

ARCHERY

TOLMERS ACTIVITY CENTRE RISK ASSESSMENT SHEET

Activity/Area

ARCHERY

Frequency of use

Daily / As required

1. **PEOPLE AT RISK** (instructors and visitors)
Up to 15 participants, plus leaders and/or instructors
2. **POTENTIAL HAZARDS** (equipment, instructors, fall, others etc)
 - a) Arrows
 - b) Bows
 - c) Wet Ground
 - d) Targets
 - e) Nets
 - f) Cover
 - g) People passing by
 - h) Groups
3. **ASSESSMENT OF RISK**
 - a) Medium
 - b) Low
 - c) Low
 - d) Low
 - e) Low
 - f) Low
 - g) Low
 - h) Low
4. **LIST MEASURES TAKEN TO CONTROL HAZARDS**
 - a) Check daily & always face forwards (towards targets)
 - b) Check daily
 - c) Stop if dangerous
 - d) Check good stability
 - e) Check every hour
 - f) Check daily
 - g) Check fencing & keep passers-by away and out of overshoot
 - h) Ensure leader controls group
5. **REMAINING RISK USING CONTROL MEASURES ABOVE**
 - a) Low
 - b) Low
 - c) Low
 - d) Low
 - e) Low
 - f) Low
 - g) Low
 - h) Low

DATE 09/2021, REVIEW 1 YEAR
COMPLETED BY

REF. NO ARCHRISK
D STACK – ACTIVITY CENTRE MANAGER
K PEARCE- LEAD INSTRUCTOR



| Name of activity, event, and location | ARCHERY Covid Risk Assessment at Hertfordshire County Scout Council (HCSC) Activity Centres | Date of risk assessment | 12/09/2021 | Name of person doing this risk assessment | Doug Stack* Katy Pearce* Reviewed by Ben Crabb* |
|--|--|--|---|---|---|
| | | Date of next review | When further relevant guidance is released. | | |
| What hazard have you identified? What are the risks from it? | Who is at risk? | How are the risks already controlled? What extra controls are needed? | | What has changed that needs to be thought about and controlled? | |
| A hazard is something that may cause harm or damage. The risk is the harm that may occur from the hazard. | For example: young people, adult volunteers, visitors | Controls are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity. | | Keep checking throughout the activity in case you need to change what you are doing or even stop the activity. This is a great place to add comments which will be used as part of the review. | |
| Correct Guidance | Everyone | Based on HCSC Operations Covid Risk Assessment. Following the latest guidance of the National Youth Agency and guidelines set out by The Scouts. | | Updated Sept 2021 | |
| Transmission due to contact between individuals and surfaces | Everyone | <p>All archery will be conducted in accordance with the guidance issued by Archery GB and adhere with Social Distancing Guidelines.</p> <p>All participants and instructors can wear a face mask if they choose.</p> <p>Group sizes will be up to a maximum of 15 participants, plus leaders and/or instructors.</p> <p>The need for guests to share equipment i.e., arrows, will be minimised.</p> <p>Defined disinfecting routines will be in place to disinfect equipment i.e., bows and arrows, and contact surfaces i.e., seating area, before, after and at pre-set intervals. We will use an antiviral disinfectant that is effective against Coronavirus; certified to European standards B:2013 + A2:2019. Virucidal mist will also be used via a pump spray.</p> <p>Strict maintenance of hand hygiene will be ensured. Hand sanitiser will be used before, during (where appropriate) and after a session provided by us. Groups should have hand sanitiser with them for their own group activity.</p> | | <p>Review as required.</p> <p>HCSC Covid Cleaning Management Plan and recorded</p> | |
| Transmission of infection | Everyone | <p>If a member of the group or staff/volunteer becomes unwell with suspected Covid, the designated room suitable for isolation whilst awaiting collection is to be used.</p> <p>If a member of the group or staff/volunteer becomes unwell or contracts covid after their visit, HCSC MUST be contacted immediately so we can make available our track and trace records to the NHS.</p> | | | |

*Doug Stack – Manager Activity Centres and Support Functions, Hertfordshire Scouts

*Katy Pearce- Lead Instructor, Hertfordshire Scouts

*Ben Crabb – Health & Safety Advisor to Hertfordshire Scouts - BSc (Hons), PGCE, DipESM, MSc, MEd, MIIRSM, GradIOSH, MIIAI, MICPEM