

Huish Woods Campsite - Risk Assessment

Name of activity, event, and location	Archery	Date of risk assessment	June 2021	Name of person doing this risk assessment	Alys Welch
		Date of next review	June 2022		

What hazard have you identified? What are the risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard.</p>	For example: young people, adult volunteers, visitors	<p>Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you're doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
Equipment failure or faulty or damaged equipment	Anyone	All the equipment should be visually inspected immediately before use. All equipment should be subject to inspections both on a monthly and yearly basis. Faulty or damaged equipment withdrawn and reported to site.	
Injury due to improper handling and use of equipment	Archers	All participants should have adequate instruction and training in using the equipment for its intended purpose including a safety briefing.	
Injury caused by falling onto an arrow	Archers	Participants warned not to run when carrying arrows. Arrows to be carried with points safely pointing to the ground as demonstrated by instructor during safety talk at the beginning of activity.	
Hit by falling target or being injured from back of arrow or weight of target	Archers	Participants to place their hand on the target prior to pulling out the arrow to anchor the target as shown by instructor at the start of the session. Difficult to reach or deeply embedded arrows to be withdrawn by instructor.	
Hit by an arrow when collecting shot arrows	Archers	If more than one participant is shooting at a target only one collects their arrows at a target only one collects their arrows at a time. Instructor to organise when each participant approaches the target. Participants to be told to check behind them before pulling out their arrows.	

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Running into an arrow when collecting form target	Archers	When moving around the shooting area participants are not allowed to run at any time. Participants always approach the targets from the side or betewwn never straight on.	
Injury caused by distraction from participants whilst waiting to use range	Anyone	Participants to be told at the beginning of the session to keep noise down when people are shooting and reminded again when noise levels rise. To preferably be managed by another adult or leader on the range so the instructor can maintain focus on those shooting.	
Starined joints	Archers	Bows with appropriate draw strengths to be used for all participants Warm up to be used in cold weather	
Sore fingers	Archers	Use of finger tabs should be encouraged although not necessary. Warm up to be used in cold weather.	
Hit/bruised by bow string	Archers	All people shooting either child or adult must wear an arm guard.	
Arrow overshooting the target	Archers	Targets/range to be set up by a qualified instructor allowing for the recommended overshoot area at the back and sides of the range and a safety net must always be used.	
Loose clothing or piercings being caught in the bow string	Archers	Instructor to check for these hazards before shooting and ensure that clothes are either removed or tucked in. Piercings should be covered or removed before shooting. If this is not possible, they will be unable to shoot.	
Risk of tall archers and/or bow being damaged when shooting used the way covered way	Archers	Instructor to check that the bow does not hit the roof or wooden beams when the bow is being held in shooting stance on the shooting line. Either move the archer so this is not happening, or they will be unable to shoot.	
Weather conditions	Archers	Inside range – no precautions needed Outside range – to the qualified person judgemnt if the seessiomn needs to be stopped (eg. high winds / lightning).	
Covid -19 Precautions specific to Archery			
Infection through unwashed hands	All on the range	All people on the range to wash their hands before the session starts, even if theu are not shooting. All participants to sanitise their hands before and after shooting.	

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Maintain a safe distance (range specs)	All on the range	Make sure that seating in waiting area is appropriately spaced and that the targets/shooting spaces are at least 3 metres apart to allow for moving and correct positioning whilst maintaining social distancing.	
Cross contamination	Archers	Make sure if possible, all shooters are allocated their own bows. If not possible the same 2 shooters should use the same bow and it should be cleaned with a disinfectant wipe inbetween uses by the activity leader.	
Activity leader exposed	Activity leader	Appropriate PPE to be given to the activity leader for use before, during and after the session whilst cleaning any equipment used. A mask to be worn by the instructor when archers are shooting.	
Equipment storage	Activity leaders	All equipment should be stored correctly, and the log sheet should be filled in with the date, group, and activity leader's information. Once locked away any surfaces touched should be wiped down. Arm guards – ALL SHOOTERS to use the same arm guard throughout the session, these should be cleaned as they are put away, synthetic or plastic arm guards are preferable.	
Use of the same range by different sections or groups	All activity leaders	The date the range was used should be filled in on a log sheet and any handles or surfaces should be cleaned before and after use.	
Clothing (masks)	Everyone	No scarfs/neckers to be worn during the activity. Participants to wear suitable outdoor clothing. Although not recommended, if the young person wishes to wear a mask, they must leave it on and not play with it or touch it during the session.	
Cleaning	All leaders	Appropriate PPE must be provided to those carrying out the cleaning. Hand sanitizer should be over 60% alcohol content. Disinfectant soap must be provided in all toilets. Wipes and clothes used to clean should be placed in an appropriate bin bag and disposed of at the end of the season.	
Location	All those involved	Outdoor ranges only. The range must have appropriate space for all those involved to social distance properly. The use of tape to mark out areas is encouraged if possible. If not, a rope well pegged into the ground to mark safe distances should be used. Participants are encouraged to make sure they are at a safe distance apart.	
First aid	All those involved	As per the outlined emergency protocols above the person(s) administering the first aid should be supplied with appropriate PPE for the situation being dealt with. If the participants only need minor treatment, then they are to administer this themselves under supervision from a leader.	

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Group size and timings	All those involved	15 including adults (minus instructor) for the session. Session only to last a maximum of 1 hour.	
Symptom check	All those involved	All people should be symptom free (as should all household members) for at least 14 days before the activity.	
Post activity	Activity leader	Once the session is over all equipment should be cleaned with disinfectant suitable for all the material (plastic or wood) all cleaning should be done before leaving the range and once the young people have left.	