

## Archery Outdoor Sessions - Risk Assessment Jan 2020

### Introduction

The identified field is situated within the boundaries of the Bristol Zoo – Wild Places site. The site is situated off of Blackhorse Hill, South Glos BS10 7TP. The field has two entrances. Entrance 1 is both vehicular and pedestrian with entrance 2 being pedestrian only. There is only the one vehicular access.

The boundary marked in orange separates a lawn used by the company for corporate events. The boundary will be a minimum of 25 yards away from the range.

The boundary marked in red will extend from the edge of the range to the boundary fence – this is an added precaution to ensure any walkers using the field will approach a physical barrier with additional warning signs stating, “Do not proceed – Archery Range”.

The area marked in yellow is a clock tower which is likely to attract many of the visitors to the field and although a good distance from the range should be monitored.

The area shown on the attached map as the “Range Area” covers an area of 150yards long to 80yards wide and is in accordance with the Grand National Archery Society (GNAS) recommended range layout as shown in the diagram attached. The range complies with both the Rectangular and Trapezoidal layout.

Signage used will comply with GNAS recommended design and where appropriate will be adapted to ensure safe compliance.

For the purpose of this risk assessment the Field Captain as stated in the GNAS Rules of Shooting will be the Archery Coach / Leader.

***Risk Indicator = 1 Low; 5 = High***

Hazard	Risk	Control
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<p><i>Entrance Gate</i> This is open for vehicle and pedestrian access.</p> <p>It is behind both the waiting and shooting line.</p>	1	<p>Approach to the rear of the range is good. However, access needs to be monitored.</p> <p>FIELD CAPTAIN TO MAINTAIN VISUAL CONTROL!!</p> <p>All archers to be made aware by Field Captain at start of shoot. Warning signs to be erected. Fast to be called if any member of public is likely to walk into or near range.</p> <p>Safety Ropes and Signs to be erected guiding other users of the field away from the archery range</p>
<p><i>Moving targets from storage to Range</i> Risk of manual handling injury with particular reference to the target bosses.</p>	1	<p>Only coaches or Archery Leaders will move bosses and stands. Elected Field Captain will supervise movement. No members of the public or other staff should move the bosses unless proper training has been received. Other smaller items can be moved by others.</p>
<p><i>Set up of targets</i> Risk of manual handling injury lifting straw bosses from storage onto stands.</p>	3	<p>This to be done only by Coaches and/ or Archery Leader who have received the proper training.</p> <p>Set up supervised by Coaches and verified by Field Captain in accordance with GNAS guidance.</p>
<p><i>Selecting and Setting up equipment</i> Bows and arrows plus arm guards to be set up correctly to ensure no injury.</p>	2	<p>Coaches to provide appropriate and proper training on all sessions (where appropriate) – numbered equipment (when required) to be selected by coaches and allocated to individual who will use this equipment for all sessions.</p>
<p><i>Use of Equipment and Shooting</i> Possible injury to self and others from inappropriate use of equipment and behaviour.</p>	4	<p>Coaches will provide full instruction (including demonstrations) on the proper use of equipment and the required safety standards.</p> <p>Supervision during shooting will be on going and rigorous.</p> <p>During the safety talk consequence of not following correct procedures will be detailed.</p>

<p><i>Collecting arrows</i> Possible injury if arrows are pulled from the target incorrectly.</p> <p>Arrows in the ground on approach to targets</p> <p>Arrows that miss target could be left in ground.</p> <p><b>Potential for lost arrows</b></p>	2	<p>Coaches to give full instruction, to include demonstration on the correct technique to remove the arrow. During session coaches will accompany archers to the targets to ensure continued compliance.</p> <p>Archers to be made aware of their responsibility to inform the Field Captain of any loss of arrows. Field Captain will organise search (to include metal detectors if required) to ensure no arrows are left.</p> <p><b>A back stop net will be used to reduce the risk of arrows being lost by over shot.</b></p> <p><b>Arrows will be logged in and out on the google docs arrow log.</b></p> <p><b>Grass on the Archery will be kept short by Wild Place where ever possible to aid with arrow recover.</b></p>
<p><i>Range Set Up</i> Targets set too close or near other activities eg football.</p>	1	<p>Set up supervised by Coaches and verified by Field Captain in accordance with GNAS guidance.</p> <p>Appropriate safety ropes and warning signs to be erected to ensure compliance with GNAS guide lines.</p>
<p><i>Shooting</i> Risk of injury to public who may walk into range</p>	3	<p>Appointed Field Captain will be responsible for supervising the shooting line and archers and for monitoring all range activity.</p> <p>Where required safety lines and warning signs to be erected to identify range boundary and activity.</p>
<p><i>Security of Equipment</i> Need to ensure equipment is safely stored and secured.</p>	2	<p>Coaches will have access to storage container where all equipment will be securely stored. No unauthorised access will be allowed to storage container.</p>

This Risk Assessment will be followed in conjunction with the GNAS Rules of Shooting (copy attached) and the GNAS Coaching Risk Assessment Checklist where appropriate (copy attached).

Signed: \_\_\_\_\_

**Chris Ireson**

**Archery GB Coach**

**5<sup>th</sup> January 2019**