

2026/27 - NFAS Declaration of Competence for Unconfirmed Associate members

- 1 This checklist is a record for all Unconfirmed Associate Members, new to the NFAS. These **two pages** should be fully completed before they are "signed off". This record will be discussed with the Member and then signed by a full member and the Unconfirmed Associate member at the time of formal sign off. This signed Competency Checklist will accompany the application for full Associate Membership and be stored securely, while the associate is a member of NFAS, and for 3 years after membership ends. The Unconfirmed Associate Member and the Signee should also retain copies.
 - 2 In the event of an incident, the document may be made available to insurers and/or external authorities to confirm the detailed instruction that the Unconfirmed Associate has received.
 - 3 Study of the NFAS Rule Book leads to the formal "Sign Off" assessment of the Unconfirmed Associate which enables them to be-come a full Associate Member, if successful. Full "Sign Off" permits the Associate Member to observe in all NFAS activities and, if necessary, accompany juniors as a shoot guardian, providing the requisite form has been submitted, because they have been assessed as understanding the non-shooting sections of the NFAS Rule Book. However, this does not become active until the associate in possession of their full Associate Membership card.
 - 4 The final assessment rests on the associate's knowledge of the rules, together with the signee's judgement regarding their commitment and general understanding. During the assessment, the signee will discuss the points in the checklist, including responsibility for scoring, as they follow a field course with other club members. The Unconfirmed Associate will be asked questions relevant to situations encountered. After the assessment, there will be a short question and answer session testing knowledge of NFAS rules, safety and etiquette.
- **Unconfirmed Associated Members under seven years must be signed by a parent or guardian on their behalf**
 - **Unconfirmed Associate Members between the ages of seven and fourteen may sign, but must be countersigned by a parent or guardian**
 - **Unconfirmed Associate Members over the age of fourteen to sign their own form**

Name of Unconfirmed Associate Member: NFAS number:

Subjects Covered In The Sessions for Discussion and Questions

- Administration Health and Safety Scoring Rules
- In the Woods Etiquette

Both Signee and new NFAS Unconfirmed Associate Member, respectively, by signing this Declaration of Competence, acknowledge that they have fully explained and understood all 5 Subjects covered in the Unconfirmed Associate Member Sign Off Questionnaire

Sign off completion and acknowledgement

Date:

Signature of Associate:

Print:

(countersigned by parent or guardian if applicable):

Print:

Signature of NFAS Member:

Print:

NFAS Member Membership No.:

This document forms a record of the syllabus covered with the Unconfirmed Associate Member by the named NFAS coach. Following "sign off" this application form, for full NFAS Associate Membership, must be sent to the NFAS Membership Secretary along with your original Unconfirmed Associate Membership document.

Essential Subjects that must be covered by the Signee “Sign Off”

ADMINISTRATION

Prior to application for the Confirmed Associate Membership, obtain contact details, complete Application Form, and parental/guardian consent form (if applicable).

Welcome the Associate Member and conduct an introductory chat.

HEALTH AND SAFETY

Safety awareness on the shooting ground - archers and members of the public.

Risk assessment awareness.

Explain commands – Emphasis on “STOP” (also “FAST” with explanation)

Associate members must not be under the influence of alcohol or drugs.

A safe method of approaching the target, and arrow retrieval – safe withdrawal while supporting the target.

The method of carrying arrows safely and securely.

ARRANGEMENTS & SCORING RULES, PAPER FACES & 3Ds

Explain the following:

Marking arrows with archer’s name and initial (club recommended) – an insurance requirement.

Coloured pegs, shooting sequence along with age groups and how arrows marked as 1st, 2nd, 3rd relate to them.

Responsibilities of each archer and associate member as referee/umpire/rule enforcer while shooting.

Scoring zones of different types of target (paper faces, 3Ds and 2Ds).

Big Game scoring zones and be aware of other rounds (see Rule Book).

Use of scorecards (which may vary) and double scoring.

Scoring of arrows including touching lines, pass throughs, bounce backs and bounce offs.

The avoidance of touching arrows before they have been scored (archer points at arrow and declares score, check scores every five targets).

OUT IN THE WOODS

Discuss:

Climate / weather conditions and advise what is suitable protective clothing and footwear to wear

Use of sun screen, insect repellent when required, and carrying a drink and snack.

Physical hazards such as holes, logs, branches, brambles and slopes, along with wild life hazards such as wasps, ticks, hornets, midges and snakes.

The need to move as a group, with emphasis on persons at risk walking in the centre of the group. Always follow the course, never return to a previous target.

Demonstrate and practice arrow pulling from 3Ds. Take special care, using an arrow puller, particularly with wooden and carbon arrows

Searching for arrows practising safety protocol, leaving an adult archer in front of target, and beware of arrows underfoot.

Importance of Safety Briefing, paying attention and listening carefully to instructions.

NFAS emergency whistle and restart protocols.

ETIQUETTE

It is strongly recommended that new associates are accompanied by an experienced archer at their first open shoots. It is important to demonstrate your support and show appreciation to the hosts and fellow competitors by staying to the end of the event, including prizes giving etc.

Refer to the rule book for more on etiquette.

**All NFAS membership application forms must be completed in accordance with the instructions on that form
Failure to follow these instructions will result in refusal of the application.**

Document completed at which NFAS Compliant Venue:

NFAS Member’s initials:

Unconfirmed Associate Member initials: