



Risk assessment form (H&S)

Name of assessor(s)	Karl Watson & Callum McMillan	Group / Establishment:	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
Held within an enclosed range with a main access point and is instructed either by someone who holds a NSRA qualification or has been in-house trained and holds an Archery GB qualification they are assessed by someone who holds the NSRA qualification.	Managers & Lead Instructors	Mobile reception / nearest landline
		Kilve Court Office Mobile signal good

Who could be harmed, and how?	What is already being done to control the risks?	*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				
All participants – Clothing/ hair entrapment & jewellery.	<ul style="list-style-type: none"> COP guidance regarding clothing to be followed. Hair to be tied back and/or tucked out of the way throughout session. Any jewellery to be removed at start of session. 	2	2	4				
All participants – Slips, trips, falls & minor injuries	<ul style="list-style-type: none"> Walking always expected. Group to be always kept under control. Participants to be seated when shooting and waiting. All staff to have first aid kit on session. 	2	2	4				

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All participants – <ul style="list-style-type: none"> Unsafe handling of firearm 	<ul style="list-style-type: none"> Visual and walkthrough demonstration on how to handle the rifle at the start of session. Participants to remain seated when shooting Participants are briefed not to pick up any pellets of the floor throughout session. (Stop) Rule in place for all participants if they see anything unsafe. Rifles to always remain pointed downrange. Instructor to help participants if struggling with rifle. Instructor to check that barrel is clear at the end of each participant before going downrange. Instructor to always keep hold of ammunition 	4	2	8				
All participants – <ul style="list-style-type: none"> Ricochet ammunition 	<ul style="list-style-type: none"> Goggles must be worn by all throughout the session. Ensure that backboards of targets are in serviceable order. check at start and end of session. Ensure catch trays have been emptied – check at start and end of session. 	2	2	4				

Please now pass this assessment to your manager for approval

Name of assessor's manager:	Ack Moore	Date:		Manager's comments	
Signature:					

* [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](#).