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| **Function:** | Target Archery | **Club:** | Southampton University Archery Club |
| **Location/site of activity:** | Island Site, Wide Lane Sports Ground | **Date Assessment carried out:** | 10/06/2020 |
| **Groups at risk:** | Club Members (Archers), Club Officials | **Version Number:** | Version 1 |
| **Persons carrying out assessment:** | **Name:** | **Positions:** |
| Bethany Logan | Captain |
| Callum Newlands | Vice-Captain |
| **Approved by:** |  |  |
|  |  |
| **Date of acceptance and publication:** |  | **Planned review date:** | 01/08/2020 |

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| The normal hazards of Archery (see general risk assessment) | Body injury | Archers and Spectators | 3 | 1 | 4 | The Normal Rules of Shooting will be applied. | 2 |
| SymptomaticThe Archer has Symptoms of Covid-19 or other infectious disease | Risk of Infection to other people | All | 3 | 3 | 6 | Archers or members of the Archer’s household **MUST** refrain from coming to the Archery Range. Government Guidance Must be Followed | 1 |
| I have had symptoms of Covid-19 | Risk of Infection to other people | All | 3 | 3 | 6 | Archer **MUST** refrain from coming to the Archery Range and Facilities for at least 7 Days. | 1 |
| Someone in my household is symptomatic with Covid-19. | Risk of Infection to other people | All | 3 | 3 | 6 | Archer **MUST** refrain from coming to the Archery Range and Facilities for at least 14 Days. | 1 |
| Cross Contamination between bosses in use | Risk of Infection to other people | All | 3 | 3 | 6 | Bosses are to be placed at 5 metre intervals travelling across the Archery Range. This provides a safe 3 metre space between Bosses and Archers when either solitary shooting or household units when using two adjacent bosses. Bosses to be set at a distance and not moved for the duration of the session. | 1 |

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| Cross Contamination from Toilet Facilities | Risk of Infection to other people | All | 3 | 3 | 6 | Toilet Facilities are out of bounds. | 1 |
| Cross contamination from Faces and Target Pins | Risk of infection to other people | All | 3 | 1 | 4 | Archers MUST bring their own Faces and Target Pins to the Range. (Target Faces and Pins can be collected from the storage unit at first session, following the relevant guidelines, and retained for future use). Target faces and pins will not be left in the bosses and should be removed by the archer. | 1 |
| Cross contamination from storage areas | Risk of infection to other people when setting up/packing down | All | 3 | 2 | 5 | * Gloves and hand sanitiser must be used. (Gloves provided by club; hand sanitiser provided by archer)
* Once it has been opened, the door should remain open until closing, then the handle wiped down by the range captain before closing.
* The fridge will be out of bounds.
* Users should refrain from touching any surfaces that are not necessary to moving equipment.
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| Solitary Archer *(or Family Unit at Same Distance)* per Boss. | Some risk of infection from cross contamination, from Boss to Target Faces, Pins and then Person | All | 2 | 2 | 4 | * Own equipment to be used.
* Do not Share Equipment
* Gloves to be used when placing faces, pushing or pulling target pins, pulling arrows and clearing faces and pins from boss.
* Adherence with this Risk Assessment.
* Social distancing must be adhered to.
 | 2 |
| Own Target Faces to be used. | Some risk of infection from cross contamination, from Boss to Target Faces, Pins and then Person | All | 2 | 2 | 4 | * Own equipment to be used.
* Do not Share Equipment
* Material gloves to be used when placing faces, pushing or pulling target pins, pulling arrows and clearing faces and pins from boss.
* Adherence with this Risk Assessment.
* Social distancing must be adhered to.
 | 1 |
| Moving bosses to new distances | Body injury, muscle strain, splinters. Cross Contamination. | All | 2 | 1 | 3 | Bosses will not be moved between distances once they have been set up at the beginning of the session. | 1 |
| Setting up/taking down bosses at the beginning and end of sessions. | Body injury, muscle strain, splinters, Cross contamination | All | 2 | 2 | 3 | Gloves must be worn when moving bosses. All bosses still to be moved by 2 people, both from the same household where possible. Maximum 2 people in the storage container at any one time. | 2 |
| Equipment left behind by Archers who have left the Range | Cross contamination from Target Pins and Faces. | All | 2 | 1 | 3 | Any and All Target Faces, Pins and associated Boss associated equipment left by Archers will be removed and discarded to waste | 1 |
| Becoming ill whilst on the Archery Range. | Infection may be passed to another Archer and their families etc | All | 3 | 3 | 6 | Should you become ill whilst you are at the Archery Range, you MUST inform someone that you do so and immediately leave the Range and go home. Please arrange urgent support should you find yourself seriously sick whilst you are at the range. | 1 |
| Contamination when leaving/entering the site (gates) | Risk of infection  | All | 3 | 2 | 5 | Users should refrain from moving gates unless necessary, in which case hand sanitiser should be used. | 1 |
| Overcrowding | Makes social distancing harder and increases the risk of infection | All | 3 | 2 | 5 | * Archers should only turn up for their session and should vacate the field within 15 minutes of their session ending (except end of overall shooting where they may be clearing up).
* Only archers with a booking and club officials (range captains, safety overseers) should be at the range. All visitors to the range must confirm their arrival and leaving times with the range captain/a member of committee.
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| **The risk of this Range is assessed as - Low** | **Average Risk Level** |  |
| **Risk Calculation Matrix** |

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| **Severity**  | **Description** | **Likelihood** | **Description** |
| 1 | Slightly Harmful | 1 | Highly Unlikely |
| 2 | Harmful | 2 | Unlikely |
| 3 | Extremely Harmful | 3 | Likely |

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| **Risk Classification**  |
| Note: Risk = Likelihood + Severity | Severity |
| **1** | **2** | **3** |
| Likelihood | **3** | **4** | **5** | **6** |
| **2** | **3** | **4** | **5** |
| **1** | **2** | **3** | **4** |
| **Risk Classification and Action** |
| **Designation** | **Classification**  | **Action**  |
| **5 to 6** | Unacceptable | This situation is not tolerable. Shooting shall not start or be continued until the risk has been reduced.  |
| **4** | Tolerable | Shooting can continue as long as all control measures are in place and observed  |
| **2 to 3** | Low | Little or no risk  |

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| **Name** | **Role** | **Signature/Initials** | **Date** |
| **Bethany Logan** | Captain | BL | 10/06/2020 |
| **Callum Newlands** | Vice-Captain | CN | 19/06/2020 |
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