

# Target Archery: Activity Risk Assessment

<b>Function:</b>	Target Archery	<b>Club:</b>	Newhaven Archery Club
<b>Location/site of activity:</b>	Firle, nr Lewes	<b>Date Assessment carried out:</b>	May 2020
<b>Groups at risk:</b>	Club Members (Archers), Spectators	<b>Version Number:</b>	Version 02
<b>Persons carrying out assessment:</b>	<b>Name:</b>		<b>Positions:</b>
	Rowena Berterelli		Membership Secretary/Safeguarding Officer
	All committee members		
<b>Approved by:</b>	Ron Floor		Chair
<b>Date of acceptance and publication:</b>	23/05/2020	<b>Planned review date:</b>	Start of Phase 2 (TBC)

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Hazard	Consequences	Who is at risk	Severity	Likelihood	Risk	Control measure	Risk with control measure
The normal hazards of archery	Body injury	All	3	1	4	The Normal Rules of Shooting will be applied.	1
Archer is symptomatic for Covid-19	Risk of infection to other people	All	3	2	5	Archers and their household group <b>MUST</b> refrain from coming to the Archery Range for at least 7 days or until the receipt of a negative test.	1
Archer has previously been symptomatic within the last 7 days but not tested/waiting for results	Risk of infection to other people	All	3	2	5	Archers and their household group <b>MUST</b> refrain from coming to the Archery Range and Facilities for at least 7 days from the start of symptoms or until the receipt of a negative test.	1
Archer comes from a household where members maybe symptomatic for Covid-19	Risk of infection to other people	All	3	2	6	Archers and their household group <b>MUST</b> refrain from coming to the Archery Range and Facilities for at least 14 Days or until the receipt of a negative test.	1

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Archer is asymptomatic for Covid-19	Risk of infection to other people	All	3	3	6	All archers must observe and respect all guidelines as set out by Archery GB and Newhaven Archery Club in regard to the use of PPE, social distancing and cleaning equipment before and after use.	2
Cross contamination from bosses	Risk of infection to other people	All	3	2	5	Bosses are to be placed on the range by the set-up team wearing PPE at the start and end of a session. Archers must not move the targets and limit any touching of the bosses. Archers must not move between targets.	1
Cross contamination from tea shed facilities	Risk of infection to other people	All	3	3	6	Tea shed facilities will remain locked and out of use	1
Cross contamination from toilet facilities	Risk of infection to other people	All	3	3	6	Toilets will remain locked and out of use. A key will remain nearby in case of emergencies. Toilet must be sanitised by the user after use.	1
Cross contamination from equipment ie metal detectors, trolleys, ropes etc	Risk of infection to other people	All	3	3	6	The set-up team should put out and return all equipment for an archery session. PPE should be used, and equipment sanitised where possible after use. Access restricted to all equipment storage areas.	1
Cross contamination from faces and	Risk of infection to other people	All	3	2	5	Bosses will be set up with a new face and sanitised pins prior to the start of	1

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target pins						the session by the set-up team. Faces should be disposed of after each booking and pins sanitised. Face changes should only be done by the set-up team wearing PPE.	
Lack of social distancing	Risk of infection to other people	All	3	2	5	Archers should maintain social distancing of >2metres from other archers outside their 'household group'. Start times should be staggered to prevent bottlenecks at certain areas. Timeslots should be set up to prevent archers waiting. Archers should be encouraged to leave once their timeslot has finished. Targets to be set up within lanes, with the minimum distance of 5metres between the centres. When shooting on the line, social distancing of >2m should be maintained. This may mean that archers will need to take turns on the shooting line to maintain distance from people on an adjacent target.	2
Children/vulnerable adult archers	Risk of infection to the archer and other people	All	3	2	5	Children/vulnerable adults must have 2 responsible adults in attendance. 1 of these must be an Archery GB member. In the event 1 responsible adult is not of the same 'household group', social distancing must be observed.	1

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Moving bosses to new distances	Body injury, muscle strain, splinters. Cross contamination.	All	3	3	6	Set-up team wearing PPE to move bosses if required. Gloves are to be utilised when moving bosses. Gloves help prevent splinter penetration and support reduction in cross contamination. Where possible, archers should be encouraged to shoot at one distance.	2
Use of hand washing facilities	Risk of infection to other people	All	3	3	6	A hand washing facility will be set up outside. Handwash and single use tissues must be provided. Archers should be reminded to take their own rubbish home.	2
Disposal of rubbish	Risk of infection to other people	All	3	3	6	Archers should be reminded to take all rubbish home with them. This includes tissues from the handwashing station and any PPE they will have used.	2
Equipment left behind by Archers who have left the range	Risk of infection to other people	All	3	1	4	Equipment will be moved by set-up team wearing PPE to the side of the field for collection by the archer. The set-up team will only inform the archer of its removal and not attempt to sanitise any equipment or offer to take it for them.	1
Becoming ill whilst on the Archery Range.	Risk of infection to other people	All	3	2	5	Archer should immediately return home after informing the field captain/set-up team.	1
Use of field outside booked timeslots	Risk of infection to other people	All	3	3	6	Archers should not use the field outside of the timeslots as set out by the	1

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						committee.	
Lost arrows	Risk of infection to other people	All	3	3	6	Archers should attempt to find their own arrows at the end of the day's session. If not, social distancing measures should apply. Equipment such as metal detectors, or other arrow finding equipment should not be shared between archers. Archer should remove their own arrow from the ground once located.	2

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<b>The risk of this Range is assessed as - Low</b>			<b>Average Risk Level</b>			
<b>Risk Calculation Matrix</b>						
Severity	Description	Likelihood	Description			
1	Slightly Harmful	1	Highly Unlikely			
2	Harmful	2	Unlikely			
3	Extremely Harmful	3	Likely			
<b>Risk Classification</b>						
Note: Risk = Likelihood + Severity			<b>Severity</b>			
			1	2	3	
Likelihood			3	4	5	6
			2	3	4	5
			1	2	3	4
<b>Risk Classification and Action</b>						
Designation	Classification	Action				
5 to 6	Unacceptable	This situation is not tolerable. Shooting shall not start or be continued until the risk has been reduced.				
4	Tolerable	Shooting can continue as long as all control measures are in place and observed				
2 to 3	Low	Little or no risk				

Name	Role	Signature	Date