

### Risk Assessment – TARGET ARCHERY

<b>Number:</b>	KSTC/Act001	<b>Status:</b>	Live	<b>Issue Date:</b>	July 2020
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<b>Document Author:</b>	Brian Jackson	<b>Post:</b>	Deputy Camp Warden
<b>Approved by:</b>	Rob Williams	<b>Post:</b>	Camp Warden

<b>Purpose:</b>	The purpose of this risk assessment is to identify the common significant risks to which Kinver Staff (voluntary) and visitors are exposed and to identify appropriate control measures.
<b>Scope:</b>	The risk assessment is to be used in association with the activities that are carried out at Kinver Scout Training Camp
<b>Related Documents:</b>	<p><b>Generic Risk Assessments</b></p> <p>KISC/act.017 Supervision of Children/Young Persons on Site</p> <p><b>POR</b></p> <p>Rule 9.1 - Activity Rules - Application          Rule 9.2 - Preparations          Rule 9.3 - Home Contact          Rule 9.4 - Risk Assessment          Rule 9.5 - Emergency Procedure          Rule 9.77- Other Activities</p> <p><b>Fact sheets</b></p> <p>FS120000 – Activities - Risk Assessment          FS120406 – Archery          FS120088 – Weather Conditions</p> <p><b>Site Procedures</b></p> <p>KSTCSPOI - Archery</p>

<b>Required Personal Protective Equipment (PPE)</b>					
	Arm-Guards	Suitable Footwear			

**Data Protection Statement.**

The information and data provided herein applies only to Kinver STC for which it was written, it shall not be duplicated, disclosed or disseminated by the recipient in whole or part for any purpose whatsoever without the prior written permission of the Document Author or from Kinver STC.

It is the duty of all members to observe the following Risk Assessment to provide a code of good practice and conduct with the object of preventing accidents. At all times members must work in a safe manner both to prevent personal injury to themselves and to others.

**Important Note:** It is the duty of all members under Regulation 14 of the "Management of Health and Safety at Work Regulations 1999" to inform the 'employer', i.e. Deputy Camp Wardens, Camp Warden of any circumstances that may indicate any shortcomings in this assessment

Minimum Leader Competence	GB Archery – Leaders Award	Minimum Assistant Competence	In-house assessed
Maximum group size	12 per hour	Minimum Age of Participants	8+ years

<b>Reviewed:</b>	July 2020
<b>Next Review Due:</b>	March 2021

# GENERIC RISK ASSESSMENT



## TARGET ARCHERY

Task Element	Hazard and harmful effect	Likelihood Info	Initial risk level			Control measures to reduce likelihood	Controlled risk level		
			SEVERITY	LIKELIHOOD	RISK LEVEL		SEVERITY	LIKELIHOOD	RISK LEVEL
Maintenance of bows, arrows and associated equipment for use in target archery and checking of activity area.	<ul style="list-style-type: none"> <li>Equipment failure</li> <li>Damaged equipment leading to injury if used</li> </ul>	Young persons and adults (possibly with little or no experience) Including Members of the Scout or Guide Movement, schools, companies and other groups who may be allowed to use the campsite.	3	3	9	<ul style="list-style-type: none"> <li>All equipment to be checked by competent person on regular basis in accordance with manufacturer's instructions.</li> <li>Any faulty, broken or worn equipment to be removed from use and destroyed.</li> <li>All arrows to be repaired and checked by competent person.</li> <li>Archery Hollow and structures to be check prior to use and immediately afterwards to ensure no stray arrows are left around etc.</li> <li>All equipment to be checked out and back into store before and after use.</li> <li>All equipment to be kept in secure storage.</li> </ul>	3	2	6

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Task Element	Hazard and harmful effect	Likelihood Info	Initial risk level			Control measures to reduce likelihood	Controlled risk level		
			SEVERITY	LIKELIHOOD	RISK LEVEL		SEVERITY	LIKELIHOOD	RISK LEVEL
Use of bows and arrows at the target archery range at Kinver STC.	<ul style="list-style-type: none"> <li>• Death</li> <li>• Injury from bow or arrow</li> <li>• Injury due to misuse or failure of equipment</li> <li>• Penetrating wounds</li> <li>• Cuts, scratches, abrasions</li> <li>• Trips, slips, falls</li> <li>• Poor weather conditions</li> <li>• Slip/trips/falls</li> </ul>	Young persons and adults (possibly with little or no experience) Including Members of the Scout or Guide Movement, schools, companies and other groups who may be allowed to use the campsite.	4	3	12	<ul style="list-style-type: none"> <li>• All instructors must hold relevant up-to-date certificates for the activity.</li> <li>• Instructors not known to Kinver Warden or his deputies, or from other organisations, companies' etc., must provide valid certificates prior to activity.</li> <li>• Newly trained instructors will be supervised when running the activity.</li> <li>• Instructors will of at least 18 years of age.</li> <li>• Persons transporting bows and arrows between secure store and archery range must be over the age of 18 and escorted by competent instructor.</li> <li>• Authorised instructors only to supervise activity.</li> <li>• No more than 12 persons per session allowed at the range at any time.</li> <li>• A maximum of 4 persons to firing at once.</li> <li>• Bows to be placed on bow rest whilst anyone is on range or whilst retrieving arrows.</li> <li>• Full instruction on use of bows to be given before firing arrows</li> <li>• Bows and arrows must not be pointed at others at any time.</li> <li>• Instructor to stop activity immediately should any of the following occur                             <ul style="list-style-type: none"> <li>- Group is too large or unruly to supervise</li> <li>- No adult supervision is provided by the group</li> <li>- Any rules/instructions are broken by anyone using the activity.</li> <li>- Weather conditions deteriorate</li> <li>- A person or animal moves towards or across the target area.</li> </ul> </li> </ul>	4	2	8