

THE BARNSTONDALE CENTRE – ACTIVITY RISK ASSESSMENT – ARCHERY

Assessment Ref No:			ACT003		Area or Activity Assessed:	Archery Range/Sports Hall
Assessment Date:			24 Sep 25			
Person who may be affected by this activity			Staff, Visitors, Contractors, Service Users and anyone else who may physically come into contact with the business			
Ser	What are the hazards?	Who might be harmed and how?	Pre-Control Risk Rating (likelihood x severity)	What are we doing/Controls required?	Action needed	Post-Control Risk Rating (likelihood x severity)
1	Bow and Arrow Failure	Participants due to equipment failure when in use.	3x2=6	<ul style="list-style-type: none">Equipment is to be checked before each session to ensure that it is assembled correctly and fit for use.Bows are not to be dry fired.		2x2=4
2	Using Bow & Arrow	String hitting participant – potential risk of blood clotting. Arrow hitting someone.	3x2=6	<ul style="list-style-type: none">The arm guard is to be correctly worn on the bow arm to shield the participant’s forearm.The archery instructor is to advise on correct posture.Bows are only to be pointed down the range.Participants are to put bows down and return to the waiting area once their arrows have been loosed. Instructors / leaders to position themselves so that they can observe all participants.		2x2=4

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3	Boss and Stand	Falling and impacting the participant.	3x2=6	<ul style="list-style-type: none"> The bosses are to be secured to the boss stand. The instructor is to advise on the correct procedure for collecting arrows. Using one hand to support the boss and the other hand to pull the arrow out. Bows should be correctly stored pointing to the ground when not in use. 		2x2=4
4	Moving Around Range, Including collecting arrows.	Participant being hit by an arrow.	3x2=6	<ul style="list-style-type: none"> The range should be set up appropriately, with all doors, or accessing points, beyond the shooting line closed/inaccessible so that no one can enter the range – refer to the Archery GB Guide on Setting up an Archery Range. No one steps over the shooting line until the instructor says to. 		2x2=4

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			3x2=6	<ul style="list-style-type: none"> The shooting line is sufficiently far from the bosses so that arrow cannot bounce back and hit someone. The instructor is to advise on the correct procedure for collecting arrows - walking down the side of the range and approaching the boss from the side. 		2x2=4
5	Carrying Arrows	Participants falling while returning with arrows.	3x2=6	<ul style="list-style-type: none"> The instructor is to advise on the correct procedure for carrying arrows - holding them near the pile, tucking them under their arm and walking. No running on the range at any time. 		2x2=4
6	Behaviour	Participants being distracted.	3x2=6	<ul style="list-style-type: none"> No one is to touch any equipment until told to do so by the instructor. Participants waiting are not to talk to or distract those on the shooting line. 		2x2=4

Risk Matrix								
Risk rating guidance	Likelihood (L)	5	5	10	15	20	25	Likelihood (L) x Severity (S) = Risk Rating (RR).
		4	4	8	12	16	20	
		3	3	6	9	12	15	
		2	2	4	6	8	10	
		1	1	2	3	4	5	
			1	2	3	4	5	
		Severity (S)						
Acceptability of risk guidance	High-risk: 15 – 25		High-risk activities should cease immediately. Further effective control measures to mitigate risks must be introduced.					
	Medium-risk: 8 – 12		Medium-risks are an acceptable level based on the reduced likelihood after sufficient control measures are implemented.					
	Low-risk: 1-6		Low-risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further.					
Guidance. When completing a risk assessment, you should:	<ol style="list-style-type: none">1. Identify the persons at risk and the significant hazards.2. Calculate an initial RR for the activity.3. Identify risk control measures that reduce the risks to an acceptable level.4. Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings.							
Note. Ideally, you should look to reduce the risks so that the task can be classified as “low-risk”.								

Likelihood	Definition	Points rating
Inevitable	If the work continues as it is, there is almost 100% certainty that an accident will happen, for examples: A broken stair or broken rung on a ladder, Bare, exposed electrical conductors, Unstable stacks of heavy boxes	5
Highly likely	Will happen more often than not. Additional factors could precipitate an incident but it is still likely to happen without this additional factor.	4
Possible	The accident may occur if additional factors precipitate it, but it is unlikely to happen without them.	3
Unlikely	This incident or illness might occur but the probability is low and the risk minimal.	2
Remote possibility	There is really no risk present. Only under freak conditions could there be any possibility of an accident or illness. All reasonable precautions have been taken - This should be the normal state of the workplace.	1

Severity	Definition	Points rating
Very high	Causing multiple deaths and widespread destruction eg. fire, course/building collapse.	5
High	Causing death, serious injury or permanent disability to an individual.	4
Moderate	Temporary disability causing injury (to member of the public, contractor or employees) or disease capable of keeping an employee off work for seven days or more and reportable under RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995).	3
Slight	Minor injury (to member of the public, contractor or employee), which would allow the individual to continue work after first aid treatment on site or at a local surgery. The duration of the stoppage or treatment is such that the normal flow of work is not seriously interrupted.	2
Nil	Very minor injury, bruise, graze, no risk of disease.	1

Document Control (Amendments)

DATE	AMENDMENT(S)	AGREED BY
13 Nov 24	Whole Document	Mark Radcliffe (electronically signed)
24 Sep 25	Whole Document	Mark Radcliffe (electronically signed)