

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR: Archery (inc Tin Can Archery)

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre

Date of Assessment	17/10/13	Date of Issue	1 January 2014
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Assessment carried out by

HS

Signature

Review Date	Reviewed by	Date	Reviews	
			Changes Made	
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	
Dec 2024	IW GN PV	6/02/24	Y	
Dec 2025	IW/GN/PV	02/12/25	Y	
Nov 2019	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
<b>Injury from arrow.</b>	<ul style="list-style-type: none"> <li>Instructor should have held/ 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 commands and the importance of not distracting shooters.</li> <li>Group briefed on procedure for collecting arrows and the safe way to carry them.</li> <li>Tin can archery range is a reduced length due to the use of lower strength bows and plastic arrows so reduced chance of injury from bounce back</li> </ul>		Instructor leading the session	Internal updates/training days  Other students to remain seated  Use of lookouts for outdoor sessions  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.		

<b>Injury from equipment</b>	<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 arrow length for individuals.</li> <li>Tin cans may have sharp edges</li> </ul>		<p>Metal arrows must not be used in tin can archery</p>	
<b>Injury from collapsing target</b>	<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> </ul>			
<b>Injuries to hands and arms from bowstring.</b>	<ul style="list-style-type: none"> <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> </ul>		<p>Long sleeves advised</p>	
<b>Physical contact with young person</b>	<ul style="list-style-type: none"> <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>Safeguarding guidelines to be followed.</li> </ul>			
<b>Slips trips and falls.</b>	<ul style="list-style-type: none"> <li>Safety briefing and identification of particular hazards.</li> <li>Group warned not to run when on the archery range.</li> </ul>		<p>Those with known allergies/conditions to have access to own inhaler, adrenalin auto injector or appropriate medication</p>	
<b>Illness</b>	<ul style="list-style-type: none"> <li>Staff should make themselves aware of existing medical conditions within the group.</li> </ul>			
<b>Inappropriate behaviour</b>	<ul style="list-style-type: none"> <li>Group briefing and management</li> <li>Use of 'Sin Bin' facility or suspension of activity</li> </ul>			
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>Group briefing and management.</li> <li>Staff vigilance.</li> <li>Visiting staff and participants to be aware of</li> </ul>		<p>Additional staff may be required.</p>	

<b>Additional potential hazards associated with a person's disability</b>	<p>the tactile nature of effective archery teaching.</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 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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