

# Sherbrooke Scout Campsite Risk Assessment Form **Scouts**

<b>Risk Assessor's Name:</b>	Campsite Executive Sub-Committee			<b>Planned Review Date</b>	Sept 2024, Before or if Something changes
------------------------------	----------------------------------	--	--	----------------------------	---

<b>Task or Activity Description</b>	<b>Location:</b>		
Archery  Archery range with Bows, Arrows and targets, this is led by an instructor holding a current permit issued by the Scout Association.	<b>L = Likelihood</b>	<b>C = Consequence</b>	<b>R = Risk</b>
	<b>Persons at Risk - Affected Groups:</b>		
	A-Leaders B-Beavers C-Cubs D - Scouts E- Parents / Visitors F-Explorers/Young Leaders G - All		

Potential Hazard	Risk Level without Controls			Who is at Risk	Existing Controls	Risk Level with Controls			Notes, Additional Controls, Required Action & Date
	L	C	R			L	C	R	
<b>Hazard (bold)</b> Hazardous Event (normal)	1-5	1-5	L*C=R	See above list	<ul style="list-style-type: none"> <li>What is currently in place, or what needs to be put in place.</li> </ul>	1-5	1-5	L*C=R	Any notes or additional controls etc
<b>Faulty Equipment</b> Bruises, cuts, abrasions	3	3	9	G	<ul style="list-style-type: none"> <li>All equipment to be inspected upon arrival and before use (Bows and Arrows, Targets and Bosses, seating etc)</li> </ul>	1	3	3	All faulty equipment must be reported to the "Range Leader" and it will be removed and Replaced. Range leader to place all broken arrows in Specific Quiver and any broken bows to be reported to Archery Coordinator.
<b>Incorrect Technique</b> Sprains, Strains, Grazes to fingers	3	2	6	G	<ul style="list-style-type: none"> <li>Clear Demonstration and instructions will be given during safety brief by "Range Leader"</li> <li>On-going monitoring and advice</li> </ul>	1	2	2	
<b>Path to Archery Barn</b> Slips, Trips	4	2	8	G	<ul style="list-style-type: none"> <li>Instructions must be given to all participants to walk on the path up to Archery</li> </ul>	1	2	2	

Potential Hazard	Risk Level without Controls			Who is at Risk	Existing Controls	Risk Level with Controls			Notes, Additional Controls, Required Action & Date
	L	C	R			L	C	R	
and Falls, Scrapes, Scratches					<ul style="list-style-type: none"> <li>All persons to wear appropriate footwear (no open toed/ flip flops etc)</li> </ul>				
<b>Floor in Barn</b> Slips, Trips and Falls, Scrapes, Scratches	4	2	8	G	<ul style="list-style-type: none"> <li>Ensure floor is kept tidy and free of obstruction</li> <li>All Persons to wear appropriate footwear (no open toed/ flip flops etc)</li> <li>All Persons to WALK within the Range at all times</li> </ul>	1	2	2	
<b>People in Shooting Range</b> Arrow Pierce, Serious injury, Death	4	5	20	G	<ul style="list-style-type: none"> <li>All Persons to keep behind "Waiting Line" unless the "Range Leader" requests them to do so.</li> <li>All Participants must follow all instructions given by the "Range Leader"</li> </ul>	1	5	5	
<b>Falling onto Arrows</b> Approaching arrow storage, puncture wounds to body, eye injury,	4	5	20	G	<ul style="list-style-type: none"> <li>All Persons to WALK within the Range</li> <li>All Persons to follow all instructions from the "Range Leader"</li> <li>Approach target bosses with care and from the side, never from the front</li> <li></li> </ul>	1	5	5	
<b>Bow String</b> Injury to arms by Bow string impact, Graze, Bruising, Scrapes	4	2	8	G	<ul style="list-style-type: none"> <li>Bracer is to be worn at ALL times when participating</li> <li>Bracer elastics to be secured</li> <li>Follow all instructions from the "Range Leader"</li> </ul>	1	2	2	Participants to let Range Leader know if any Bracer is damaged or broken. Range leader to set broken Bracers aside and report to Archery Coordinator
<b>Bow String impacting upper arm</b> Females are prone to the upper arm being caught by the bow string, bruising, abrasions	5	2	10	G	<ul style="list-style-type: none"> <li>All Participants to wear long tops where possible</li> <li>Female participants to turn arm slightly so as to move upper arm out of way of bow string</li> </ul>	2	2	4	

Potential Hazard	Risk Level without Controls			Who is at Risk	Existing Controls	Risk Level with Controls			Notes, Additional Controls, Required Action & Date
	L	C	R			L	C	R	
<b>Bow String</b> Things Getting Caught, Pulled Hair, Cuts.	5	2	10	G	<ul style="list-style-type: none"> <li>All Participants with long hair to tie back</li> <li>Necker's/scarves to be removed or tucked away</li> <li>Necklaces to be taken off or tucked away</li> </ul>	1	2	2	Extra Hair bands in kit bag
<b>Over Crowding</b> Activity becoming overcrowded, causing noise levels to rise, or events to occur	4	2	8	G	<ul style="list-style-type: none"> <li>Limit Participants for safety to 18 persons (3 groups of 6 shooting)</li> <li>Leaders to ensure that guidelines are followed.</li> <li>Minimum of 2 leaders from attending group(not including Permitted Leader/Range Leader)</li> </ul>	1	2	2	Any persons to be over this ratio may not be allowed to participate due to safety.

Risk Rating Calculator

<b>Likelihood That Hazardous Event Will Occur</b>		<b>Consequence of Hazardous Event</b>	
<b>1</b>	Very Unlikely	<b>1</b>	Insignificant – No Injury
<b>2</b>	Unlikely	<b>2</b>	Minor – Minor Injuries needing First Aid
<b>3</b>	Fairly Likely	<b>3</b>	Moderate – Possible Medical Treatment (doctors)
<b>4</b>	Likely	<b>4</b>	Major – Possible Hospitalisation
<b>5</b>	Very Likely	<b>5</b>	Catastrophic - Death

	<b>1<sup>st</sup> Review</b>	<b>2<sup>nd</sup> Review</b>	<b>3<sup>rd</sup> Review</b>	<b>4<sup>th</sup> Review</b>	<b>5<sup>th</sup> Review</b>
<b>Assessors Name:</b>	Monica Sulley				
<b>Committee Name:</b>					
<b>Date of Review:</b>	11/04/2024				

<b>Risk Rating</b>	
20 – 25	STOP – Stop Activity and Take IMMEDIATE Action
15 – 16	Urgent Action – Take IMMEDIATE Action and Stop Activity if necessary, Maintain existing controls Rigorously
8 – 12	Action – Improve within Specified Timescale
3 – 6	Monitor – Look to improve at next review or if there is significant change
1 – 3	No Action – No further action required but ensure that controls and maintained and reviewed

<b>This risk level has been reduced as low as is reasonably practicable</b>			
<b>Assessor's Signature:</b>		<b>Date:</b>	
<b>Committee Signature</b>		<b>Date:</b>	

