



Huon Archers Inc.

Registration number: IA10126

Club Access and Safety Policy

Adopted by the Committee on 22 July 2012.

Contents

Section	Page No
1. Purpose	3
2. Definitions and interpretation	3
2.1 Definitions	3
2.2 Interpretation.....	4
3. General safety	5
4. Range rules.....	6
4.1 Field Captain	6
4.2 Shooting	6
4.3 Collecting arrows	7
5. Personal equipment safety	8
5.1 Bows.....	8
5.2 Arrows.....	8
6. Individual practice	8
7. Tournaments.....	9
8. Working bees and Club maintenance.....	9

1. Purpose

- 1.1 The purpose of this Safety Policy is to provide a set of minimum safety standards that allows Huon Archers and its Members to practice the sport of archery in a safe and professional manner.
- 1.2 All Members are responsible for their own safety and the safety of others. All Members must read, understand and abide by this Safety Policy.

2. Definitions and interpretation

2.1 Definitions

In this Safety Policy:

- (1) **AA** means Archery Australia, the governing body of archery in Australia.
- (2) **AA Constitution & Rules** means the Archery Australia Constitution & Rules <http://www.archery.org.au/customdata/index.cfm?fuseaction=CustomItem&ItemID=42377>.
- (3) **AA Public Liability Policy** means the Archery Australia public liability policy <http://www.archery.org.au/customdata/index.cfm?fuseaction=CustomItem&ItemID=42413>.
- (4) **AA Safety Guidelines** means the Archery Australia Safety Guidelines <http://www.archery.org.au/assets/console/document/documents/1018.pdf>.
- (5) **Annual General Meeting** means an annual general meeting of Huon Archers.
- (6) **Arrow** means a shaft (constructed primarily of wood, fibreglass, carbon, or aluminium), consisting of a nock on one end to attach the shaft to the string and a metal point on the other end. This covers both bare shafts and fletched shafts.
- (7) **Barebow** means shooting a Bow without the use of mechanical sights.
- (8) **Bow** is a generic term referring to any type of archery bow used including, but not limited to, recurve, compound or longbow.
- (9) **Clout** means the style of shooting where Arrows are shot over 100 metres to 180 metres, depending upon equipment, age and gender, at a triangular marker on the ground that is known as the clout.
- (10) **Club** means Huon Archers.
- (11) **Club Ground** means club ground or identified facility used by the Club.
- (12) **Committee** means the Committee of Huon Archers.

- (13) **Field Captain** means a suitably qualified and experienced Member appointed by the Members at an Annual General Meeting to control the shooting at the Field of Play.
- (14) **Field Course** means a series of Targets located throughout a bush land setting that are numbered sequentially starting from Target 1.
- (15) **Field of Play** means the area designated as the venue where archery is practiced.
- (16) **Hunting Arrow** means an Arrow with a broadhead used for hunting.
- (17) **Huon Archers** means Huon Archers Inc, Registration Number IA10126.
- (18) **Matched Arrows** means Arrows that are the same type, size and length and fitted with the same points, nocks and fletches.
- (19) **Member** means any member of Huon Archers, including a Temporary Member.
- (20) **Range** means the Field of Play.
- (21) **Release Aid** means any device used (other than the fingers on the hand of the archer) to hold the string and draw the Bow and which can then release the string after some type of triggering system is activated.
- (22) **Safety Policy** means this club access and safety policy.
- (23) **Target** means the piece of equipment comprising of a Target Butt, stand and Target Face(s).
- (24) **Target Butt** means the part of a Target designed to stop and hold the Arrows.
- (25) **Target Faces** means the coloured paper attached to the front of a Target Butt.
- (26) **Temporary Member** means a Visitor who, at the discretion of the Committee, is permitted to shoot at the Club upon paying the fee prescribed by the Club.
- (27) **Visitor** means any member of the public who visits the Club.

2.2 Interpretation

In this Safety Policy, unless inconsistent with the context:

- (1) a reference to the singular number includes a reference to the plural number and vice versa;

- (2) a reference to a section, schedule, annexure or appendix is a reference to a section of or schedule, annexure or appendix to this Safety Policy and references to this Safety Policy include any recital, schedule, annexure or appendix;
- (3) a reference to this Safety Policy or other document includes any variation, novation or replacement of or supplement to any of them from time to time;
- (4) where any section contains subsections, paragraphs or subparagraphs each subsection, paragraph and subparagraph however called will be read and construed separately and independently of each other; and
- (5) a reference to any of the president, treasurer, secretary, vice president, assistant secretary, recorder, club coach and/or public relations officer means the president, treasurer, secretary, vice-president, assistant secretary, recorder, club coach and/or public relations officer (as the case may be) of Huon Archers from time to time.

3. General safety

- 3.1 In accordance with the AA Constitution & Rules and the AA Public Liability Policy, only Members are permitted to shoot or undertake archery activities on any Club Ground. Any Visitor who undertakes any shooting activity must be a Temporary Member.
- 3.2 Members who invite Visitors must ensure their guests comply with these Safety Rules. If the Visitor intends to shoot they must become, and be recorded as, a Temporary Member.
- 3.3 Huon Archers has an attendance book, which must be signed by all Members in order to validate attendance and the AA Public Liability Policy.
- 3.4 Shooting in residential areas, including your own residential property is discouraged and not recommended by Huon Archers. Such shooting is not covered by the AA Public Liability Policy.
- 3.5 Whilst all care is taken, Huon Archers accepts no liability for children left unsupervised on any Club Ground or for any person doing an activity that is not archery related.
- 3.6 Dogs and other pets must be supervised and on a leash at all times while on any Club Ground.
- 3.7 Vehicles are not permitted on any Club Ground unless otherwise approved by the Committee. All vehicles must be parked in the designated parking areas.
- 3.8 In accordance with Tasmanian smoke-free area laws around schools and sporting facilities, no smoking is allowed on the Field of Play or in the Club house or storage shed.

- 3.9 If there is an identified risk, Huon Archers will develop an action plan to manage that risk.

4. Range rules

4.1 Field Captain

- (1) All organised shooting is under the control of the Field Captain and is to be controlled by sound signals (whistle or hooter blasts):
 - (a) Two Blasts = come to the shooting line;
 - (b) One Blast = commence shooting;
 - (c) Three Blasts = stop shooting, retrieve & score Arrows; and
 - (d) Multiple Blasts, i.e. 5 blasts or more = danger, stop shooting immediately.
- (2) Members must pay attention to and cooperate with the Field Captain at all times.
- (3) If there is the possibility of uninvited public access onto any Club Ground, the Field Captain must ensure warning signs and flags are erected to warn and protect members of the public.
- (4) The Field Captain must ensure that the Target Field of Play and the Field Course Field of Play are, where possible, set up in accordance with safety standards set out in section 5 (Field of Play Layout) of the AA Safety Guidelines.

4.2 Shooting

All Members must:

- (1) cease shooting immediately if a member of the public crosses the Field of Play or moves behind the Targets. Shooting may not recommence until all members of the public have reached a safe area;
- (2) wear covered footwear at all times. Sandals or open toed shoes are not permitted while shooting or on the Field of Play;
- (3) not consume alcohol and drugs prior to or while shooting. No person may shoot when under the influence of alcohol or drugs;
- (4) not wear headphones or ear coverings while shooting or on the Field of Play;
- (5) where possible, wear armguards, chest protectors and tight-fitting clothes for personal safety;

- (6) never draw back a Bow with an arrow fitted unless the Bow is pointed toward the Targets and the Field of Play is clear of archers and officials;
- (7) not adopt a shooting technique that allows the Bow to be drawn back and raised higher than the top of a Target;
- (8) never aim a Bow, loaded or otherwise, at another person;
- (9) never run on the Field of Play – walking pace only particularly while carrying Arrows;
- (10) when crossing the Field of Play, always walk behind all archers on the shooting line;
- (11) be careful not to disturb neighbouring archers when shooting or leaving the shooting line;
- (12) never dry fire a Bow, i.e. firing a Bow without an Arrow attached to the string;
- (13) if shooting Barebow, not draw the string of the Bow above the cheekbone, as this is a potential eye hazard; and
- (14) at no time cause any interference to an archer or their equipment whilst they are shooting.

4.3 Collecting arrows

All Members must:

- (1) never move forward to collect their Arrows before directed to by the Field Captain;
- (2) when approaching a Target, look for Arrows that may be lodged in the ground;
- (3) approach the Target from the sides to avoid Arrows in the Target;
- (4) when pulling Arrows from the Target, ensure there is no one standing in front of the Arrows and always pull Arrows out while standing to the side of the Target;
- (5) ensure that a maximum of two archers remove the Arrows from the Target at a time, one from each side, i.e. one person removes from the left side, one from the right;
- (6) never pull an Arrow toward their face;
- (7) always use two hands when drawing Arrows from the Target Butt; and

- (8) when shooting on a Field Course and looking for a missed Arrow, prop their Bow up against the front of the Target to warn following archers that the field Target is still in use.

5. Personal equipment safety

Each Member is responsible for the maintenance of their archery equipment. In particular, each Member must ensure that they:

5.1 Bows

- (1) inspect their Bow for damage, such as cracks or faults, each time they shoot;
- (2) string their Bow only in an approved or safe manner (as the case may be);
- (3) inspect their bowstring for damage, wear, or faults prior to shooting or, for a compound bow, check their bowstring and cables for damage, wear or faults prior to shooting;

5.2 Arrows

- (1) inspect their Arrow rests and accessories for damage, wear or faults prior to shooting and, if the Member shoots a compound bow, they must ensure their Release Aids are of sound design, and inspect them regularly to ensure they are in good working order;
- (2) inspect their Arrows regularly preferably after each end, particularly carbon arrows;
- (3) have Matched Arrows; and
- (4) only use Arrows designed for shooting at Targets or on Field Courses. Hunting Arrows must never be used at the Club.

6. Individual practice

All individual practice on any Club Ground must be with the prior approval of the Committee. If a Member is granted such approval, they must ensure that:

6.1 Target and indoor practice

- (1) they set up all Target Ranges with a permanent shooting line and staggered Targets Butts with archers shooting and moving forward to score together; or
- (2) where this is not possible and permanent Targets Butts are used with a staggered shooting line, they establish a safety zone as set out in section 5 (Field of Play Layout) of the AA Safety Guidelines;

6.2 Field practice

- (1) they travel the Field Course in only one direction, i.e. with Target Butts ascending in numerical order;
- (2) they enter and exit the Field Course via an approved entry / exit point and that they keep to the marked tracks; and
- (3) as Huon Archers recommends that Members use a book where archers enter the Field Course for practice, they write their name and time of entry into that book and erase it at the completion of their shooting.

7. Tournaments

Target, indoor, Clout and field tournaments hosted by Huon Archers will be run in accordance with the safety standards set out in section 6 (Tournaments) and section 7 (Tournament Cancellation and Postponement) of the AA Safety Guidelines.

8. Working bees and Club maintenance

- 8.1 Members must not shoot during working bees and Club maintenance.
- 8.2 When general maintenance is being undertaken, shooting will take place at the discretion of the Field Captain.
- 8.3 While using electrical or other power equipment during working bees and general maintenance, those using the equipment are responsible for their personal safety and the safety of those in proximity to the work being undertaken.
- 8.4 Any works more than 1.8 m off the ground or involving overhead powerlines must be with the use of safety harnesses, and should always be carried with the assistance of other Members and with the approval of the Committee.
- 8.5 Power tools and electrical equipment must be checked regularly to ensure they are in safe working order.