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| **Name of activity, event, and location** | **Heavy Woollen District Scout Camp Site**  **Woolley edge**  **Archery** | **Date of risk assessment** | **02/01/2024** | **Name of who undertook this risk assessment** | **Paul Houghton**  **Martin Holmes**  **PP Heavy Woollen District Scouts** |
| **Date of next review** | **02/01/2026** |

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| **What hazard have you identified?**  **What are the risks from it?** | **Who is at risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What further needs to be thought about and controlled?** |
| **Unsafe behavior / lack of knowledge of range / Range discipline** | YP, Leaders, others in vicinity | A suitably qualified Range Master (RM) must be appointed to run the activity. This person remains in charge of the range at all times and, whilst others may assist, holds the position of ultimate responsibility for the duration of the activity.  RM must also hold The Scout Association Permit  RM will do a full safety talk before entering the range.  No equipment will be touched until after instruction and even then under the control of RM and supporting leaders.  Range calls and instructions will be made clear  All leaders first aid trained  First aid kit available at the range | RM to assess prevailing weather conditions. Activity may need to be postponed in high winds, heavy rain or in storm conditions |
| **Faulty Equipment**  Cuts, bruises, abrasions | YP & Leaders | All equipment Checked before each use by RM.  Equipment checked 6 monthly by campsite  Log book for reporting any faulty equipment | Faulty equipment top be removed from camp site until repaired |
| **Incorrect technique**  Sprains, strains, grazes and bruises | YP & Leaders | Clear demonstration and instruction  ongoing monitoring and advice  RM to cease activity if anyone is doing anything that could endanger themselves or others | Where someone consistently does something that could cause themselves or others harm despite instruction and correction then they may asked to wait for one on one instruction. If this does not sort the issue then they will be asked to step out of the range for the remainder of the activity |
| Arrow Collection  Eye injury / puncture wound | YP & Leaders | For young / inexperienced groups the RM and supporting leaders should collect the arrows  Clear instruction & demonstration of how to carry arrows  Only collect after everyone completed shooting and bows are placed on the holders or floor  Check no one in vicinity when retreaving arrows from boss | One strike policy regards safe behaviour when collecting or transporting arrows. If someone willfully does not follow instruction they should be asked to leave the range |
| **Bow String**  Abhasion, bruising, facial injury | YP & Leaders | Arm guards to be worn  Long hair tied back  Long sleeves to be worn  Demonstration to be provided  RM to monitor closely | No one to be allowed to use bows without proper safety equipment being used and safety procedures in place |
| **Arrows falling off bow**  Cuts to hand | YP & Leaders | Oversized arrows used  Clear instruction  1-2-1 support for new / inexperienced participants may be required |  |
| **Instructor hit at close range** | Range Master / other leaders | Always walk behind the people whilst firing arrows  Shout Stop if there is any emergency need to cross range and wait for bows to be down and de-energised |  |
| **Unsupervised / unauthorised access / use of equipment** | All | No firing when range leader is not present  All equipment locked away before and after use  Equipment counted out and back into storage  Range Master to be present at all times, even if someone else is providing instruction |  |
| **Slips, trips and falls on range** | All users | RM to check range for slip and trip hazards prior to each use  Absolutely no running allowed within the confines of the range at any time  RM to ensure that all participants, instructors and spectators are wearing suitable footwear before they are allowed in the range |  |