Arrow Tag - 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.	4	•1 Activity Supervisor per 12 participants. •All Activity Supervisors to be trained by a CYC Instructor. •Supervisors are not allowed to be distracted - minimal use of phones. •Activity Supervisors must actively supervise from the field.	Yes
People: Impact Injury (collision, arrow impact)	12	M	Advise participants to be careful and not to shoot at each other at close range. Must wear sturdy shoes to prevent slipping or tripping	8	•All participants and Supervisors must wear masks during the game. •Be careful of obstacles and bunkers. •Do not aim at the head. Headshots do not count. •Covered shoes are required (crocs do not count). •Do not use arrows that are missing the foam head or with excessive damage.	Yes
People: Not wearing safety masks	12	E	Must wear masks during game.	8	• All participants and Supervisors must wear masks during the game. •Do not aim at the head. Headshots do not count. •Activity Supervisor must stop the game if anyone is without a mask in the playing field. •Observers outside the shelter must wear masks.	Yes
People: Observers getting too close	12	M	Observers to stay out of paintball arena.	8	•All observers to stay in the shelter away from the playing field.	Yes
People: Emotional harm due to being shot at	12	M	Provide the option to sit this activity out. Age limit.	6	•Respect the right of participants to stop and sit this activity out. •Participants age limited to 7 years and older.	Yes

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People: Shooting too close	12	M	Advise participants to be careful And not to shoot at each other at close range.	6	•Do not shoot from less than three meters away. •Participants can tag with hands at close distances.	Yes
Equipment: Germs on masks	12	E	Disinfect masks after each use.	4	•Avoid swapping masks during the rotation. •Spray masks with disinfectant after each use.	Yes
Environment: Insect Stings and Bites Anaphylactic reaction.	12	M	Take preventative measures as required. Insect repellent Any person at risk of anaphylactic shock should already carry an epinephrine auto-injector. In an emergency CYC has backup Epi pens available. Monthly activity checks for Wasps nests.	4	•Wear insect repellent as required.	Yes
People: Incorrect Use	8	M	CYC Staff to train supervisors on use, prior to beginning of activity. Only play in the designated area.	4	•All Activity Supervisors to be trained by a CYC Instructor. •Wrist guards are provided on request, keep the forward arm slightly bent – elbow pointing out to the side to prevent injury. •Archery – Arrow Tag is done only on the paintball course at the south end of camp near the BMX track or the set field location, unless prior approval given.	Yes

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Equipment: Damage to Equipment	8	M	Do not dry fire the bows. Do not undergo manoeuvres on the course that could damage gear. CYC Staff to check prior to putting out gear.	2	•Do not dry fire the bows (an unloaded bow). •Never leave the archery equipment out or unattended. •Do not undergo manoeuvres on the course that could damage gear, e.g. roles or dives with bows and arrows. •Avoid walking on arrows. •Allow time before the end of the session to find all the arrows, count them before and after the session.	Yes
People: Impairment of Supervisor	6	E	CYC Staff to look out for signs of impairment.	3	•CYC reserve the right to close this activity if these instructions are not followed.	Yes
Environment: Natural Hazard	6	M	Make use of shelter. Wear hats/sunscreen. Activity not to 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.	2	•Wear sunblock on fine days.	Yes

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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	Activity SOPs 26 Arrows (minimum), 14 Bows and Masks Disinfectant
Participants	Age limited to 7 years and older.
Competencies for Activity Sign Off	• Be able to manage a group of participants 1:12 • Follow the Activity Instructions • Actively supervising the participants • Looking out for unsafe actions • Know where to get help/locate CYC Staff or group organizers • Know how to use face masks and bows
Final decision on implementing activity	ACCEPTED by 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.	