



Archery – Operational procedures

Staffing & Ratios

1 instructor: Maximum 6 bows in operation at one time

GNAS qualified instructor / in-house trained & assessed by experienced instructor

Venues

Particular attention must be paid to the overshoot area. This must be an appropriate exclusion area behind and to either side of the targets, beyond the maximum reach of the bows. Note must be taken of any objects that could deflect arrows. Where netting is used it must be securely attached and areas beyond the netting, up to the furthest reach of the bows, must be a complete exclusion area. Overshoot areas must be clearly defined and signed.

Access to the archery range must be strictly controlled.

Ground conditions must be taken into account, both on the range and in the overshoot area.

Wind must be monitored throughout the session.

General procedure

Instructors must ensure the archery range and overshoot area is clearly marked, signage placed at possible access points, and other users of the area must be informed.

Instructors must check that bosses are secure.

Bows & arrows must be fitted based on participant size.

Instructor briefing must include:

- Safety / Environment / Activity
- Boundaries and procedure on the range
- Care of equipment – arrows only shot at targets, equipment kept off ground
- STOP command used instead of GNA 'fast'

Requirements

Long sleeved clothing must be worn or use of arm guards

Loose hair must be tied back

Loose Jewellery and watches must be removed from fingers and wrists. Any rings that cannot be removed must be taped over

Necklaces must be removed or kept inside clothing.

Body piercings [including small ear studs], which could be affected by the bow, must be removed or taped over.

Brenin Adventures

The risk assessment must be reviewed on arrival to site, to take into account prevailing conditions and recent changes, and monitored throughout the activity session.

Risk	Control
Incorrect use of equipment	Instructor briefing and demonstration
Incorrect aiming	Instructor briefing and demonstration Group discipline Appropriate overshoot area
Bow string hitting forearm	Instructor demonstration and correct technique Long sleeves Bracers available
Fingers sore from bow string	Instructor demonstration and correct technique Tabs available
Overshoot	Appropriate overshoot area Netting with overshoot area behind Complete exclusion from overshoot area, clearly marked, signage at access points
Overdraw	Arrow length and bow draw strength fitted to participant Monitor through session
Boss collapse	Boss secured to ground
Impaled by arrows	Complete exclusion from range and overshoot area Ensure correct aiming Group discipline Arrows held correctly when moved Instructor demonstrates & corrects technique for removal of arrows from boss No running on range All equipment kept off the ground