



Risk assessment form (H&S)

Name of assessor(s)	Carly Kew	Group / Establishment:	Great Wood / SSE Outdoors
Date	January 2024		

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 2025
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 or ground	<ul style="list-style-type: none"> Arrows to be removed from target in line with Archery GB Safety brief for all participants Activity run in accordance with Activity descriptor 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?	HUJH *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 briefing for all participants 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"> Safety 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 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 targets during the activity 	4	1	4				
Instructors & Participants – being hit by an arrow in flight	<ul style="list-style-type: none"> Safe zone communicated with group in safety brief Waiting area and shooting line clearly communicated with all Correct use of equipment demonstrated Participants positioned to suit group needs and abilities Loaded bows always to face targets Shooting under instructor's command only Arrow collection when instructor states to Instructor to be aware if stream session running 	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				
Name of assessor's manager:	Ack Moore	Date:	2/12/23	Manager's comments
Signature:				