

Activity: BEGINNERS courses and 'Have-a-go' sessions, or similar, on PAVILION field

Ref: HB-RA03



Date:	December 2018	Assessment carried out by:	Paul Comina, Chairman, Coaching Officer and Level 2 Coach, Harlequin Bowmen
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Risk Rating if no Controls:	HIGH	Medium	Low
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Risk Rating with Controls in place:	High	MEDIUM	Low
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Specific Hazards and consequent risks	People at Risk	Controls	Further Action
			And name of persons responsible for carrying out control actions.
Unauthorised access onto range and subsequent injury by arrows	Persons entering range whilst shooting is taking place	<ol style="list-style-type: none"> 1. Signage in place: 2 x smaller signs on posts in place at path entrance at northern end of field, and near to north west corner of field. Larger, collapsing sign, placed where path meets the road from the car park. 2. STRICT field control by course leader or nominated field captain. Field captain to remain vigilant to public access whilst shooting is in progress. 3. BEGINNERS (training) BOWS ONLY to be used. 4. Short shooting distances appropriate to starting archers ONLY (max 20 yards target; 50 yards clout or wand) 5. Presence of public ahead of the shooting line, on either side, or on the cricket wicket, immediately ceases shooting. 6. It is considered safe for members of the public to use the sports equipment (weights and outdoor machinery) on the western side of the field as it is a) well beyond the expected 50 yards overshoot and b) only low poundage bows are being used, that will not reach this distance. 7. Archery should not take place if members of the croquet club are active on the croquet lawns. 	All control measures are the responsibility of the BEGINNERS COURSE or SESSION LEADER in charge.

Harlequin Bowmen Risk Assessment

Harwell Site: PAVILION FIELD-BEGINNERS COURSES

Last revised: Dec 2018

Specific Hazards and consequent risks	People at Risk	Controls	Further Action
			And name of persons responsible for carrying out control actions.
Being hit by an arrow and subsequent injury	Participants Coaches/ leaders others on site	8. Strict rules and code of conduct provided to archers as part of their archery training, specifically relating to purpose of marked shooting line, movement forwards of this only under whistle control, and arrows or equipment that ends up in front of shooting line only to be collected if this can be done without actually crossing over the shooting line	<ul style="list-style-type: none"> Ensure The Grand National Archery Society (GNAS) guidance is followed
Tripping on the range and subsequent injury	Participants	9. As per GNAS training, which ALL archers have completed, there is a policy of NO RUNNING AT ANY TIME whilst archery is in progress.	
Bruising on arms from bow string "wobble"	Participants	10. Verbal instruction on correct use of equipment so as to avoid injury given as part of ALL GNAS training. 11. Appropriate protection to be worn i.e. long sleeves & arm guards	
Walking into arrows on target or in the ground and subsequent injury	Participants	12. Verbal instruction on how to safely extract arrows is included in ALL GNAS training 13. NO RUNNING, as above 14. All arrows to be accounted for on arrival and departure from shooting range using sign in book	
Failure of Bow equipment and subsequent injury	Participants	15. All equipment checked by archers and/or instructors (coaches) prior to use 16. Any defective equipment is NOT used. It should be checked over and repaired by equipment officer before returning to club use	<ul style="list-style-type: none"> Access to equipment controlled by means of secure storage Defective equipment stored separately and ideally marked
Boss toppling from stand onto persons nearby	Archers collecting arrows	17. Bosses are always pegged to ground using ground ties 18. 2 person handling/movement of bosses during change of distance within rounds or during set-up and clearing away 19. All archers are trained in correct procedures to handle bosses as part of their course. 20. ONLY Harlequin members to move equipment in 'Have-a-go's	