

Archery

45

Overall Potential Risk Level:
Substantial Risk

12

Overall Residual Risk Level:
Low Risk

6

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| Org Unit | Doncaster Culture & Leisure Trust -> Hatfield Activity Center |
| Location | Hatfield Activity Centre |
| Assessment Date | 30/06/2022 |
| Description | Archery |
| Activity Description | Archery Ratio: 1:6 |
| People Exposed | DCLT Staff / Instructors Participants Members of the Public |
| Assessment Conclusion | Activity to be continuously assessed and RA updated if required |
| Is This An Acceptable Risk? | Yes |
| Assessor Name | Paul Goodwin |
| Next Review | 30/06/2023 |

Hazards And Control Measures

| HAZARD DESCRIPTION , HAZARD PHRASES | PERSONS AT RISK, HOW IS PERSON AT RISK | CURRENT CONTROL MEASURES | POTENTIAL RISK FACTOR | ADDITIONAL CONTROL MEASURES | RESIDUAL RISK AFTER CONTROLLED MEASURES |
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| <p>Other (Describe in Hazardous Event Colum) Other people onsite unaware of archery range</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public Injuries resulting from unauthorised access or strewn shoots</p> | <p>The Archery range is fenced off from public access and away from normal foot fall</p> <p>Safety netting to be put up around the area as required in case of over shoots</p> | <p>10</p> <p>Moderate Risk</p> <p>Severity: 5 - Fatal/multiple casualties</p> <p>Likelihood: 2 - Remote</p> | | <p>4</p> <p>Low Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 1 - Improbable</p> |

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| <p>Environmental Conditions</p> <p>Adverse Weather - lightning, high winds</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public</p> <p>Potential injuries as a result of adverse weather</p> | <p>Weather forecast for local area monitored for adverse conditions likely to occur during day by senior staff and instructors to be made aware.</p> <p>Activity cancelled as soon as Lightning and or thunder can be seen / heard in the distance.</p> <p>If lightning occurs suddenly then the group should vacate the area immediately.</p> <p>30minutes should then be given from the last sight of lightening and the activity recommencing.</p> <p>The activity to be monitored by a qualified member of staff and cancelled during high winds to prevent straying arrows.</p> | <p>8</p> <p>Moderate Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 2 - Remote</p> | <p>3</p> <p>Minimum Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 1 - Improbable</p> |
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| <p>Other (Describe in Hazardous Event Column)</p> <p>Bow String hitting inner arm</p> <p>Injury to participants shooting arrows by overdrawing the bow or any incorrect / misuse equipment</p> <p>Entanglement of clothing, hair, jewellery, etc</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public</p> <p>Cuts / abrasions</p> <p>Bruising / contusion</p> | <p>A full demonstration of correct shooting technique is provided by the instructor at the beginning of the activity.</p> <p>Staff vigilance throughout of correct technique by participant.</p> <p>Instructor to monitor the technique of all participants throughout the session and give appropriate coaching.</p> <p>Instructor to check that long hair is tied back and/or tucked away.</p> <p>All jewellery and neckwear is removed, large pocket items are removed and loose items of clothing are tucked in.</p> | <p>9</p> <p>Moderate Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 3 - Possible</p> | <p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p> |
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| <p>Falling Objects</p> <p>Hit by falling Bosses / Targets</p> <p>Injury from damaged or broken Archery equipment</p> | <p>DCLT Staff / Instructors, Participants, Members of the public</p> <p>Potential for bruises / cuts</p> | <p>Instructor to carry out routine visual inspection of the bosses before use.</p> <p>Participants to place their hand on the Boss to anchor the target prior to pulling out the arrow.</p> <p>Difficult to reach or deeply embedded arrows to be withdrawn by staff only.</p> <p>Staff to be present at the target when arrows are being withdrawn</p> <p>All equipment visually checked by instructor prior to session starting and any damaged kit removed and replaced.</p> <p>Senior Instructor to carry out regular checks of equipment prior to use.</p> <p>Regular checks of and maintenance of all archery equipment</p> | <p>9</p> <p>Moderate Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 3 - Possible</p> | <p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p> |
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| <p>Other (Describe in Hazardous Event Colum)</p> <p>Running into an arrow</p> <p>Falling onto an arrow whilst in Quiver or in ground during collection</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public</p> <p>Potential injuries from arrows</p> | <p>When moving around the shooting area participants are not allowed to run at any time.</p> <p>Participants are shown how to retrieve arrows and told always to approach the targets from the side or between never straight on.</p> <p>Participants told to walk slowly when carrying arrows and how to be vigilant of protruding arrows on the ground.</p> <p>Arrows shown to be carried with tips pointing to the ground when returning from collection.</p> <p>Staff vigilance throughout and good group control</p> <p>First Aid Trained Individuals on site</p> | <p>12</p> <p>Substantial Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 3 - Possible</p> | <p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p> |
| <p>Other (Describe in Hazardous Event Colum)</p> <p>Arrows being shot by inexperienced participants during session</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public</p> <p>Potential injury from arrows</p> <p>Cuts / Abrasions</p> <p>Strains / Sprains</p> | <p>Instructor vigilance at all times of the shooting group and participants in waiting area and areas around the Archery range.</p> <p>Safety information stated in the brief and reinforced throughout the session.</p> <p>Safety command explained and reinforced throughout the Session.</p> <p>No one to move forward of the shooting line until told to do so.</p> | <p>12</p> <p>Substantial Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 3 - Possible</p> | <p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p> |

No one to load their bow until they are standing in the correct Archery stance

Instructor to ensure participants are aiming down the range before given instructions to shoot.

Once a participant has shot all three arrows they are to await further instructions before collecting arrows.

No one is to distract a person when they are in the act of loading an arrow or shooting.

No one to collect arrows until the command "Collect Your Arrows".

Instructor to ensure collection of arrows takes place only when it is safe to do so and clear instructions are given of when and how to collect arrows prior to the group shooting their arrows.

Instructor explains that any arrows dropped over the shooting line are left there until everyone has shot their arrows.

Shooting must not recommence until those collecting arrows are back behind the waiting line and the new participants are positioned correctly on the shooting line.

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| | | <p>Access points to the archery range away from normal footfall & only authorised access allowed during sessions. Archery range set out as per GNAS guidelines</p> <p>Session to be cancelled during strong winds to avoid arrows being blown off target</p> | | |
| <p>Other (Describe in Hazardous Event Column)</p> <p>Arrows rebounding from targets or when the arrow strikes the target frame</p> | <p>DCLT / Instructors, Participants, Members of the Public</p> <p>Potential injury from arrows rebounding</p> <p>Cuts / Abrasions</p> | <p>Archery range laid out to ensure spacing of waiting line, shooting line, target line and any overshoot areas conform to specified GNAS' standards.</p> <p>Archery bosses / targets securely placed</p> <p>Suitable barrier fencing or netting provided on ranges that do not have an adequate over-shoot area to the rear of the target line.</p> | <p>12</p> <p>Substantial Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 3 - Possible</p> | <p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p> |

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| <p>Access and Egress</p> <p>Unauthorised access to range when in use</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public</p> <p>Potential injuries due to unauthorised access</p> | <p>Instructor to closely observe that the range entrance points are clear when participants shooting to avoid accidental entry by non-participants.</p> <p>Instructor to explain the 'STOP' command to participants as part of the safety briefing</p> | <p>12</p> <p>Substantial Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 3 - Possible</p> | <p>4</p> <p>Low Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 1 - Improbable</p> |
| <p>Access and Egress</p> <p>Unauthorised use or Access to Arrows</p> | <p>DCLT Staff / Instructors, Participants, Members of the Public</p> <p>Cuts & Abrasions</p> | <p>All arrows kept locked in secure location when not in use.</p> <p>Arrows only carried by instructors from the stores to the Archery range.</p> <p>Arrows kept in enclosed suitable case when being carried to the range.</p> <p>If any arrows are "lost" during a session the instructor must organise a thorough arrow search before leaving the activity base.</p> <p>All arrows must be accounted for and never left unattended in the activity area.</p> | <p>12</p> <p>Substantial Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 3 - Possible</p> | <p>4</p> <p>Low Risk</p> <p>Severity: 4 - Major</p> <p>Likelihood: 1 - Improbable</p> |