

Risk Assessment

OPEN SHOOT – (BEFORE AND AFTER SHOOT STARTS)

Who is at risk?

Classification	Description / Examples	Risks
CLUB	MEMBERS AND GUESTS	Slips, trips & falls. Impact injuries (traffic). Strains & sprains. Lacerations, bruising & grazing. Bites and stings. etc
PARTICIPANT	COMPETING ARCHERS	Slips, trips & falls. Impact injuries (traffic). Lacerations, bruising & grazing. Bites and stings. etc
PUBLIC	OTHER PERSONS WHO MAY ENTER AREA UNAUTHORISED	Slips, trips & falls. Impact injuries (traffic). Lacerations, bruising & grazing. Bites and stings. etc

No	Hazard Description	Who is at risk?	Hazard Likelihood	Possible Severity	Pre – Control Risk Rating	Control	Hazard Likelihood	Possible Severity	Post – Control Risk Rating
1	Access and Egress to parking area	Club Participant Public	2	3	6	Visible signage directing traffic routes. Marshall to control entry to area (redirecting Public as necessary). Marshall should wear Hi-Viz clothing and have contact with other Marshall via radio or telephone. Marshall shall be fully aware of the parking area so as to avoid putting cars / pedestrians at risk. Severe pot holes to be rectified or identified for avoidance. A suitable area should be made available for the disabled or less mobile participants.	1	3	3
2	Transit from car park to registration area	Club Participant	2	3	6	Commence parking from closest area to registration first so that majority of moving traffic is behind those walking from their cars to sign in. Ensure route is pre-checked and trip / slip hazards are minimal. Make direction clear to avoid people walking into other areas.	1	3	3



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3	Buildings and environment	Club Participant Public	2	2	4	The club shall ensure that access to and from club buildings / structures are clear and free from obstruction & trip hazards. Ensure buildings are maintained and temporary structures (Gazebo etc) are secure bearing the weather in mind. Toilet areas shall be checked as operational to avoid ill health issues with sanitary items provided. Walkways through wooded areas should allow easy and unhindered passage. Club presence during shoot. Any Public shall be challenged & escorted out.	1	2	2
4	Practice butt area	Club Participant Public	2	3	6	Practice butts shall be placed so as to avoid over shot arrows coming into contact with other pre-shoot areas (registration, car park etc). Ideally, this should be a Marshall controlled area. Only NFAS approved, competent and verified archers shall shoot. All archery equipment used by archers shall be checked before use. No horseplay is allowed. NFAS guidance shall be used and no archer shall cross the shooting line until all others have finished shooting and / or made their bows safe. Any Public shall be challenged & escorted out	1	3	3
5	Walkout and start	Club Participant	2	2	4	All Marshall's shall have been fully briefed before the shoot. Prior to the Walkout, the club officials shall carry out a safety brief of all archers. The club is responsible for ensuring all participants can hear the brief. A warning shall be given regarding any site specific hazards (snakes, river etc). Pre-determined routes will be followed to walk archers out to the pegs. The walk out guides shall wear Hi-Viz and shall ensure their group is contained. Once the guides have placed archers on the pegs, a method of contacting 'control' (radio etc) to state all archers ready shall be made. A pre-determined and announced method of starting the competition can then take place.	1	2	2
6	Leaving shoot site to go home	Club Participant	2	3	6	Consideration shall be made to item 1 above. A Marshall should assist in the emptying of the car park to reduce risk of collisions and to ensure they travel in the correct direction. Good signage should be supplied if required (i.e. One way only etc). A litter pick should be carried out to avoid environmental contamination.	1	3	3



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7	General	Club	0	0	0	An Emergency plan shall be in place with pre-determined actions in event of an incident. This should include at least: Location details / Who does what and when / 1 st Aid / Emergency 'STOP' / Evacuation / Fire procedures / Mobile phone signals / Assisting those with mobility problems etc This plan shall be understood by all Marshall's and officials and be available for all to see.	0	0	0
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Additional Notes / Amendments:

Assessor sign: _____ **Print name:** _____ **Date:** _____

Implemented by: _____ **Position:** **Club Chairman**



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SCORING GUIDANCE:

		SEVERITY		
		Trivial injury	Minor injury	Major injury
		LOW (1)	MEDIUM (2)	HIGH (3)
PROBABILITY AND LIKELYHOOD	Unlikely	1	2	3
	Likely	2	4	6
	Highly likely	3	6	9

1. The risk is assessed as high if the value is 7 to 9 (**Red**)
It is unacceptable for this level of risk to remain and additional measures shall be put into place.

2. The risk is assessed as medium if the value is 4 to 6 (**Amber**).
This activity can only take place with committee authorisation & additional measures should be looked at.

3. The risk is assessed as low if the value is 1 to 3 (**Green**).
The activity can take place & no additional measures are required

Trivial injury: Basic 1st Aid or not requiring treatment at all

Minor injury: 1st Aid and / or Requiring professional medical attention or trip to hospital

Major injury: Disabling, life threatening or fatal