

Target Archery: Activity Risk Assessment HB RA CV19A

Function:	Target Archery	Club:	Harlequin Bowmen
Location/site of activity:	Harwell Range	Date Assessment carried out:	Reviewed: 29 th August 2020-PJC
Groups at risk:	Club Members (Archers), Spectators	Version Number:	Version 3
Persons carrying out assessment:	Name:	Positions:	
	Paul Comina	Chairman	
	Mark Gardiner	Secretary	
Original version approved by:	Committee members by zoom call:	ED, NB, HB, RC, RL, DY (1 st June 2020)	
	HLRA:	Approval 5 th June 2020	
Date of acceptance and publication:	29 th August 2020	Planned review date:	Summer 2020 as per Government or AGB advice

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Hazards	Consequences	Who is at risk	Severity	Like- lihood	Risk	Control Measure	Risk with Control Measure
The normal hazards of Archery (See Risk Assessment HB RA01A and Field set-up instructions)	Body injury	Archers and Spectators	3	1	4	The Normal Rules of Shooting will be applied. ALL DETAILS REGARDING SAFE SHOOTING ARE OUTLINED WITHIN OUR NORMAL TARGET SHOOTING RISK ASSESSMENT, HB RA01A and HB ROPING INSTRUCTIONS. However, any control measures stated below that differ from RA01A take PRIORITY and must be followed whilst Covid 19 is still prevalent.	1
The Archer currently has symptoms of Covid-19	Risk of Infection to other people	All	3	3	6	Archers or Family members of the Archer MUST refrain from coming to the Archery Range. Government Guidance Must be Followed	1
I have had symptoms of Covid-19 recently	Risk of Infection to other people	All	3	3	6	Archer/parent MUST refrain from coming to the Archery Range and Facilities for at least 7 Days .	1
A household member is symptomatic with Covid-19.	Risk of Infection to other people	All	3	3	6	Archer/parent MUST refrain from coming to the Archery Range and Facilities for at least 14 Days after onset of symptoms in the family member, unless they've already had symptoms for more than 7 days themselves.	1
Becoming ill whilst on the Archery Range.	Infection may be passed to another Archer and their families etc	All	3	3	6	Should you become ill whilst you are at the Archery Range, you MUST inform someone else present and immediately leave the Range and go home. Please arrange urgent support should you find yourself seriously sick whilst you are at the range.	1

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Cross Contamination by archer in close proximity when sharing boss/target	Risk of Infection to other people	All	3	2	5	Only archers from the same household may share a boss/target. All other archers should shoot on a 1 archer per boss basis. Only 1 accompanying adult per junior archer please.	1
Cross Contamination between bosses whilst archery in progress	Risk of Infection to other people	All	3	2	5	Bosses are to be placed on 5 metre tram lines travelling up the Archery Range. This provides a safe 3 metre space between Bosses and Archers when either solitary shooting or family units when using two adjacent bosses placed either side of the same tram line. If you are helping another archer find a lost arrow you should remain within your own 5m range zone, at a minimum distance of 2m from other archers.	1
Cross Contamination from Café, Club House and Toilet Facilities	Risk of Infection to other people	All	3	2	5	Club House and Toilet Facilities are out of bounds Toilet Facilities may be used in <u>emergencies only</u> . HLRA are providing hand sanitiser for users of the toilet facilities.	1
Cross contamination from Equipment: Setting up the field for archery/clearing the field at end of sessions	Risk of Infection to other people	Persons setting up and/or clearing field	3	2	5	The first person arriving at the Club House should collect: Plastic Box containing keys, roll of disposable wipes, disinfectant spray, antiseptic handwash. They should use the wipes and spray to wipe down: <ul style="list-style-type: none"> Any surfaces touched at the archery storeroom (handles and keypads, etc) Container handles 	1

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<p>Cross contamination from Equipment:</p> <p>Setting up the field for archery/clearing the field at end of sessions</p>	<p>Risk of Infection to other people</p>	<p>Persons setting up and/or clearing field</p>	<p>3</p>	<p>2</p>	<p>5</p>	<ul style="list-style-type: none"> • Rope trolley handle • Large trolley handles for bosses/stands <p>They should then use the anti-bacterial handwash to clean their own hands and leave the plastic box containing the keys, disinfectant, wipes and handwash at the container door.</p> <p>The last person clearing away should repeat this process in reverse....</p>	<p>1</p>
<p>Cross contamination at sign-in/payment of fees</p>	<p>Risk of Infection to other people</p>	<p>All</p>	<p>3</p>	<p>1</p>	<p>4</p>	<p>ALL archers MUST sign-in and sign-out, on the forms in the container, stating their arrival and departure times to facilitate the track-and-trace procedures required for control of covid-19.</p> <p>However, Harlequin Bowmen will be waiving the need to pay target fees at the club whilst these procedures are in place. The tuck shop will also be unavailable.</p> <p>There is no need to use the Wendy House IN ANY WAY.</p> <p>Archers should routinely COUNT arrows as they arrive and depart so that none are left on the field.</p> <p>Archers may make payment for archery fees <u>if they feel able to</u> by BACS payments only.</p> <p><u>These are not expected, but encouraged</u> if within the means of the archer.</p>	<p>1</p>

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<p>Cross contamination from Equipment:</p> <p>Setting up and taking down bosses including handling of the trolleys and shared mallet for ground embedding pins</p> <p>Use of metal detector for finding arrows</p>	<p>Risk of Infection to other people</p>	<p>All</p>	<p>3</p>	<p>1</p>	<p>4</p>	<p>ONLY 1 PERSON SHOULD BE IN THE CONTAINER AT ONE TIME. Archers waiting to collect equipment should stand behind the marked 2m line.</p> <p>Archers should only set up <u>their own</u> boss/target and not help others as they might normally do.</p> <p>However, if an archer/junior is not in a position to do this safely they may ask another member to help them, who should do everything with regards setting up the boss <u>on their own</u>, ensuring 2m social distancing at all times.</p> <p>The archer/junior then places their own target and pins on the boss once the person assisting them has withdrawn.</p> <p>The same process should happen in reverse on completion of shooting.</p> <p>No boss and stand should be left out unless a new archer has come to claim the boss. Do NOT assume someone will be taking your boss once you have finished.</p> <p>Use of gloves for handling bosses and stands may help reduce transmission, and is also good practice to prevent splintering to hands.</p> <p>Archers should wipe down the handles of any communal equipment (trolley, mallet, metal detector) using the disinfectant and disposable wipes before returning them for others to use.</p> <p>It is recommended that archers also use hand-gel both before and after handling the trolley or any other communal equipment.</p>	<p>1</p>
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<p>Cross contamination from equipment:</p> <p>Faces and Target Pins</p>	<p>Risk of Infection to other people</p>	<p>All</p>	<p>3</p>	<p>1</p>	<p>4</p>	<p>Archers MUST bring their own Faces and Target Pins to the Range.</p> <p>122 cm target faces and pin sets will be prepared for members to use on their first visit, and these should be taken with archers once they have finished shooting.</p> <p>Alternatively target faces and pin packs can be purchased online from Archery Retailers. Ask for JVD or Beiter Pinch Target Pins, 80cm or 120cm faces.</p>	<p>1</p>
<p>Cross contamination from equipment:</p> <p>Archery equipment</p>	<p>Risk of Infection to other people</p>	<p>All</p>	<p>3</p>	<p>1</p>	<p>4</p>	<p>Archers should bring their own equipment to shoot and should not share it in any way. They must take everything with them that they have used. Anything left behind may be disposed of if it cannot be suitably and safely sterilised.</p> <p>Archers using Club Bows and arrows (and bracers, etc) should keep these with them and NOT return them to the storeroom. Many archers already have such equipment with them. I already know who you are. If you need to take equipment from the storeroom you do not need to sign it out in the book. Please email Chairman with the bow and arrow numbers for our records.</p>	<p>1</p>

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The risk of this Range is assessed as - Low			Average Risk Level		
Risk Calculation Matrix					
Severity		Description	Likelihood		Description
1		Slightly Harmful	1		Highly Unlikely
2		Harmful	2		Unlikely
3		Extremely Harmful	3		Likely
Risk Classification					
Note: Risk = Likelihood + Severity			Severity		
			1	2	3
Likelihood		3	4	5	6
		2	3	4	5
		1	2	3	4
Risk Classification and Action					
Designation	Classification	Action			
5 to 6	Unacceptable	This situation is not tolerable. Shooting shall not start or be continued until the risk has been reduced.			
4	Tolerable	Shooting can continue as long as all control measures are in place and observed			
2 to 3	Low	Little or no risk			

Name	Role	Signature	Date
Paul Comina	Chairman	P . Comina	1 st June 2020
Mark Gardiner	Secretary	M. Gardiner	1 st June 2020
REVIEWED: Paul Comina	Chairman	P.Comina	15 th June 2020
REVIEWED and updated: P Comina	Chairman	P.Comina	29 th August 2020

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