

TSCC STANDARD OPERATING PROCEDURE

SLUG GUNS - ISB 1

Version 2.3

Updated: 14/09/2026

I. APPLICABLE TSCC POLICIES, LEGISLATION, INDUSTRY STANDARDS:

1. TSCC Safety Policies
2. TSCC Safety management system

II. REQUIREMENTS

Instructor Requirements:

- Access to first aid kit
- Appropriate clothing for weather
- Covered shoes no crocs
- 1 adult: 2 shooters + 10 spectators

Participant Requirements:

- Covered footwear no crocs
- 5+ yrs old
- Appropriate clothing for weather

III. ACTIVITY SET UP

- Take the bucket from the white cupboard
- Take the guns from the slug gun cupboard and slide them into the shooting stations
- Sweep if necessary (broom at rockwall)
- Clean off the chalkboard

IV. PRE ACTIVITY CHECK

- Check that each slug gun works correctly
- Ensure you have enough slugs for the session
- Check the guns are secure to the stations

V. BRIEF

- Ensure all instructions are delivered clearly too all participating clients. Check for understanding as necessary. Do not compromise your safety brief if under time pressure
- Explain and demonstrate how to load and fire the guns
- Disclose risks along with client's responsibilities for prevention
 - Down range is a NO GO area and there is no reason for anyone to be down there during a session (Sports camp not included)
 - Safety glasses must be worn
 - No pulling the guns out of their stations
 - No turning the gun to face other people
 - Spectators stay on the benches inside or behind the fence, away from the shooters
- Explain to any other adults what they will be doing to help you
- Tell everyone how the session will run i.e. how many shots they will get
- Explain how to load the guns if you are allowing the group to reload themselves

VI. DURING THE SESSION/ENDING THE SESSION

- Reinforce safety rules as necessary
- Ensure that guns are being loaded correctly every time
- Ensure that spectators stay in a safe area
- Start tracking score to keep the activity entertaining
- It may be appropriate to facilitate a reflective debrief
- Clearly communicate that the activity is over and participants are no longer in your care

VII. PACK-UP

Between sessions:

- Put guns and safety glasses back in the cupboard
- Tidy up
- Pass the bucket onto the next group or return it to the white cupboard. **Never leave the slugs and the guns in the same place unsupervised**

End of the day:

- Put guns and safety glasses away
- Tidy up
- Return the bucket to the white cupboard in the gym

SAFETY ACTION PLAN

ACTIVITY: SLUG GUNS
LOCATION: SHOOTING RANGE

GROUP LEADER...

- ➡ Group leader to run after being trained by TS Instructor
- ➡ Disclose relevant medical conditions
- ➡ Fulfil responsibilities in SAP below
- ➡ Responsible for overall group management

PARTICIPANTS...

- ➡ Footwear

INSTRUCTOR...

- ➡ Pass internal training and assessment program
- ➡ Current first aid certificate

RESTRICTIONS

5 years and older

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 Slug)	- Inadequate instruction - Failure to follow instruction - Bystanders in front of shooter - Slug gun loaded/cocked when not in use - One shooter collecting/ resetting targets before other shooter has finished -Shooters turning with loaded slug gun towards bystanders - Extreme environmental event (Flooding, Earthquakes, Lightning & HighWinds)	- Instructors are suitably qualified - Clear instructions are given - Listen attentively and follow instructions - Position targets so no one will walk behind them - Everyone must be standing or seated behind shooters - Treat gun as loaded at all times - Guns to be checked after being put away - No one is to go past the shooter into the fenced area until all slug guns are fired & opened - Paper targets are only to be used during sports camp with instructor supervision - Point the slug guns towards clear targets at all times - Facilitator to stand between and behind the shooter - Move to emergency meeting area	TSCC TS instructor Participants + Group Leaders Group Leaders Group Leaders Participants + Group Leaders Group leader/ TS instructor	Before Before Beginning & During During During In the event	<i>Suspected major injury</i> - All to vacate area - Group leader to coordinate first aid - Group leader to arrange for ambulance or extra assistance - Inform host of incident immediately and fill out appropriate forms - Assess if activity can continue <i>Other/ Minor Injury</i> - Group leader to administer first aid
Bumps, Bruises, Scrapes, Strains, Sprains	- Incorrect loading - Hand pinched when loading - Pellet or debris hitting someone's eyes	- Cock gun holding the end of the barrel and butt of the gun - Eye Protection to be worn	Group Leaders	Before	
Equipment Damage	- Gear getting left out - Not being oiled before being put away - Putting slugs in backwards - Dry firing - Dropping gun, bumping sights when put away	- Put away at the end of the day - Correct maintenance after use, oiling rifle properly (preventing rust on barrel & other mechanisms) - Clearly brief about which direction the slugs go in - Only ever fire the gun with a slug in the barrel - Do not remove the gun from the range	Group leader TS instructor Participants + Group leaders	Before After During	
Exposure to elements (sun, wind, temperature)	- Long periods out in the sun or wind and rain without correct clothes	- Move to an indoor Activity during "bad weather" - Ensure the group has adequate clothing	TS instructor Participants + Group leaders	Before Before & During	
Psychological harm	- Being bullied or forced to participate	- Challenge by choice - Group encouragement	TS instructor Participants + GL	During	

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**

SUPPLEMENTARY INFORMATION

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VIII. EQUIPMENT

Item	Location
Slug guns x2	Slug gun cupboard
Safety glasses	
Slugs	White activity cupboard
Spare slug guns x2	Rockwall Vault

IX. INSTRUCTING TIPS

- If a gun is loaded incorrectly, use the metal wire and push up through the barrel towards the body of the slug gun

X. EMERGENCY PROCEDURES:

See the SAP on page 3 for our emergency plan on major and minor incidents

XI. TRAINER/ASSESSOR NOTES

[illegible]