

<b>Risk Assessment and Management 2025</b>	<b>Archery</b>
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**Description.** Archery is a sport in which people shoot arrows at a target using a bow. For the purpose of the sessions we run this will always take place on an archery specific range this may be permanent or pop-up.

**Managing Risk Statement.** Supervisors will hold the appropriate qualification for this activity (see *Minimum Qualifications document*). The quality and safety of sessions will be regularly reviewed with any outcomes being fed into the RA and policies. Inherent within this activity is the possibility of getting wet, tired and exposed to ambient weather conditions( see *Weather Policy* )

**Benefits.** Adventure Activities provide a range of benefits (see *Adventure policy*)

<b>The Hazard, what is causing a risk?</b>	<b>Who might be affected</b>	<b>How we manage the risk</b>
<b>Being shot with an arrow; While on the firing line</b>	All	Ensure all firers keep bows toward targets. Explain / demo and instructor to stay vigilant.
<b>While collecting arrows</b>		No one to move forward of the firing line until all firers are finished and bows are down and instructor says its clear to collect arrows.
<b>Walking into arrows on the ground / target</b>	Firers	All firers to approach target from the side not straight on. Firers to remember where arrows land if off target – if unsure walk alongside the line of fire / parallel to the landing zone.
<b>Tripping onto an arrow while walking back to firing line</b>	firers	Firers instructed to hold arrows correctly while moving about carrying / collecting them. Explain / demo / watch for mistakes throughout
<b>String burn on support arm</b>	firers	Demo at start to highlight this if the bow held incorrectly.  Use of arm guards if available. Vigilance of instructor to coach throughout the session if bows being held incorrectly.

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Signed By: Bryn Beach	Review on: March 2027

<b>Specific assessments</b>		
<b>Operating Procedures</b>		
<p><u>Before</u></p> <ul style="list-style-type: none"> <li>• Check medical / consent forms.</li> <li>• Check the weather forecast – does your plan still work.</li> <li>• Instructor to inspect all kit to ensure it is usable.</li> </ul> <p><u>During</u></p> <ul style="list-style-type: none"> <li>• Clear briefing to highlight risks, safety measures and expectations.</li> <li>• Any assistants / staff to briefed on their role.</li> </ul> <p><u>After</u></p> <ul style="list-style-type: none"> <li>• Return kit.</li> <li>• Inform SAC of any damages or loss.</li> </ul> <p>Inform course leader of any issues with group / venue to assist with planning for future.</p>		

<b>Lesson Plan</b>	<b>Archery</b>
<p><b>Equipment.</b> Scooters, pads (knee, elbow, wrist) Helmets, cones.</p>	
<p><b>Preparation</b> Check the area, set up waiting area and shooting line, and set up equipment ( test fire bows to ensure in good working order)</p>	
<p><b>First 5 minutes.</b> Sit group in waiting area and give safety brief.</p>	
<p><b>Explanation.</b> Explain to the group that they will be in 2s /3s helping each other and even if they have done it before OR at home that you want to see them do it before they can complete the circuit without a buddy walking with them.</p>	
<p><b>Demonstration</b> Demonstrate firing 3 arrows, demonstrate collecting and carrying arrows.</p>	
<p><b>Doing it themselves.</b> Archers to take first 3 shots under close supervision/teaching, 1:1 or 1:2 Once every Archer has had a closely supervised shoot you can start 2<sup>nd</sup> shots under supervision but in own time.</p>	

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