





## Land Activities Risk Assessment









**Activity:** Activities Team session delivery









**What Are The Hazards?**



- Weather
- Uneven ground
- Lack of communication
- Manual handling
- Uncooperative/ horseplay from groups
- Unskilled instructors
- Lake, swimming pool and Pond water
- Road, tracks and car parks
- Barbed wire

**Who Is At Risk?** Staff, participants and members of the public.

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Hypothermia and Hyperthermia	<ul style="list-style-type: none"> <li>• Uniform provided for Avon Tyrrell staff (PPE)</li> <li>• Instructors to equip themselves suitable for the prevailing conditions</li> <li>• Shelters and taps with drinking water located at or near to all activities to provide shade and hydration reducing the risk of over heating</li> <li>• Guests are provided with suggested clothing for each session prior to participation</li> <li>• Instructors to monitor groups and are aware of symptoms and actions to take to avoid situations arising from Hypothermia or Hyperthermia</li> </ul>		
Slips, trip, falls, cuts & grazes	<ul style="list-style-type: none"> <li>• All areas maintained to a practical level in keeping with the environment for the activity in question (i.e. natural woodland for environmental sessions, clear footing where spotting is required etc.)</li> <li>• Area &amp; activities visually inspected prior to sessions</li> <li>• Instructors and guests will wear appropriate footwear for the activity in question. Unless otherwise stipulated, trainers are the recommended footwear but secure walking boots, wellington boots and shoes will be accepted for most activities.</li> <li>• Clear instructor briefings and group control</li> </ul>		

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
	<ul style="list-style-type: none"> <li>Instructors aware of and to use the C.L.A.P throughout sessions</li> <li>Any individuals not adhering to Avon Tyrrell's safe working practices will be asked to refrain from participating until they are able to do so.</li> <li>Participants are advised to wear long sleeves and trousers</li> <li>All Staff trained in appropriate spotting techniques</li> <li>Demonstrations or clear instructions given for all aspects of the sessions – participants may be used for this.</li> </ul>		
Equipment Failure	<ul style="list-style-type: none"> <li>Area &amp; activities visually inspected prior to sessions</li> <li>Activities follow a comprehensive monthly / bi-monthly physical inspection regime.</li> </ul>		
Lack of communication leading to situation worsening	<ul style="list-style-type: none"> <li>A radio will be carried on sessions or located at the activity base</li> <li>Where the number of sessions exceeds the number of radios in operation, then radio sharing on activity bases is acceptable (i.e. 1 in the ropes and climbing area, 1 at the lake etc.)</li> <li>Mobile phones (turned to silent) encouraged on session as a back up</li> <li>When operating offsite then a charged mobile phone must be carried</li> <li>Procedures in place to support staff if an incident occurs</li> <li>DSI on duty and monitors activities Team and delivery</li> </ul>		
Injuries through lifting heavy and awkward objects	<ul style="list-style-type: none"> <li>Training given to all staff prior to running the activities independently which includes manual handling techniques.</li> <li>Where staff hold qualifications, the manual handling advice provided during this training must be carried out</li> <li>Staff are encouraged to work together and use equipment where necessary to aid lifting where possible</li> <li>Instructors demonstrates correct lifting and manual handling techniques.</li> <li>Instructors to help with lifting and moving equipment.</li> </ul>		
Injuries to staff and guests due to improper training	<ul style="list-style-type: none"> <li>Training will be provided to guests for all activities in line with the specific operating procedure for the activity.</li> <li>Training will be provided for instructors, this will be done with external and internal training courses</li> <li>The delivery of session is monitored by a senior member of the activities team and feedback is given</li> </ul>		
Human error –	<ul style="list-style-type: none"> <li>Full co-operation from group leaders in group control and discipline</li> </ul>		

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
groups not listening to briefings and taking in vital information.	<ul style="list-style-type: none"> <li>Instructors can stop a session if they feel that group members are acting in a dangerous or irresponsible manner</li> <li>If there is an issue, there will be a senior member of staff available to assist.</li> </ul>		
Contracting Lime disease Ehrlichiosis, Babesiosis and Bartonella from ticks	<ul style="list-style-type: none"> <li>Groups are encouraged not to go through bracken, tall grass or high vegetation. Especially between the high-risk months of May-June and September – October.</li> <li>Groups are encouraged to wear long sleeves and trousers in the high-risk months when doing activities.</li> <li>'Tick picks' available to assist in removal of ticks if found during visits and advice given to seek medical attention if any of the signs/symptoms appear.</li> </ul>		
Injury or death from vehicles working or visiting the site	<ul style="list-style-type: none"> <li>Group leaders to be aware of traffic areas and be responsible for the group- setting boundaries and making their group aware of Roads, tracks and car parks.</li> <li>Roads, tracks and car parks are marked on the Avon Tyrrell map</li> <li>Speed limits around site 15MPH</li> <li>Instructor running session to minimise time on roads and in car parks and where possible avoid.</li> <li>Ensure good group control</li> <li>Speeding drivers or inappropriate driving to be challenged by staff</li> </ul>		
Injuries from Barbed wire (used across Avon Tyrrell's boundary to keep livestock out)	<ul style="list-style-type: none"> <li>Group leaders to be advised on arrival there are sections of barbed wire around the site and these have warning signs.</li> <li>Group leaders to be responsible for the group- setting boundaries and making their group aware of location of Barbed wire.</li> <li></li> </ul>		
Getting lost and injured	<ul style="list-style-type: none"> <li>Group leaders to be responsible for the group- setting boundaries and making their group aware of hazards</li> <li>Avon Tyrrell has a lost person Procedure that can be put into action if someone is missing.</li> <li>On session the instructor will be familiar with the area they are using</li> <li>Instructors to maintain control over a group and regularly check numbers present</li> </ul>		

What Are The Risks?	Existing Safety Measures/Controls	Likelihood	Risk Rating
Manual handling injuries from moving equipment – Instructors and participants	<ul style="list-style-type: none"> <li>• Mechanical aids used to transport equipment- i.e. wheelbarrows</li> <li>• No particularly heavy equipment used.</li> <li>• Good instructor briefing and awareness.</li> <li>• Challenges chosen must be appropriate to the group.</li> <li>• Instructor training and assessment procedures prior to running sessions independently.</li> <li>• Annual manual handling training for staff</li> </ul>		

**Reference to Other Manuals Assessments:**

[UK Youth Health and Safety policy](#)

[Unattended Child Policy](#)

[Missing child policy](#)

[Emergency procedures](#)

Reviewed June 2020 by Chief Instructor

Approved by Director of Avon Tyrrell & Operations

Next review June 2022

## Archery Risk Assessment













**Activity:** Archery Activity Session









**What are the hazards?**

- Projectiles flying through the air
- Removing arrows
- Slips, trips and falls
- Bow
- Arrows on the range
- Bow string causing injury

**Who is at risk?**

Staff, participants and members of the public.

What are the risks?	Existing safety measures/controls	Likelihood	Risk Rating
Bruising on the inner fore arm from the bow string when shooting	<ul style="list-style-type: none"> <li>• Arm braces must be worn by everyone</li> <li>• Correct shooting technique taught</li> <li>• Full length arm bracer available if needed</li> <li>• Good Instructor awareness</li> <li>• Encourage long sleeves to be worn</li> </ul>		
Arrows rebounding	<ul style="list-style-type: none"> <li>• Minimum shooting distance marked out</li> <li>• All group members instructed to stay behind the waiting line if not shooting</li> <li>• Closed toed footwear to be worn</li> </ul>		
Public walking on to range	<ul style="list-style-type: none"> <li>• Warning signs behind the ranges</li> <li>• Limited entry points to both ranges</li> <li>• Instructor vigilance</li> <li>• “stop” command briefed.</li> </ul>		
Inappropriate shooting	<ul style="list-style-type: none"> <li>• Instructors to give clear briefings appropriate to the needs of the group and to inform all individuals of the consequences of purposefully ignoring these.</li> <li>• Bows and Arrows separated when not in use</li> <li>• Demonstrations given for all aspects of the sessions</li> <li>• Good instructor monitoring</li> </ul>		
Overdrawing	<ul style="list-style-type: none"> <li>• All arrows are long enough for adults to use to prevent over drawing</li> <li>• Good Instructor awareness</li> </ul>		
Impalement whilst removing arrows from the target	<ul style="list-style-type: none"> <li>• At the instructors discretion the group will be able to remove their own arrows from the target but this will only be allowed if the instructor is confident in their ability to do so safely</li> <li>• A full demonstration and brief will be given</li> <li>• The instructor must be vigilant throughout</li> </ul>		

What are the risks?	Existing safety measures/controls	Likelihood	Risk Rating
Facial injuries, in particular eye injuries and/or fiberglass splinters caused by faulty or worn equipment or as a result of inappropriate use	<ul style="list-style-type: none"> <li>No dry releasing of bows</li> <li>Regular safety checks and maintenance of all archery equipment</li> <li>Clear instruction and demonstrations</li> <li>Good instructor awareness and vigilance</li> </ul>		
Injuries/Fatalities due to overshoot injuries	<ul style="list-style-type: none"> <li>Straw bales at the side of the range, earth mounds and straw bales behind targets</li> <li>Nets defining the back and sides of the range catching most common overshoots and wayward shots</li> <li>Warning signs and/or danger flags behind the ranges marking the boundaries of a large overshoot area</li> <li>Lord Manners and grounds men for his estate aware of procedures</li> <li>Instructor to give briefings and to stop anybody who purposely shoots over the netting from continuing the session</li> <li>Co-operation in group control by group leaders</li> </ul>		
Damage of vehicles on nearby drive and vehicle related injuries	<ul style="list-style-type: none"> <li>Co-operation in group control by group leaders.</li> <li>Speed restriction signs posted near range 1</li> <li>Good group control by leader and instructor</li> </ul>		
Walking into arrows that did not make it to the target causing injuries to the shins	<ul style="list-style-type: none"> <li>Groups instructed to walk down the side of the range</li> <li>Arrows on the floor should be picked up after collecting arrows from target.</li> <li>Good group control by instructor</li> </ul>		

Reference to other manuals assessments:

- [Archery GB Instructor Award training manual](#)
- [UK Youth Health and Safety policy](#)

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