

Archery Risk Management Plan

Mountain View Holiday Retreat, Harrietville

School: _____ Year: _____ Dates: _____

Program: _____ Supervising Staff: _____

Activity Context

Archery has long been a favourite outdoor activity as participants take aim with recurve bows at targets. Archery encourages participants in developing coordination, skill, understanding boundaries and being supportive in a group.

This document contains the specific risks, control measures and grading for the archery activity. Please refer to the document **General Activity RMP – Mountain View Holiday Retreat** for a list of general risks and control measure relevant for all Mountain View Holiday Retreat activities, as well as risk rating information.

Risk Management Plan

Hazard / Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
<i>Archery Specific – Risk factors specifically associated with the archery activity at Mountain View Holiday Retreat</i>				
Being shot by arrow	<ul style="list-style-type: none"> All participants waiting/watching are required to stand/sit in the waiting area behind the shooter. Participants are instructed in correct shooting technique and safety (facing the target when loading arrows/shooting, placing the bow on hook once finished shooting, stepping back behind line after shooting, only collect arrows when instructed by the Activity Facilitator) Vigilant supervision maintained by Activity Facilitator at all times Archery is located away from other activities, and faces away from activity approach area Activity Facilitator will stop participants shooting if anyone approaches shooting area 	Rare	Major	Medium
Stabbing/Puncture When retrieving arrows from target	<ul style="list-style-type: none"> Participants are instructed in the correct manner to approach the target, collect the arrows and return the arrows to the shooting area 	Unlikely	Moderate	Medium
Friction By bowstring on arm causing bruising/grazing	<ul style="list-style-type: none"> Arm guards, thick long-sleeved clothing or both must be worn by all participants while shooting Participants are instructed/coached in correct technique for holding bow and shooting 	Possible	Minor	Medium
Equipment Failure Injury caused by broken bow or bowstring	<ul style="list-style-type: none"> Regular equipment checks performed on equipment Activity Facilitators trained to recognise worn or faulty equipment 	Unlikely	Moderate	Medium
Slip – Trip – Fall	<ul style="list-style-type: none"> Appropriate footwear must be worn at all times Participants instructed to walk at all times while at archery area Participants instructed to walk at all times while holding archery equipment 	Unlikely	Minor	Medium

Risk Rating Matrix

All identified risks are recorded in the following risk matrix according to likelihood and consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk to determine if further treatment is required.

Likelihood	Consequences				
	1 - Insignificant	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
1 - Rare	1	2	3	4 Being shot	5
2 - Unlikely	2	4 Slip-trip-fall	6 Equipment failure, stabbing/puncture	8	10
3 - Possible	3	6 Friction	9	12	15
4 - Likely	4	8	12	16	20
5 - Almost certain	5	10	15	20	25

Risk Treatment

1-4 Low Risk	10-14 High Risk
<ul style="list-style-type: none"> Risk does not generally need to be managed any further (current controls are adequate), medium however the risk needs to be monitored for changes in circumstances and current control Risk generally may be accepted. 	<ul style="list-style-type: none"> Risk is unacceptable, risks must be further treated or removed to bring rating to medium Risks are to be re-assessed by Activities Manager effectiveness.
5-9 Medium Risk	15+ Extreme Risk
<ul style="list-style-type: none"> Risk needs to be regularly monitored for any changes and control/treatment effectiveness. Risk may be accepted after consideration. 	<ul style="list-style-type: none"> Unacceptable risk, urgent attention is required to treat or remove risks Management to consider elimination of activity

Risk Assessment Conducted by: *Program Manager, Mountain View Holiday Retreat*

Date of Risk Assessment: 11th July 2018

Date of Review: July 2019