

SAFETY ACTION PLAN

ACTIVITY: ARCHERY
LOCATION: ARCHERY RANGE

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)	- Inadequate instruction	- Instructors are suitably qualified	TSCC	Before	<i>Suspected major injury</i> - All people 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
	- Failure to follow instruction	- Clear instructions are given	TS instructor	Before	
	- Bystanders in front of archer	- Listen attentively and follow instructions	Participants + Group Leaders	Beginning & During	
	- One archer collecting arrows before other archer has finished	- Everyone must be standing or seated behind archers	Group Leaders	Beginning & During	
Damage to Equipment	- Archer turning with loaded bow towards bystanders	- No one is to go past the archers until all arrows are fired	TS Instructors	During	<i>Other/ Minor Injury</i> - Group leader to administer first aid
	- Arrows being loaded incorrectly	- Point the bow towards clear targets at all times	TS instructor	Before	
	- Dry firing bows	- Facilitator to stand between and behind the archers to manage them	Group leader	During	
	- Removing arrows incorrectly from targets or ground	- Brief clients on loading the bows and flight positions	Participants + Group leaders	During	
Impact Injury	- Gear being left out	- Bows are not fired without arrows loaded	TSCC	Before	
	- Arrows going right through targets	- Don't bend or flex arrow when removing. Pull straight out on the angle it went in.	TS instructor	Before	
Exposure to Elements (Sun, wind, temperature)	- Bow string whipping inner forearm	- Lock bows and arrows away between sessions	Participants + Group leaders	Before & During	
	- Long periods out in the sun or wind and rain without correct clothes	- Make sure targets is well maintained	TS instructor	Before	
Psychological Harm	- Not using the correct bow (left hand right hand bow)	- Move to an indoor Activity during "bad weather"	Participants + Group leaders	Before & During	
	- Being bullied or forced to participate	- Ensure the group has adequate clothing	TS instructor	During	
		- Challenge by choice	Participants + GL		
		- Group encouragement			

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*