



Soft Archery – Risk Assessment



Instructions and Risk Assessment

Description: Participants have the opportunity to learn archery skills using arrows that are fitted with suction cups

Learning Outcomes: An introduction to archery and develop new skills while having fun

Minimum Age: 4+

Instructions

Equipment is available from warden

Set up instructions are in the pack

Leader to set up the equipment

Find a suitable flat area away from others & set up boundary area (Hadlow Orchard or Orchard Shelter, or suitable place identified by Unit leader if off-site) Consider the weather - the activity cannot be done outside in wet and wind.

Check the area after each set of arrows is shot and at the end of the session for stray arrows

All equipment must be returned at the end of your session

The group is responsible for its own First Aid requirements

Please see the [Girlguiding webpage on soft archery](#).

Girlguiding members: Girlguiding Consent Forms must be completed for any participant under 18, signed by parent/carer and appropriate Commissioner informed of intended activities.

For non-Girlguiding events / users: The hirer must ensure appropriate insurance cover for the activities undertaken and provide evidence

**LEADERS ARE RESPONSIBLE FOR REVIEWING AND IF APPROPRIATE ADDING TO THIS RISK ASSESSMENT. THE SAFETY ASPECT OF THIS ACTIVITY LIES WITH YOU AS YOU ARE RESPONSIBLE FOR SETTING THIS UP YOURSELF.
THIS IS TO BE SHARED WITH THE LEADERSHIP TEAM.**

Hazards <i>What could cause harm or damage?</i>	Who or what is at risk of being affected and how?	What are you already doing? <i>How have you reduced the risk already?</i>	Likelihood of Risk Occurring	Severity of Risk H/M/L	Are further controls necessary?	Action by: name & date
Lack of Supervision	Participants	Named Leader responsible for activity Leader gives participants safety briefing Incident procedure Leader to establish a good observation point	L	L	Active monitoring Ensure you have the correct ration of girls to leaders for your section	Leader
Over shot arrows / bruising and eye injury	Participants	Barriers to be used as appropriate Maintain a sensible clear overshoot area (10-20metres) Set up range away from other users on the campsite	L	M	First Aider and 1 st Aid Kit available	
Injury due to slip, trip or fall	Participants	Reminder of uneven ground and rough vegetation Suitable footwear to be worn	M	M	First Aider and 1 st Aid Kit available	Leader
Incorrect technique - abrasions, bruising, grazes to fingers	Participants	All Equipment to be inspected before use by leader Give clear demonstration and instructions Long hair tied back Ensure all clothing / footwear is suitable and cover arms and legs Remove jewellery	L	L	First Aider and 1 st Aid Kit available	
Arrow collection / bruising / eye injury	Participants	No running in the archery area Ensure all participants have finished shooting before collecting arrows If you drop an arrow, leave it on the ground until you are told to get your arrows.	L	M	On-going monitoring & advice At end of session, check that all arrows have been collected and put away with Target Stands (8) and Arm Bracers (10)	Leader

Stray arrows - bruising, eye injury	Participants	Arrows must always be pointed towards the target Shoot only at the target	L	M	On-going monitoring & advice	All
Adverse weather conditions	Participants	Ensure suitable clothing and footwear for the environmental conditions (sun protection, dehydration)	L	M	Check weather forecast, cancel if not suitable	Leader

Continue with any additions you see are necessary

