

## Risk Assessment

Lindley Educational Trust

### Archery

Current as of April 2010

By Claire Hinchiffe.

Hollowford Centre

Review date by 1<sup>st</sup> May 2011

HAZARD	RISK	CONTROL MEASURE	FURTHER ACTION REQUIRED	RESPONSIBILITY / DUE & COMPLETED DATES
General	Various injuries	Code of Practice applies Suitably qualified & experienced instructor (includes First Aid) Clear briefings & supervision All accidents, near misses and incidents are recorded and appropriate action undertaken as required. Safety reviewed in staff meetings. Seek & share information with similar providers	No further action at this stage	
<b><i>For every session there will be a dynamic risk assessment on arrival and will be on going throughout the activity session</i></b>				
Extreme Weather	Sunburn Hypothermia Hyperthermia	Instructor to check weather forecast prior to activity & observe conditions throughout. If necessary change plans & move to safety. Ensure participants have suitable & adequate clothing plus access to warm (or cold) drinks Remind visiting staff & young people about sun protection.	No further action at this stage	
Equipment Failure	Various injuries	All equipment checked prior to use. Regular checks, maintenance & renewal schedule All equipment to correspond to relevant standard	No further action at this stage	
Participants	Various	Participants asked to share relevant previous & existing medical issues. Visiting group leaders asked any other (eg behavioural) issues Staff ratios (group size) amended as required	No further action at this stage	
Arrows shot towards others in group	Serious injury	Clearly defined area for archery Limited number of people at shooting line Clear briefing by suitably experienced instructor to include always point arrow at target	No further action at this stage	
Running into an arrow	Injury to person – puncture wound	Briefed on walking everywhere when doing archery	No further action at this stage	
Bow String making contact with forearm	Injury to person - bruising	Briefed on how to correctly hold bow Armguards are available	No further action at this stage	
Rebounding arrows	Various injuries	Shooting line to be an appropriate distance from the target according to the ability of the group	No further action at this stage	

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Misfire (Arrow falling / landing close to firing line)	Various injuries	Group briefed to leave arrow where it is until all participants have been told it is safe to collect their arrows 32" arrows used to prevent overdrawing	No further action at this stage	
Removing arrows from archery butt	Injury to other person	Briefed on how to retrieve arrows, inc – to look behind them before they pull the arrow out	No further action at this stage	
Holding arrows 'point up' when walking back	Falling onto arrows	Group briefed on appropriate way to walk back with arrows	No further action at this stage	
Other persons not involved in activity walking onto field	Being shot	Put warning signs up, Instructor awareness of other activities occurring (orienteering) Overshoot area where no activity takes place	No further action at this stage	