

Wymondham Archers Indoor Range at Easton College, Bawburgh Road, Norwich, Norfolk, NR9 5DX

Risk Classification							The risk of the range is assessed as...	
Note: Risk = Likelihood x Severity		Severity						
		1	2	3	4			
Likelihood	4	4	8	12	16			
	3	3	6	9	12			
	2	2	4	6	8			
	1	1	2	3	4			
Range	Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measure	Risk with Control
Indoor Range	Poor or no warm up before shooting.	Muscle injury, body injury.	Archers	1	3	3	All archers and beginners are advised to warm up fully before shooting commences.	2
Indoor Range	Failure to follow range captain commands, walking onto the range before it is safe.	Body injury.	All	3	1	3	These measures are indoctrinated during beginners courses. All club members have undergone training and induction. Use of the "Fast" command by any club member.	2
Indoor Range	Arrows miss-loosed.	Body Injury.	All	1	2	2	All club members have undergone training and induction. Bows are not drawn unless an archer is on the shooting line and the range is clear. Archers must ALWAYS point bows down range prior to release. Miss-loosed arrows will fly down range.	1
Indoor Range	Running towards the targets, or walking into arrows on ground.	Slips, trips or body injury caused by collision with arrows.	All	3	1	3	Running is not permitted on the range. All club members have undergone training and induction. All look at the ground when approaching the targets. Open toed footwear in banned on the range.	2
Indoor Range	Non participant walking onto the range when others are shooting.	Body injury from arrow loosed by club member, distraction to archer whilst shooting.	Spectators, Easton college staff or students.	2	2	4	The hall is hired for our use only. Doors to exit routes are closed. Warning signs are placed at entrances to the hall. Use of the "Fast" command by any club member.	2
Indoor Range	Bowstring catches inside of arm when released.	Body injury, bruising, redness to forearm.	Archers	1	2	2	Bracers or long sleeves to be worn by archers. Coaches instruct archers on the correct position of the bracer and correct shooting position.	1
Indoor Range	Walking into the nock end of an arrow while approaching the target.	Body injury.	All	2	2	4	All club members have undergone training and know to approach targets from the sides at all times.	3
Indoor Range	Standing behind an archer pulling an arrow from the target.	Body / facial injury.	All	2	2	4	All club members have undergone training and know to look and ensure that when pulling arrows there is no one in the direction they are pulling the arrows. This is to ensure the arrow cannot injure anyone as it is pulled from the target. In addition waiting archers are instructed to wait to the side of the target or a good distance back from the target when someone else is removing arrows from the targets.	3
Indoor Range	Removal of arrows with bare hands.	Body injury from splinters.	Archers	1	2	2	Arrow pullers are used to pull arrows from the target. All club members have undergone training and know that removing arrows containing carbon or wood in particular, can risk them getting splinters in their hands.	1
Indoor Range	Target falling over.	Body injury.	All	2	1	2	Targets are placed with legs fully folded out. This prevents the likelihood of the target falling over.	1
Indoor Range	Removal of arrows stuck in the top of the target, or stuck in any other part of the target frame.	Body injury.	Archers	1	2	2	All club members have undergone training and induction. If an archer cannot remove an arrow independently they should seek assistance.	1

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Range	Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measure	Risk with Control
Indoor Range	Falling while carrying arrows.	Body injury.	Archers	2	1	2	All club members have undergone training and know that arrows are to be carried in a quiver or point down tucked behind their arm.	1
Indoor Range	Arrows being lost or unaccounted for.	Body injury.	All	2	2	4	All arrows must be found when the archers has finished shooting.	1
Indoor Range	Arrows bouncing back from the target.	Body injury.	All	2	1	2	Targets are placed no less than 10 yards from the shooting line. Layered foam targets are less prone to bouncing should they be used for beginners.	1
Indoor Range	A drawn bow being pointed away from the target area.	Body injury from miss shot arrows.	All	2	2	4	Any archer aiming a bow away from the range will be warned not to do so. On a second offence the archer may be banned from shooting at the range and be asked to complete an additional beginners course. All archers are taught to never draw a bow unless on the shooting line and pointing it towards a target. Range captain will suspend shooting in this event.	3
Indoor Range	Bow poundage/resistance too high for participant.	Body injury, muscle injury to arms or back.	Archers	2	1	2	All club members are given advice and coaching on suitable draw weights during their training course.	1
Indoor Range	Distracting noises or sudden movements when shooting.	Miss shooting or difficulty in concentration/hearing the range captains commands.	All	2	2	4	Shooting to be suspended until the distraction is removed. Possible use of visual means to aid management of the range on noisy days and /or for those with hearing difficulties.	3
Indoor Range	Damaged arrows or equipment.	Body injury from splintered arrow. arrows miss shot in hazardous direction.	All	2	2	4	All club members have undergone training and induction and know that damaged arrows may lead to injury and should not be used.	3
Indoor Range	Bright lights in eyes of participants or when shooting.	Inability to see target, poor visual awareness within the range.	All	2	2	4	Shooting to be suspended until the issue is resolved. Range captain or archers to halt shooting in this event.	3
Indoor Range	Moving targets to new distances.	Body injury, muscle strain, splinters.	Archers	2	2	4	All club members have undergone training and induction. The target stands may occasionally be hit by arrows causing damage and a risk of splinters to persons moving the targets. Severely damaged targets are to be removed from the range and are to be replaced or repaired.	2
Indoor Range	Using the ladder to put the safety net up.	Body injury.	Persons setting up or taking down the range	2	2	4	Persons helping set up and take down are given training on the use of the ladders. Additional person to foot the ladder must be present.	2

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	3	3	6	9	12		
	2	2	4	6	8		
	1	1	2	3	4		

Range	Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measure	Risk with Control
Indoor Range	Putting up the safety net prior to shooting and taking it down following shooting.	Body injury.	All	2	2	4	A minimum of two able bodied persons should put up the net, after they have received training and instruction on how to do this.	3
Indoor Range	Moving targets from the container to the hall.	Trolley running away risk of injury or damage to property.	Archers, Easton college staff or students, public	2	2	4	Training will be given to all those helping with the moving of the trolley and targets. No less than two people must move the trolley at all times.	2
Indoor Range	Accessing items in the store.	Muscle strain.	All	1	2	2	All club members have undergone training and induction.	1

Risk Classification and Action		
Designation	Classification	Action
5 to 16	Unacceptable	This situation is not tolerable. Shooting shall not start or be continued until the risk has been reduced.
3 to 4	Tolerable	Shooting can continue as long as all control measures are in place and observed - Measures will need to Monitored, Managed and Controlled.
1 to 2	Low	Little or no risk - Measures will need to Monitored and Controlled.

Name	Role	Signature	Date
Samantha Parker	Health and Safety Officer		22/10/2020
Pete Hill	Chair / Coach		22/10/2020
Sarah Ruth Hubbard	Secretary / Coach		22/10/2020

Notes: