



MARSHLAND ARCHERS RISK ASSESSMENT FORM

Archery Indoor Venue – Alive Leisure
Saturday 1st November 2025 – 28th March 2026 11.00am – 2.30pm

Introduction

Marshland Archers are running regular indoor club shooting and coaching to be hosted at Alive Leisure Centre on Saturday 1st November 2025 – 28th March 11.00am – 2.00pm.

The use will include coaching for beginners and regular club shooting upto 22 metres in the field of target archery shooting recurve, compound, and longbow. The club observes the Archery GB Code of Practice which you can find at.

<https://archerygb.org/files/Code-of-Practice-for-Demos-HAGs-Tasters.pdf> and Rules of Shooting which can be provided.

The location – the sports complex has an entry door behind the waiting area with ample space for setup. The facility has floor to ceiling archery nets, toilets and there are emergency exits far front and either side operated from inside. Exclusivity is assured from other sports by the vendor; public access is prohibited.

How was this risk assessment done?

The risk management guideline as provided by Archery GB Range Assessment

The following steps were taken:

1. Look for the hazards
2. Decide who may be harmed and how.
3. Evaluate the risks
4. Record findings
5. Review assessment and revise it if necessary

This Risk Assessment was completed on behalf of Marshland Archers By:

Name: Rob Lucas

Position: Club Chairman / Senior Coach

Signed:  _____

Dated: 28 October 2025



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What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by Whom?
Being Shot – On shooting range	Club Members, Coaches, Volunteers, General Public. By careless use of equipment	Each guest archer will be accompanied by a coach or an experienced club member from the point they are kitted to the point they shoot. The supervising coach / archer will carry the arrows to the shooting line and ensure the archer has proper instruction prior to shooting	Ensure all equipment is kept away from the shooting line and all supervising coaches and archers are aware of the danger Provide first aid facilities to attend to minor injuries. Coaches to carry mobile phone to call emergency services.	Experienced archers, coaches and club committee members
Trips and falls	All members, volunteers and visitors risk fractures or bruises if they trip over objects or slip on spillages, and fall	Ensure the ground, where possible is even and any equipment or bags are kept away from walkways	Always ensure that pathways are always clear of any trip hazards Spot check the area regularly to make sure area is clear. Provide first aid kit to and coaches / field captain to carry mobile phone	Experienced archers, coaches and club committee members
Lifting objects	Club Members, volunteers	Execute proper lifting and handling	Provide on the day training to volunteers in correct lifting.	Coaches
Walking behind shooting line	General Public	The area will be secured by limiting access to venue and use of archery net.	Ensure Club members, coaches and volunteers keep an eye on guests. Club members and Coaches will be asked to check all access doors are closed before the shoot.	Experienced archers, coaches and club committee members
Injury from equipment	General Public	Ensure that all archers are properly equipped with bracers and finger tabs. Proper instruction in use of equipment is provided.	Provide first aid kit to and coaches / field captain to carry mobile phone	Coaches and experienced archers



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Hair getting caught	General Public	Long hair must be tied back and where applicable provide hair bands.	None	Coaches and experienced archers
Issues relating to child protection	General Public (Juniors)	The Club appointed Child Protection Officer will be available and any concerns in this area should be reported to them	In the absence of the Club's CPO, any issues should be taken up with one of the Club Coaches and failing that a Committee member	CPO, Coaches, Club Committee
Being Shot by gaining unauthorised Access to shooting arena.	General Public, by gaining access into the secure space.	Ensuring club members, coaches and volunteers keep an eye on any access doors for members of the public in case they try and access the venue space.	Erect warning signs at the entrance of site.	Club Committee, Coaches.
Cold weather	All Participants could strain muscles	Participants must warm up before shooting and wear layers of unrestricted clothing	None	Club committee to advise all attendees
Overshoot / Miss Shots / Over Draw	Beginners and Have-a-go / Tasters archers	Participants must use club bows and equipment specially tailored for beginners. All bows provided are a maximum 20#	None	Coaches