Assessor : Christopher Lloyd **Date : 10/12/2025** **Activity: Archery** **Location : Blackwell Court**	**Persons at risk**			**Risk before control measure**	**Severity before control measure**	**Control Measure**	**Risk After Control Measure**
	Employee	Participant	Public				
Hazards Identified							
Slips, trips and falls	✓	✓	✓	Low	Low	Participants warned of the dangers of running around the archery areas and advised to wait on the bench.	Low
Unqualified staff	✓	✓		Low	High	Only qualified staff to run the archery who have been signed off in accordance with the operating procedures.	Low
Bow string catching the arm	✓	✓		Low	Low	Participants advised to wear long sleeves and instructed to stand in the position demonstrated. Arm guards are available if needed.	Low
Walking into arrows on ground or in target	✓	✓		Medium	Medium	Participants informed of correct method to approach targets and remove arrows.	Low
Unauthorised access			✓	Medium	Medium	Arrows to be kept with instructor and separate from bows when not in use.	Low
Faulty apparatus	✓	✓	✓	Low	High	Regular inspection by trained staff.	Low
Rebounding arrows	✓	✓		Low	Low	Minimum distance for shooting line used as per **Archery GB** regulations	Low
Participants being shot at	✓	✓		Medium	High	Close supervision from instructor and good group control. Participants informed of correct method and direction to shoot with demonstration prior to shooting.	Low
Hair, clothing or jewellery trapped in equipment	✓	✓		Low	Low	Participants briefed to tie hair back and remove any objects / jewellery that could become trapped.	Low
Unsupervised use of equipment		✓	✓	Medium	High	Arrows not to be kept with bows when not in use.	Low
Bosses falling from stands	✓	✓		Medium	Medium	Bosses secured to ground.	Low
Public passers by			✓	Medium	Medium	Instructor's always aware and appropriate signage in place.	Low
Manual Handling	✓			Low	Low	Instructors trained in proper manual handling techniques.	Low
Safeguarding	✓	✓		Low	Low	Instructors aware of safeguarding issues.	Low
Lightening	✓	✓	✓	Low	High	Activity to be stopped in the event of lightening.	Low
Self-Led Sessions		✓	✓	Low	Medium	Equipment to be signed out and qualifications to be verified. A Conditions of use form is also to be signed by the Archery instructor.	Low
Lost Arrows	✓	✓	✓	Medium	High	Counting arrows in and out. Telling others if you have lost arrows.	Low
Rabbit holes around archery range area	✓	✓		Medium	Low	A member of staff is now responsible for archery and will keep on top of new holes and filling where appropriate. Instructors also aware in case holes appear to warn group of walking and not running.	Low

Signed Assessor: C Lloyd Print Name Christopher Lloyd Date 10/12/2025

Reviewed by and Date: