

BOWMEN OF THE TORS INDOOR RANGE RISK ASSESSMENT

HAZARDS	Who is Affected	1 st L/H	1 st S/R	Risk	Existing Control Measures	2 nd L/H	2 nd S/R	Risk with control
Slips, Trips and Falls	<ol style="list-style-type: none"> 1. Club members 2. Members of the public 3. Participants 4. Non-members (parents, spouse) 		2	4	<ol style="list-style-type: none"> 1. Keeping the range clean and tidy 2. No running on the range 3. Clear walkways and fire exits 4. Clear briefings / Full understanding of range practice and setup 5. Potential hazards are pointed out and any unnecessary hazards removed from the area 6. Archer to be wearing suitable footwear (i.e. No high heels/sandals/flip flops) 7. Range Captain/Experienced Archer will run the shooting line each session 	1	2	2
Erection of the range	<ol style="list-style-type: none"> 1. Club members 2. Visiting Archers 3. Non-members (parents, spouse) 		2	4	<ol style="list-style-type: none"> 1. Clear briefings / Full understanding of range practice and setup 2. All members/guests must be trained before they help with range set up 3. New members to be inducted on range safety and set up 4. Good manual handling practice 5. Advise on PPE which is available for use should members wish to use it. 6. Netting rig set to regulation height 	1	2	2
Failure of club equipment (i.e. stands, training bows, frames and arrows)	<ol style="list-style-type: none"> 1. Club members 2. Non-members (parents, spouse) 3. Participants 	2	2	4	<ol style="list-style-type: none"> 1. Visual inspection of the equipment before and after shooting 2. Training bows are to be checked by competent member of the coaching team 3. Any electrical equipment should be PAT tested and be in date 4. Committee/Coaches to check regularly for damage/defects and repair/replace when needed 5. Rig to be checked and assessed for any damage regularly. 	1	3	3

Public walking on to the range	<ol style="list-style-type: none"> 1. Club members 2. Members of the public 3. Participants 4. Non-members (parents, spouse) 	3	3	9	<ol style="list-style-type: none"> 1. Warning signs behind the ranges 2. Limited entry points to ranges 3. Good understanding of the dangers to other archers and the public 4. Safety training to club members and instruction on beginners' courses supplied and practiced 5. Range Captain/Experienced Archer will run the shooting line each session 	1	3	3
Impalement of arrows walking to the target and collecting from target	<ol style="list-style-type: none"> 1. Club members 2. Participants 3. Non-members (parents, spouse) 	2	2	4	<ol style="list-style-type: none"> 1. Safety training for new beginners 2. Competent archers 3. Trained non-members (parents, spouse) 4. Walking to the side of the targets 	1	2	2
High draws / Inappropriate shooting / Overshoot	<ol style="list-style-type: none"> 1. Club members 2. Participants 3. Non-members (parents, spouse) 4. Members of the public 	2	2	4	<ol style="list-style-type: none"> 1. Safety training for new beginners 2. Competent archers 3. Good understanding of the dangers to other archers and the public 4. Advise on wearing arm guards to avoid injury by string 5. Netting behind the targets 6. A Governing body guidelines 7. Range Captain/Experienced Archer will run the shooting line each session 	1	2	2
Arrows bouncing out of the target	<ol style="list-style-type: none"> 1. Club members 2. Participants 3. Non-members (parents, spouse) 4. Members of the public 	2	2	4	<ol style="list-style-type: none"> 1. Safety training for new beginners 2. Competent archers 3. Governing body guidelines 4. Range Captain/Experienced Archer will run the shooting line each session 	1	2	3

Facial injuries	<ol style="list-style-type: none"> 1. Club members 2. Participants 	2	2	4	<ol style="list-style-type: none"> 1. Archers are responsible for checking and maintaining their own personal equipment every time the bow has been setup 2. No dry releasing bows 3. Coaches will maintain club training bows and check every time setup 4. Make beginners aware of the safety issues on their course and demonstrate good practice 	1	2	2
Damage to vehicles and vehicle related injury	<ol style="list-style-type: none"> 1. Club members 2. Participants 3. Non-members (parents, spouse) 4. Members of the public 	2	3	6	<ol style="list-style-type: none"> 1. Beware of moving vehicles when in the carpark 2. Abide by the speed restriction when in school grounds 	1	3	3
Entanglement of clothing and hair	<ol style="list-style-type: none"> 1. Club members 2. Participants 	2	2	4	<ol style="list-style-type: none"> 1. Ensure long hair is tied back 2. No loose clothing to be worn 3. No looped/long earrings 	1	2	2
Carbon arrows – carbon splinters	<ol style="list-style-type: none"> 1. Club members 2. Participants 	2	2	4	<ol style="list-style-type: none"> 1. Include in the training of the beginners 2. Check your personal equipment when drawing arrows and before shooting 3. Draw arrows with a puller instead of bare hands 	1	2	2
Injury During shooting	<ol style="list-style-type: none"> 1. Club Members 2. Participants 	2	2	4	<ol style="list-style-type: none"> 1. All members/guests receive induction to range and emergency exists. 2. When not shooting all bows are stored to the side of the range. 3. Bows will be collected on instruction from Range Captain 4. When not shooting all archers, parents, guests to wait outside the hall. 	1	2	2

THE RISK OF THIS RANGE IS ASSESSED AS LOW

RISK CALCULATION MATRIX

SEVERITY	DESCRIPTION	LIKELIHOOD	DESCRIPTION
1	SLIGHTLY HARMFUL	1	HIGHLY UNLIKELY
2	HARMFUL	2	UNLIKELY
3	EXTREMELY HARMFUL	3	LIKELY

RISK CLASSIFICATION

NOTE: RISK = LIKELIHOOD X SEVERITY		SEVERITY		
		1	2	3
LIKELIHOOD	3	3	6	9
	2	2	4	6
	1	1	2	3

RISK CLASSIFICATION AND ACTION

DESIGNATION	CLASSIFICATION	ACTION
6 to 9	Unacceptable	This situation is intolerable
3 to 4	Tolerable	Calibration can continue if all control measures are in place and observed
1 to 2	Low	Little or no risk

PREPARED BY	APPROVED BY	DATE	NEXT REVIEW DATE
Scott Way - 2018 Updated by Mic Richards - 2022	Mic Richards – Chairperson Melanie Ceasar – Club Secretary	23 rd November 2022	23 rd November 2023

Comments from review-

The Committee note that the current venue at Notre Dame is not big enough for the clubs needs and are actively pursuing trying to find a new indoor venue for the club to allow it to expand and welcome new members.

The 2022 updated Risk Assessment has been shared with the following people for comment:

Louise Kelley – Sports Development Manager/Plymouth City Council

Phil Gillbanks – Chairman of DCAS (Devon and Cornwall Archery Society)