



Torbay District Scout Campsite

Easterfield Lane, Torquay, TQ1 4SW

W3W Location: [caged.kings.ramp](https://www.caged.kings.ramp)



Risk Assessment

Activity: Outdoor Archery

Prepared by: Andy Spalding

Role: Camp Warden and Trustee

Date: 1/6/2026

Location: Torbay District Scout Campsite

Reviewed by: Nicki Spalding

Role: District Lead Volunteer

Date: 02/6/2026

Review due by: 1/6/2027

This risk assessment is to be used to support visiting groups prepare their own risk assessments. Responsibility for ensuring a suitable, current, and activity-specific risk assessment rests with the organising group and activity leaders.

Hazard and Risk	Who might be harmed	Control Measures Already in Place	Additional Actions	Residual Risk Rating	Amendments at Review
Non-competent person running activity	All participants	Archery must be run as specified in the relevant chapter of POR: Archery Scouts	-	Low	
Slips, trips or falls from uneven ground	All participants	Periodic inspection and maintenance.	- Participants advised to be aware of ground conditions prior to activity. - Range Officer to assess site before session. - Ongoing vigilance during session.	Low	
Poor behaviour leading to severe injury	All participants	Maximum group size of eight, made up of two details four shooters.	Additional adult required to supervise waiting detail and in case of severe injury.	Med	

This risk assessment in no way negates the need for continual dynamic risk assessment

Risk Assessment TDS009 – Outdoor Archery
www.torbayscouts.org.uk

Hazard and Risk	Who might be harmed	Control Measures Already in Place	Additional Actions	Residual Risk Rating	Amendments at Review
			The Range Officer to explain to participants what 4 commands will be used – Safe to Shoot, Stop/Fast, Come Down, & Safe to collect		
Poor visibility due to low light or fog	All participants	-	- Sessions planned to avoid low light. - Range Officer to monitor conditions.	Low	
Poor weather	All participants	-	Range Officer to monitor conditions and cancel activity if required.	Low	
Injury to non-participants entering range	Non-participants	- Warning signage in place. - Controlled entry point established.	- Access restricted using barriers. - Range Officer to monitor area continuously.	Med	
Injury to non-participants behind range	Non-participants	- The woodland behind the range is out of bounds during the activity - Equipment positioned safely. - Safety net installed.	- Area behind range secured and monitored. - Full height archery boss and stands NOT to be used on outdoor range. Low level foam bosses to be used. - Boss to be secured to ground to prevent flipping over. - Warning signage maintained.	Med	
Injury from arrows rebounding	All participants	- Minimum 10m shooting distance marked-out - Targets and arrows are compatible.	- Waiting line established 4.5m behind shooting line. - Participants kept behind waiting line when not shooting. - Range Officer supervision maintained.	Low	
Injury while carrying arrows	All participants	-	- Participants instructed to carry arrows with points down and not enclosed in hand in case of a trip. - Supervision maintained.	Low	

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Hazard and Risk	Who might be harmed	Control Measures Already in Place	Additional Actions	Residual Risk Rating	Amendments at Review
Shooter distraction	All participants	-	- Controlled waiting area established. - Participants instructed not to distract shooters. - Ongoing supervision maintained.	Low	
Injury from loose clothing, hair, or jewellery	All participants	-	- Loose clothing secured. - Hair tied back. - Any piercing that may interfere to be removed (e.g. long earrings). - Unsuitable participants excluded from activity immediately.	Low	
Injury to feet from arrows	All participants	-	- Closed footwear required. - Participants checked for appropriate footwear before activity. - Instructor to correctly size arrow to participant.	Low	
Injury from bow string causing lacerations or bruising	All participants	Arm guards provided.	- Arm guards to be used. - Correct shooting technique taught and reinforced.	Low	
Injury when approaching target line to collect arrows – impalement	All participants	-	- Shooters to walk towards the target line at slow speed. - Check for arrows that might be hidden, protruding or have fallen short in the ground. - Collect any arrows leading up to but not directly in front of the boss. - Participants instructed to approach from side and check for hidden arrows. - Supervision maintained.	Med	

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Hazard and Risk	Who might be harmed	Control Measures Already in Place	Additional Actions	Residual Risk Rating	Amendments at Review
Injury from falling equipment (bosses)	All participants	- Low-level targets used. - Equipment secured.	- Full height archery boss and stands NOT to be used on outdoor range. Low level foam bosses to be used. - Boss to be secured to ground to prevent tipping over. - To be monitored during session. - Correct arrow removal technique must be used	Low	
Injury from faulty equipment	All participants	- Equipment inspected regularly. - Faulty equipment removed.	- Pre-session inspection carried out. - Repairs or disposal arranged as required and faulty equipment reported. Report immediately to Warden	Low	
Injury from incorrect stringing of bows – facial and eye injuries	All participants	- Safe stringing methods used. - Bow stringers provided.	- Bow stringer to be used. NEVER use 'step-through' method. - Only approved method demonstrated. - Unsafe methods prohibited.	Med	
Injury from incorrectly sized bow and arrow	All participants	-	- Low draw weight bows used for all sessions. - Equipment allocated by experienced leader based on participant size and ability.	Low	
Minor injuries (cuts, abrasions)	All participants	-	- First aid provision to be available. - Full safety briefing prior to activity. - Qualified first aider present.	Low	
Serious incident requiring emergency services	All participants	-	- Emergency procedures established. - Communication arrangements in place – additional leader call for assistance. - Range Officer to carry a site radio. - Close range. - Secure equipment.	Low	

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Hazard and Risk	Who might be harmed	Control Measures Already in Place	Additional Actions	Residual Risk Rating	Amendments at Review
			Follow the Purple Card procedures.		
Existing medication may impeded ability to participate	All participants	-	Range Officer to be aware of medications taken by participants that may impede the activity.	Low	
Muscle strain from drawing high draw weight bow	All Participants		Absolutely no personal bows to be used on the range	Low	

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