

Bradfield Scout Camp Site- Risk Assessment Form

Type of Assessment: **Activities (Archery)**. Location: **Archery range**

Date assessed: Mar 2026

Date to be reviewed: Mar 2029

Assessed by: Phil Holland

Hazard	Who might be harmed	Existing Controls	Severity 1-10	Likelihood 1-10	Rating (S*L)	What further action is required to control risk
Competent instructor	All	On booking the archery range, the nominated instructor has to provide their archery instructor credentials to site booking secretary in sufficient time before the date of activity delivery (min 2 weeks)	2	2	4	Adequately controlled
Misuse of the Bows and Arrows	All	Instruction given and understood by participants before the activity takes place, activity supervised at all times by Scout Association Permit qualified and experienced instructors to ensure that the rules are complied with.	8	2	16	Adequately controlled
Impact from Arrows	All	Activity supervised at all times by a Scout Association Permit qualified instructor to ensure that the rules are complied with. Target bosses checked regularly, netting checked to ensure arrows stay within the range.	8	2	16	Adequately controlled
String bruising arm	Participant	Long sleeves are encouraged and Bracers must be worn by participants during shooting	2	5	10	Adequately controlled
Horseplay	All	Activity supervised at all times by a Scout Association Permit qualified instructor and group leaders instructed that they are to ensure that their group complies with the operating rules and follow instructions given concerning waiting area, spectator line and shooting line Groups are limited to 20 participants on the range. If horseplay is carried on after a warning the session will be stopped by the instructor.	6	2	12	Adequately Controlled
Unauthorised Use	All	Range is always supervised if open, all equipment locked in store when range is unsupervised	8	1	8	Trivial Risk
Equipment failure	All	Equipment checked before use, problems reported on activity log sheet. Equipment checked and logged monthly. Faulty equipment removed from service until repaired by trained staff.	3	4	12	Adequately Controlled

Rating	0-10	11-20	21-40	41-60	61-80	81-100
Action	Minor risk	Adequately Controlled	Further investigation	Not adequately controlled	Action within 1 week	Immediate Action

Bradfield Scout Camp Site- Risk Assessment Form

Slips and Trips	All	Archery range checked before use, by instructor. Participants told not to run anywhere on the range.	6	3	18	Adequately controlled
Impact from	Participant	Participants instructed on correct method of walking to target	6	3	18	Adequately controlled

Rating	0-10	11-20	21-40	41-60	61-80	81-100
Action	Minor risk	Adequately Controlled	Further investigation	Not adequately controlled	Action within 1 week	Immediate Action