



# Archery - Risk Analysis and Management

Risk Analysis		Management				
Hazard/Harm	Risk severity (Initial)	Control (Eliminate/Minimise)	Action	Risk severity (residual)	SOP	Accepted
People: Misuse of equipment	10	E- Supervised activity	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
People: Poor supervision	12	M- Sign off activity	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: Incorrect use	6	M- Technique taught	Technique diagram	4	Technique diagram Keep bows pointed towards targets	Yes
People: Impairment of Supervisor	6	E- No alcohol/drugs on site	CYC Staff to look out for signs of impairment	3	-	Yes
Terrain: Uneven track	6	M	On monthly check list	2	-	Yes
Condition: Extreme weather	4	M	Make use of shelter Wear hats/sunscreen CYC Staff to be aware of changing conditions	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

Reviewed July 2024



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<b>Emergency procedures</b> 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.	
<b>Equipment</b>	2 bows and 10 arrows Activity SOPs.
<b>Competencies for Activity Sign Off</b>	<ul style="list-style-type: none"><li>• Be able to manage a group of participants 1:15</li><li>• Follow the Activity Instructions</li><li>• Actively supervising the participants</li><li>• Looking out for unsafe actions</li><li>• Know where to get help/locate CYC Staff or group organizers</li><li>• Technical information</li></ul>
<b>Final decision on implementing activity</b>	<b>ACCEPTED by CYC Director</b>
<b>Comments</b> Circumstances can change quickly, supervisors need to be diligent in their task, and respond as needed.	

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