



Archery - Risk Analysis and Management

Risk Analysis		Management				
Hazard/Harm	Risk severity (Initial)	Control (Eliminate/Minimise)	Action	Risk severity (residual)	SOP	Accepted
People: Poor supervision	12	M	Supervised activity Rope up for barrier to shooting area	4	1 Activity Supervisor per 15 participants Someone trained by camp staff must supervise this activity All campers not shooting must stay behind those using the bows, on the green turf or in the shelter Campers to collect arrows once all shooters have finished and bows are on ground No shooting if animals are behind targets	Yes
People: Misuse of equipment	10	E	Do not leave gear unattended	5	Never leave the archery equipment out or unattended If you are the last group for the day, please return bows and arrows to CYC Staff	Yes
Equipment: Targets Falling on Participants	8	E	Targets to be always fastened or weighted to prevent falling of participants during arrow retrieval	1	-	Yes
People: Incorrect use	6	M	Technique diagram CYC Host to train Supervisors on use, prior to beginning of activity	4	Use Technique diagram Keep bows pointed towards targets	Yes
Environment: Natural Hazard	6	M	Make use of shelter Wear hats/sunscreen CYC Staff to be aware of changing conditions Activity to not be operated in severe weather events, excessive rain/wind, or natural disaster CYC Staff to be aware of changing conditions, esp. high winds, and pause/stop the activity when necessary	3	Reapply sunblock on fine days	Yes



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People: Impairment of Supervisor	6	E	CYC Staff to look out for signs of impairment No alcohol/drugs on site	3	-	Yes
Terrain: Uneven track	6	M	On monthly check list	2	-	Yes
Equipment: Damage to equipment	2	M	CYC Staff to check prior to putting out gear	1	Do not dry fire bow (an unloaded bow)	Yes

Emergency procedures

Stop activity, assess situation, administer first aid, call emergency services if necessary, notify camp organisers and camp staff, and fill out an incident form when practicable.

Equipment

2 bows and 10 arrows
Activity SOPs.

Competencies for Activity Sign Off

- Be able to manage a group of participants 1:15
- Follow the Activity Instructions
- Actively supervising the participants
- Looking out for unsafe actions
- Know where to get help/locate CYC Staff or group organizers
- Technical information

Final decision on implementing activity

ACCEPTED by CYC Director

Comments

Circumstances can change quickly, supervisors need to be diligent in their task, and respond as needed. CYC reserve the right to close this activity.