

Kenelm Youth Trust Activity Risk Assessment – Archery Guild Hall & Outdoor Range

Hazards	Who is affected	Likelihood	Severity	Risk Control Measure	Further Risk Control Measure / Actions	Residual Risk
Carrying Archery equipment to and from the site. Children dry fire the bows	Visiting Children, Team Leaders, Teachers and Staff	Unlikely	Harmful	Participants are shown how to hold equipment vertically using the handle not string. Participants are told about the dangers of dry firing the bows before setting off. Participants will never be allowed to move around with a strung bow and arrow at the same time.	Activity Leaders to account for all arrows, before during and after session.	Low
Loose clothing and jewellery getting caught in bow string	Visiting Children, Team Leaders, Teachers and Staff	Likely	Slight Harm	Participants to put on the correct clothing before the activity.	Leader to provide safety briefing and monitor compliance	Low
Children become unruly whilst waiting for their turn.	Visiting Children, Team Leaders, Teachers and Staff	Likely	Harmful	Explain to the teacher how the session will run. Teachers to be responsible for children's behaviour management behind the waiting line.	Leader to provide safety briefing and monitor compliance.	Low
A child walks into the path of another group member shooting an arrow.	Visiting Children, Team Leaders, Teachers and Staff	Very Unlikely	Very Harmful	Shooting and Waiting lines clearly explained. The area is clearly marked All the group briefed on Immediate actions on the word Stop - the person shooting relaxes the string and awaits further instruction.	Leader to provide safety briefing and monitor compliance.	Low



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Struck by bow string	Visiting Children, Team Leaders, Teachers and Staff	Likely	Slight Harm	All participants to wear as a minimum a short arm guard on the inner forearm of the hand holding the bow.	Leader to ensure arm guard is worn. A double arm guard is available for children with inward flexing elbow joint.	Low
Muscle and arm injuries face, fingers and forearm string injuries	Visiting Children, Team Leaders, Teachers and Staff	Likely	Slight Harm	Arm guards to be worn by all. One to one coaching on first attempt should prevent string injuries, followed by group supervision on subsequent turns.	Leader to provide safety briefing and monitor compliance.	Low
Children allowed to collect arrows possible eye, foot leg injuries.	Visiting Children, Team Leaders, Teachers and Staff	Likely	Harmful	The children are given a briefing and demonstration before they are allowed to collect arrows. Strictly no running on the range	Leader to provide safety briefing and monitor compliance.	Low
Target bosses falling over.	Visiting Children, Team Leaders, Teachers and Staff	Unlikely	Harmful	Target bosses are fitted with a large foot plate. Correct technique employed to remove arrows. Outdoor bosses are fully secured with post and rail.	Leader to provide safety briefing.	Low
Undisciplined Shooting	Visiting Children, Team Leaders, Teachers and Staff	Unlikely	Harmful	Clear warning signs displayed on every approach to indoor and outdoor range. Instructor to visually inspect the outdoor range for fishermen and advise them of the activity about to take place. Door at far end of indoor range checked to be locked at start of	Minimum range distances observed as detailed by Archery GB guidelines.	Low





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				the session.		
Latex allergies from balloons	Visiting Children, Team Leaders, Teachers and Staff	Likely	Harmful	All medical information is declared in advance.	Leader to provide safety briefing. Activity Leaders with latex allergy can substitute balloons for an alternative game or other Activity Leader can handle balloons. Balloons are stored separately from other equipment.	Low
Asthma Attacks/other medical conditions	Visiting Children, Team Leaders, Teachers and Staff	Likely	Harmful	All medical information will be declared in advance. Teachers advised of suitability of activity. All current medicines and inhalers to be taken on the activity. Children don't handle balloons directly, only instructors do	Leader to provide safety briefing	Low
Participant points a drawn bow and arrow/hit by arrow	Visiting Children, Team Leaders, Teachers and Staff	Very Unlikely	Very harmful	Detailed safety briefing and demonstration by Archery GB Instructor. First Aid Kit available and Instructors are First Aid trained. Participants are supervised at all times	Leader to ensure all participants fully understand the range safety rules and range commands.	Low

Risk assessment conducted by:	Signature:	Date:	Approved by:	Signature:	Next scheduled review date:
Richard Moore		Apr 2024	Sandra Satchell		Apr 2025



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