

Risk Assessment Activity – Archery

Pioneer Centre	Assessed by: James Kniffen		Assessed/ Reviewed:	Next Review Date
			09/01/2023 07/01/2025 12/12/2025	12/12/2026
Reviewed by:	Assist Chief: Max Bishop	Dec 2025		
Reviewed by:	Senior Instructors: Andrew Evrard, Joseph Page, Steph McMenemy Kieren Plant & Ronan Halpenny Lead Instructors: Rebecca Arms			
Overview: Archery takes place in an indoor range. An instructor with the Archery GB Instructor Award or in-house training leads each session. Preferred Staff 1:12 with maximum of 1:16, maximum of 1:4 under instruction. Archery GB comes in every year to provide the Archery GB Award and provide input and are available to consult as required. All instructors are first aid trained and emergency procedures are in place in case of a major accident.				
Hazards	Groups of People at Risk from the Hazards Identified	Probability	Control Measures	
		Severity		
		Risk Category		
Being shot	Instructors, staff and guest/participants	Very Unlikely	All instructors have gone through in-house training and assessment and detailed safety rules given to group that help manage the risk e.g. no going beyond the shooting line (group members), etc which are enforced by instructors and the session will be stopped if participants cannot comply.	
		Fatal		
		Medium		
Sharp objects – falling or walking into	Instructors, staff and guest/participants	Very unlikely	Instructors are aware of group and potential behavioral issues. Visiting group leader present to help control group. Sharp equipment is always stored properly or in arrow quivers/holders to prevent injury. Only the instructor collects arrows from targets. Correct shoes worn, no open toes shoes.	
		Major		
		Medium		
	Instructors, staff and guest/participants	Unlikely	Door to shooting range is locked when authorized staff not present. Equipment is stored away overnight or when not going to be used.	
		Major		

Unauthorized access to equipment e.g. arrows		Medium	
String Slap & String catching hair, clothing, or piercings.	Instructors, staff and guest/participants	Likely	Correctly fitted armguards worn by anyone shooting. Instructors to brief participants and monitor use. C.H.I.P.S – Clothing worn should not be loose or dangling to avoid being caught in the shot. Hair should be tied back to avoid being caught in the shot. Injuries checked before. Piercings checked and removed, if necessary, no dangly piercings.
		Minor	
		Medium	
Muscle strain	Instructors, staff and guest/participants	Unlikely	Instructors to ensure participants use the right size bow for their size and continue to monitor participants' use of bows to make correction when needed.
		Minor	
		Low	
Equipment failure – snapping & breaking	Instructors, staff and guest/participants	Unlikely	Equipment is checked bimonthly by staff to ensure it is fit for purposes. If the equipment is damaged or not functioning properly it is immediately taken out of action for further inspection and repair or decommissioning.
		Major	
		Medium	
Fire	Instructors, staff and guest/participants	Very Unlikely	Centre fire procedures in place. All ranges have at least two exits and heaters and lights turned off at the end of the day.
		Fatal	
		Medium	