



Risk assessment form (H&S)

Name of assessor(s)	Callum McMillan	Group / Establishment:	SSE Outdoors
Date	January 2025		

What is the workplace / activity:	How was the assessment done?	Next review date:
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	January 2026
		Is the assessment 'generic' or specific to the situation?

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	Residual Risk Rating Severity x Likelihood		
		S	L	S x L					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. 	2	2	4							

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		S	L	S x L					S	L	S x L
	<ul style="list-style-type: none"> Participants to be seated when shooting and waiting. All staff to have first aid kit on session. 										
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							

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		S	L	S x L					S	L	S x L
All participants – • 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 refer to the risk rating matrix below. Further guidance on how to calculate a risk rating from the matrix is on the [Risk Assessment policy HS 004](#).

Please now pass this assessment to your manager for approval

Name of assessor's manager:	Karl Watson	Date:	17/02/2025	Manager's comments	
Signature:	K Watson				

