

Archery

Generic Risk Assessment

Hazard	Risk	Who is Affected?	Risk Before			Action Taken	Risk After		
			S	L	T		S	L	T
Faulty Equipment	Injury due to equipment breaking and hitting participant e.g. bruises, cuts and abrasions	Team	3	2	6	<ul style="list-style-type: none"> All equipment should be checked by the staff member prior to and during session. Monthly safety checks to be completed and logged. 	3	1	3
Equipment	Misuse of equipment leading to injuries due to being hit e.g. bruises, cuts and abrasions	All	3	3	9	<ul style="list-style-type: none"> Staff member to carry arrows in an appropriate container. Participants to be briefed on safe practice for carrying unstrung bows. Safety talk to include all rules regarding shooting and handling bows and arrows. Staff member to remain vigilant at all times. Staff member to take arrows with them when moving to the target (i.e. do not leave arrows with the bows at the shooting line when staff member and other participants are at the target collecting arrows) 	3	1	3
Activity equipment	Collisions causing injuries	Team	2	2	4	<ul style="list-style-type: none"> Any equipment not in use should be removed from the activity area. 	2	1	2
Hard, uneven or slippery surfaces	Slips, trips and falls	Team	3	2	6	<ul style="list-style-type: none"> Area around archery range checked for hazards before session. Participants checked to ensure they are wearing suitable footwear. 	3	1	3
Arrows	Injury due to being hit by arrows	Participants	4	3	12	<ul style="list-style-type: none"> Staff member to give safety talk about boundaries and rules of range. Staff member to explain 'stop' command. No one to go over shooting line unless directed by a staff member and deemed safe. All non shooting participants to wait in the designated waiting area. 	4	1	4

						<ul style="list-style-type: none"> Range must be checked to ensure arrows cannot be shot out of the range. 			
Bow string	Contact with arm causing bruising of forearm	Team	2	3	6	<ul style="list-style-type: none"> All participants must wear arm bracers. Staff member to demonstrate correct shooting technique. Staff member to remain vigilant while participants are shooting. 	2	1	2
Arrows falling off bow	Injury from end of arrow coming into contact with participants hand	Participants	2	3	6	<ul style="list-style-type: none"> All arrows should be checked for length before shooting commences, this length should be 3" longer than the out stretched arm length. 	2	1	2
Incorrect arrow retrieval	Injuries caused by contact with arrows	Team	3	3	9	<ul style="list-style-type: none"> Staff member to ensure the correct method of removal of arrows demonstrated and monitored. Staff member to demonstrate correct technique for carrying arrows. Staff member to be situated at target as arrows are being retrieved. 	3	1	3
Stray arrows	Injury from being hit by arrows	All	4	3	12	<ul style="list-style-type: none"> Waiting participants to be asked not to distract shooters. All nets to be in place and fastened correctly. Range to be set up in accordance with operating guidelines. 	4	1	4
Encroachment from non participants	Injury from being hit by arrows	Public	4	2	8	<ul style="list-style-type: none"> Staff member to be aware at all times of anyone approaching the range. Appropriate signage to be in place prior to shooting. Warning commands to be covered at start of session in safety talk. 	4	1	4
Incorrect Bow Draw Strength	Strained Joints	Team	2	2	4	<ul style="list-style-type: none"> Bows with appropriate draw strength to be used. 	2	1	2
Falling Target	Crushing Injuries	Team	3	2	6	<ul style="list-style-type: none"> Participants to be shown correct arrow retrieval technique. Staff member to be situated at target as arrows are being retrieved. Deeply embedded arrows to be removed by staff member. 	3	1	3

Jewellery/Objects in Pockets	Entrapment/ collisions causing cuts, bruises and abrasions	Participants	2	2	4	<ul style="list-style-type: none"> Participants checked to ensure they have removed jewellery and objects from pockets. 	2	1	2
Over-exertion	Muscle strains	Participants	3	2	6	<ul style="list-style-type: none"> Staff member to ensure a thorough warm-up is carried out prior to the activity starting. 	3	1	3
Weather	Risk of sunburn, heat exhaustion and dehydration; or hyperthermia during activity	Team	3	2	6	<ul style="list-style-type: none"> Ensure regular water breaks are taken. If it is hot, ensure participants wear sun cream and hats and there is a shaded area available. If it is cold, ensure participants are wearing suitable clothing to keep warm. 	3	1	3
Uncollected Arrows	Injuries due to guests finding arrows when no staff member is present	All	3	3	9	<ul style="list-style-type: none"> Staff member must count arrows at the start of the session, and again at the end of the session to ensure no arrows are left in the range. 	3	1	3
Lost Child	Lack of supervision leading to injuries	Participants	3	2	6	<ul style="list-style-type: none"> During a signed in activity, the Generic Kids Club Operating Policy to be followed for signing in and out, and walkabouts. Staff member to carry out regular head counts and remain vigilant at all times. 	3	1	3