others (specify)

Name of Manager confirming and agreeing Assessment:	Ian Price
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
Injury from arrow.	<ul style="list-style-type: none"> Instructor should hold relevant archery qualification. Maximum of four students to one instructor on the shooting line. Students briefed only to load arrows at the shooting line. The range must be set out with a clear shooting line and waiting area. For Outdoor sessions an additional exclusion zone should be added 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. Warning signs put out as necessary. 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. Group briefed on the meaning of specific archery command and the importance of not distracting shooters. Group briefed on procedure for collecting arrows and the safe way to carry them. 		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>		
Injury from equipment	<ul style="list-style-type: none"> Visual check of equipment made by staff prior to each session. Damaged equipment taken out of use. Use of appropriate size/weight of bow and 					

	<p>arrow length for individuals.</p>					
Injury from collapsing target	<ul style="list-style-type: none"> Target checked prior to use. Group briefed on correct removal of arrows from target. Supervision by staff. 					
Injuries to hands and arms from bowstring.	<ul style="list-style-type: none"> Briefing on correct fitting use of arm guards and finger tabs. Correct shooting technique used. Brief group not to draw or fire bow without an arrow. 					
Physical contact with young person	<ul style="list-style-type: none"> Archery GB state in their guidance that effective archery teaching is tactile. Group to be made aware of this and to be given a full briefing on technique. Staff to help students, touching them only as necessary on appropriate parts of their body eg. hands, arms, shoulders and in an appropriate manner. Safeguarding guidelines to be followed. 					
Slips trips and falls.	<ul style="list-style-type: none"> Safety briefing and identification of particular hazards. Group warned not to run when on the archery range. 					
Illness	<ul style="list-style-type: none"> Staff should make themselves aware of existing medical conditions within the group. 			Those with known allergies/conditions to have access to own inhaler, adrenalin auto injector or appropriate medication		
Inappropriate behaviour	<ul style="list-style-type: none"> Group briefing and management Use of 'Sin Bin' facility or suspension of activity 					
Safeguarding	<ul style="list-style-type: none"> Group briefing and management. Staff vigilance. Visiting staff and participants to be aware of the tactile nature of effective archery teaching. 					

Additional potential hazards associated with a person's disability	<ul style="list-style-type: none">• Additional measures may need to be taken to enable visitors with a disability to engage with the activity.• If using the tabletop bow set-up then the bow should be appropriately clamped to the table.			<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>		
---	--	--	--	---	--	--