

Archery (Target & Field) - ALL

Activity	Hazard type	Who may be harmed	Is the risk adequately controlled
General Hazards. (See also site-specific General Hazards)	All hazards	All Participants	Surrey Outdoor Learning and Development (S.O.L.D) Instructors appropriately trained. Staff maintain good group control. Staff must follow operational procedures of activity sessions. First aid kit carried with instructor. Ensure participants with asthma or any allergic reactions are known, any appropriate medication is carried. Group Leaders to help enforce safe behaviour. Archery to take place in designated areas only. Qualified S.O.L.D staff only to set up course with required overshoot areas. See 'general' risk assessment for S.O.L.D. centre.
Human	Trips and slips	All Participants and instructors	Briefing participants of potential dangers. No running whilst carrying equipment. Ensure clear instruction for shooting line and waiting line / areas.
Human	Slipping whilst carrying arrows	All Participants and instructors	S.O.L.D instructor to brief group to carry equipment in the required way. Arrows pointing tips downwards under the arm. Walking only whilst carrying equipment.

Activity	Hazard type	Who may be harmed	Is the risk adequately controlled
Human	Personal injury from shooting	All Participants and instructors	S.O.L.D instructor to brief group to remain in waiting area when not shooting and to collect arrows only when asked by S.O.L.D member of staff. Shooting to take place only from designated line and when instructed by staff. Group briefed on emergency signal to cease shooting and action required by participants. Group Leaders to help enforce safe behaviour
Human	Personal injury from bow string during use of bow	All Participants and instructors	S.O.L.D instructor to brief participants on the correct technique for shooting a bow. Staff to continually monitor participants and correct their techniques. Arm guards, finger tabs and breast guards available for further protection.
Human	Personal injury when stringing bow	All Participants and instructors	S.O.L.D instructor to string bows using correct technique. Bows to be strung by participants only after appropriate training has been given by the instructor.
Human	Injury when removing arrow from the butt	All Participants and instructors	S.O.L.D instructor to brief participants on the correct technique for removing arrows and standing positions during removal when sharing target with others.
Human	Walking into arrows either in the butt or on the floor	All Participants and instructors	S.O.L.D instructor to brief participants correct way of collecting arrows. Brief participants to walk up 'channels' either side of targets. Approach arrows from side of butt. Collect arrows on ground on way back. Walking only in range.

Activity	Hazard type	Who may be harmed	Is the risk adequately controlled
Environmental	Other users of the site / members of public around boundaries	All centre visitors	All S.O.L.D staff aware of activity in morning brief. Warning signs to be placed around area. Qualified S.O.L.D staff to set up course with required overshoot areas.
Environmental	Face eye and body injuries from vegetation	All Participants and instructors	S.C.C. trained staff to brief. Warn participants about branches & stems hazards. Ensure participants with any allergic reactions are known and appropriate medication is carried.
Equipment	Shattering of bow	All Participants and instructors	Participants briefed by instructor not to 'dry shoot' during safety talk and group monitored throughout.
Equipment	Butts falling over whilst arrows are being removed	All Participants and instructors	S.O.L.D staff to check the range prior to session and ensure targets are pegged down safely. Participants are briefed on the correct method for removing arrows.
Equipment	Injury from accessing activities/equipment without instructor / permission	All Participants and instructors	Areas clearly defined and fenced. No go signs in place. Equipment stored away in locked areas.