



Risk Assessment

Archery (Indoor)

Document Control

Issue #	Written By	Approved By	Review Due
1	T. Roast (13.08.2018)	L. Upton (05.08.2018)	05.01.2020
2	T. Roast (22.01.2020)	L. Upton (24.01.2020)	24.02.2021
3	M. Davenport (30.05.2022)	L. Upton (30.05.2022)	30.12.2022
4	T. Roast (11.03.2023)	M. Davenport (15.03.2023)	15.04.2024
5	T. Roast (11.03.2024)	()	

Description of Severity, Probability and Risk Factors

S = Severity	Description	P = Probability	Description	R.F. = Risk Factor	Description
1 Insignificant	No Injury No financial loss	1 Rare	Conveivable but only in extreme circumstances	1 3	Low Risk. Very little risk of harm to participants
2 Minor	First aid treatment Some financial loss or penalty	2 Unlikely	Hasn't happened yet, but could still happen	4 9	Moderate Risk. Very little risk of harm to participants if control measures are followed.
3 Moderate	Medical treatment required Financial loss or penalty	3 Possible	Could happen or has happened infrequently in the past	12 15	High Risk Some acceptable residual risk to participants. Enhanced control measures must be followed.
4 Major	Medical treatment in hospital required Significant financial loss or penalty	4 Likely	Could easily happen or has happened more frequently in the past	16 25	Catastrophic Risk Unacceptable level of risk
5 Catastrophic	Death Massive financial loss or penalty	5 Almost Certain	Often occurs		

Hazard	Involved	Risk	Control Measures	Residual Risk	Acceptable
Unauthorised Access	Unauthorised Access	P = 2 - UNLIKELY S = 4 - MAJOR R.F. = 8 - MODERATE	The Range building is locked when not in use and the Archery Equipment is kept locked inside another room to which Users have no access. Warning signs are displayed when shooting is in progress. The Range will be checked and cleared of any hazards before running any session.	P = 1 - RARE S = 1 - INSIGNIFICANT R.F. = 1 - LOW	YES
Unexpected access while shooting is in progress	Unauthorised Users All Users	P = 3 - POSSIBLE S = 4 - MAJOR R.F. = 12 - HIGH	Access to the range is only via doors that are at the rear of the shooting range. These are before the marked safety line. The only other door is a fire exit door which cannot be opened from the outside.	P = 1 - RARE S = 1 - INSIGNIFICANT R.F. = 1 - LOW	YES
Lack of Understanding	All Users	P = 4 - LIKELY S = 4 - MAJOR R.F. = 16 - CATASTROPHIC	All Users are given verbal instruction about the Activity and the Safety Rules in place for the Activity. Any User in doubt about the risk involved is advised not to continue.	P = 1 - RARE S = 1 - INSIGNIFICANT R.F. = 1 - LOW	YES
Activity Equipment Failure	All Users	P = 4 - LIKELY S = 3 - MODERATE R.F. = 12 - HIGH	All Instructors check all equipment before issue to the Users. Any suspect equipment is withdrawn from use. All equipment is selected and issued according to the size of the User and is correctly fitted and checked before proceeding.	P = 1 - RARE S = 2 - MINOR R.F. = 2 - LOW	YES
Injury whilst shooting	All users	P = 3 - POSSIBLE S = 3 - MODERATE R.F. = 9 - MODERATE	All Users are to wear the correct clothing and personal protective equipment, issued as part of the Activity. Long hair must be tied back. Ongoing correction and coaching during the session to correct any poor shooting styles.	P = 1 - RARE S = 2 - MINOR R.F. = 2 - LOW	YES
Injury from Stray Arrows	All Users and Spectators	P = 4 - LIKELY S = 5 - CATASTROPHIC R.F. = 20 - CATASTROPHIC	All Users are supervised to shoot arrows only towards the targets. Clearly defined areas are marked on the range. While shooting is in progress, no one is allowed passed the shooting line. When not shooting, All Users and spectator must remain behind the safety line. Large numbers of spectators will be asked to wait in the waiting room.	P = 1 - RARE S = 1 - INSIGNIFICANT R.F. = 1 - LOW	YES