



# Risk assessment form (H&S)

<b>Name of assessor(s)</b>	Carly Kew	<b>Group / Establishment:</b>	Great Wood / SSE Outdoors
<b>Date</b>	January 2023		

<b>What is the workplace / activity / equipment / conditions (delete as appropriate) being assessed</b>	<b>How was the assessment done?</b> e.g. desktop exercise, site visit, in consultation with employees, managers, safety representatives?	<b>Next review date:</b>
		January 2024
<b>Archery</b> – 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	<b>Mobile reception / nearest landline</b>
		Varied – poor Main office

Who could be harmed, and how?	What is already being done to control the risks?	H <u>U</u> <u>L</u> <u>H</u> *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				
<b>Instructors &amp; participants</b> Injury and puncture wound whilst pulling arrows from target butts / ground	<ul style="list-style-type: none"> <li>Arrows to be removed from target in line with Archery GB</li> <li>Safety brief for all participants</li> <li>Activity run in accordance with Activity descriptor</li> <li>Safety/Activity briefing for all participants</li> <li>Constant monitoring of participants</li> <li>Encouragement/guidance provided throughout activity session</li> <li>visiting staff to assist with group control</li> </ul>	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				
<b>Participants</b> Stepping over shooting line whilst others shooting (Failing to follow safety rules)	<ul style="list-style-type: none"> <li>Safety briefing for all participants</li> <li>Constant monitoring of participants</li> <li>Encouragement/guidance provided throughout activity session</li> <li>visiting staff to assist with group control</li> </ul>	4	1	4				
<b>Instructors &amp; Participants</b> Being hit by falling target	<ul style="list-style-type: none"> <li>Safety briefing for all participants</li> <li>Constant monitoring of participants</li> <li>Pre-session equipment check every session</li> <li>Target securely attached to stand which is anchored to the ground</li> </ul>	3	1	3				
<b>Instructors &amp; Participants</b> Slips, trips and falls	<ul style="list-style-type: none"> <li>Safety briefing for all participants</li> <li>Walking expected always</li> <li>Grass length to be monitored</li> <li>Group to be kept under close control when moving to and from the targets during the activity</li> </ul>	4	1	4				
<b>Instructors &amp; Participants –</b> being hit by an arrow in flight	<ul style="list-style-type: none"> <li>Safe zone communicated with group in safety brief</li> <li>Waiting area and shooting line clearly communicated with all</li> <li>Correct use of equipment demonstrated</li> <li>Participants positioned to suit group needs and abilities</li> <li>Loaded bows always to face targets</li> <li>Shooting under instructor's command only</li> <li>Arrow collection when instructor states to</li> <li>Instructor to be aware if stream session running</li> </ul>	5	1	5				

\* [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				
<b>Name of assessor's manager:</b>	Ack Moore	<b>Date:</b>	12.01.2023	<b>Manager's comments</b>
<b>Signature:</b>				