

GROUP LEADER...

- Group Leader run after briefing by TSCC staff
- Disclose relevant medical conditions
- Fulfil responsibilities in SAP below
- Responsible for overall group management

PARTICIPANTS...

- Footwear

INSTRUCTOR...

- Pass internal training and assessment program

RESTRICTIONS

Under 5yrs

RATIOS (not including instructor)

1 adult : 12 students

What could go wrong? 'The potential harm'	What would cause it to go wrong? 'The hazard'	How could we prevent it from going wrong? 'The mitigation'	Responsibility of?	When will it be done?	Emergency Plan
Death/Serious Injury (Shot by arrow)	<ul style="list-style-type: none"> - Inadequate instruction - Failure to follow instruction - Bystanders in front of archer - One archer collecting arrows before other archer has finished - Archer turning with loaded bow towards bystanders 	<ul style="list-style-type: none"> - Instructors are suitably qualified - Clear instructions are given - Listen attentively and follow instructions - Position targets so nobody can walk behind them - Everyone must be standing or seated behind archers - No one is to go past the archers until all arrows are fired - Point the bow towards clear targets at all times - Facilitator to stand between and behind the archers 	<p>TSCC TS instructor Participants + Group Leaders</p> <p>Group Leaders</p> <p>Group Leaders</p> <p>Participants + Group Leaders</p>	<p>Before</p> <p>Before</p> <p>Beginning & During</p> <p>During</p> <p>During</p>	<p><i>Suspected major injury</i></p> <ul style="list-style-type: none"> - All to vacate area - Instructor to coordinate first aid - Instructor to radio to main office to arrange for ambulance or extra assistance - Assess if activity can continue
Damage to Equipment	<ul style="list-style-type: none"> - Arrows being loaded incorrectly - Dry firing bows - Removing arrows incorrectly from targets or ground - Gear being left out - Targets getting blown over - Arrows going right through targets 	<ul style="list-style-type: none"> - Brief clients on loading the bows and flight positions - Bows are not fired without arrows loaded - Don't bend or flex arrow when removing. Pull straight out on the angle it went in. - Lock bows and arrows away between sessions - Setup targets in a sheltered location down wind - Make sure targets are well maintained 	<p>TS instructor</p> <p>Group leader</p> <p>Participants + Group leaders</p> <p>TSCC</p>	<p>Before</p> <p>During</p> <p>During</p> <p>Before</p>	<p><i>Other/ Minor Injury</i></p> <ul style="list-style-type: none"> - Group leader to administer first aid
Impact Injury	<ul style="list-style-type: none"> - Not using the correct bow for your strong arm (left hand right hand bow) - Bow string whipping inner forearm 	<ul style="list-style-type: none"> - Have left and right bows available - Offer forearm guard to group 	<p>TS instructor</p>	<p>Before</p>	
Exposure to Elements (sun, wind, temperature)	<ul style="list-style-type: none"> - Long periods out in the sun or wind and rain without correct clothes 	<ul style="list-style-type: none"> - Move to an indoor Activity during "bad weather" - Ensure the group has adequate clothing 	<p>TS instructor</p> <p>Participants + Group leaders</p>	<p>Before</p> <p>Before & During</p>	
Psychological Harm	<ul style="list-style-type: none"> - Being bullied or forced to participate 	<ul style="list-style-type: none"> - Challenge by choice - Group encouragement 	<p>TS instructor</p> <p>Participants + GL</p>	<p>During</p>	

Please note: The Instructor may cancel this activity at any time if conditions outlined in this SAP are not able to be achieved or maintained. **Serious Hazards are highlighted**