

**Risk Assessment Record Sheet:****ARCHERY (INDOOR)**

**Activity/situation:** Archery – Indoor on site / off site  
**Qualification of staff:** Site specific assessed / GNAS qualification  
**Qualification of assistant:** Competent adult

<b>General Associated Hazards:</b>	<b>Associated Risks:</b>	<b>Who is at Risk:</b>	<b>Existing Control Measures:</b>	<b>Responsibility:</b>
Clients health unsuitable for activity	Asthma attacks, heart attacks, epilepsy etc.	All group members	Health check for participants.	Group leader, staff and participants
Clients ability unsuitable for activity	Injuries or pulled muscles	All group members	Assess groups ability and adjust session accordingly.	Group leader, staff and participants
Clients behaviour unsuitable for activity	Injuries	All group members	See Health and Safety Policy - Client Behaviour.	Group leader, staff and participants
Injury to clients	Various, including, breaks, sprains, cuts, bruises etc.	All group members	See Health and Safety Policy – On-site Emergency Procedures See Instructor File – Session and Procedure Standards in-house training.	Senior Instructor and Activity Instructor

<b>Specific Associated Hazards:</b>	<b>Associated Risks:</b>	<b>Who is at Risk:</b>	<b>Existing Control Measures:</b>	<b>Responsibility:</b>
Catching arm, ear, hair with string	Cuts and Bruising	All group members	Maximum of 2 participants firing at once, long hair, loose clothing and ear rings tied up or removed. All clients to wear arm bracers.	Group leader, staff and participants
Injury from arrow or ricochet	Cuts and Bruising piercing, fatality	All group members	Ensure associated dangers are mentioned in safety talk. Safety areas and rules e.g. waiting area and shooting line, walking to the side of the target and remaining seated unless shooting, point down the range. Ensure that archery net is pulled across when shooting.	Group leader, staff and participants
Clients wandering behind Archery range	Cuts and bruising piercing, fatality	All site users	Completely enclosed range using high density netting as a backdrop and warning signs located in and around overshoot area.	Group leader, staff and participants
Non clients wandering into shooting range	Cuts and bruising piercing, fatality	All site users	Warning signs located on the outside of range. Continual observation and awareness of clients and non-clients to be maintained throughout the session. Ensure “Stop/Fast” procedure is understood and followed if necessary.	Group leader, staff and participants
Equipment Failure	Cuts and bruising	All group members	Instructor to check equipment before and during the session instructor to log bows and arrows in and out.	Group Leader
Damage to forearm from bow string	Causing injury or bruising	Participants	Ensure that all participants either have a suitably padded long sleeved jacket or wear an arm brace.	Group leader, staff and participants
Injury whilst collecting arrows / Slippery floor surface	Piercing injury	Participants	Mention in safety talk, ensure that clients do not run down the range and approach the targets from the side also looking behind them before removing from target.	Group leader, staff and participants

**Date of Risk Assessment:** 07/01/14**Name:** Barry Roberts