



Risk assessment form (H&S)

Name of assessor(s)	Carly Kew	Group / Establishment:	Great Wood / SSE Outdoors
Date	January 2022		

What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed	How was the assessment done? e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	Next review date:
		January 2023
Archery – one range on site at Great Wood, permanent with ballistic netting around, bosses can be removed when not in use (seasonal)	Site visit, in consultation & agreement with instructors & GWT	Mobile reception / nearest landline
		Varied – poor Main office

Who could be harmed, and how?	What is already being done to control the risks?	HUUH *Risk Rating Severity x Likelihood			What further action is recommended to reduce risks further?	Action by whom?	Date action due	Date action done
		S	L	S x L				
Instructors & participants Injury and puncture wound whilst pulling arrows from target butts / ground	<ul style="list-style-type: none"> Arrows to be removed from target in line with GNAS/GBL1 / in-house training by Lead Instructor/ SMT Activity run in accordance with SOPs Safety/Activity briefing for all participants Constant monitoring of participants Encouragement/guidance provided throughout activity session visiting staff to assist with group control 	3	1	3				

Who could be harmed, and how?	What is already being done to control the risks?	HUUH *Risk Rating Severity x Likelihood			What further action is recommended to reduce risks further?	Action by whom?	Date action due	Date action done
		S	L	S x L				
Participants Stepping over shooting line whilst others shooting (Failing to follow safety rules)	<ul style="list-style-type: none"> Safety/Activity briefing for all participants Arrows to be removed from target in line with Archery GBL1 / in-house training by Lead Instructor/SMT Constant monitoring of participants Encouragement/guidance provided throughout activity session visiting staff to assist with group control 	4	1	4				
Instructors & Participants Being hit by falling target	<ul style="list-style-type: none"> Arrows to be removed from target in line with Archery GBL1 / in-house training by Lead Instructor/SMT Safety/Activity briefing for all participants Constant monitoring of participants Pre-session equipment check every session Target securely attached to stand which is anchored to the ground 	3	1	3				
Instructors & Participants Slips, trips and falls	<ul style="list-style-type: none"> Safety/Activity briefing for all participants Walking expected always Grass length to be monitored Group to be kept under close control when moving to and from the activity targets and during the activity 	4	1	4				
Instructors & participants Public right of way through Great Wood Camp	<ul style="list-style-type: none"> Safety brief for all Expect public to stay to allocated path, not to roam around camp (gate to gate) Instructors to be aware or made aware of any persons using footpath, across camp and behind the stream Aware of stream session, if running at same time 	4	1	4				

* [Click here](#) for guidance in calculating Risk Rating. Rate the **severity** of the potential harm (between 1-5, where 5 is fatal) and the **likelihood** of the harm occurring (again 1-5 where 5 is very likely). Guidance is at [HS 004](#).

Please now pass this assessment to your manager for approval				
Name of assessor's manager:	Ack Moore	Date:	12.01.2022	Manager's comments
Signature:				