



Overstone Scout Campsite & Activity Centre

Overstone Scout Campsite & Activity Centre – Storage and Use of Archery Equipment and Archery Range (Old Swimming Pool) Risk Assessment (Updated 11th March 2026) – This risk assessment covers the general risks that could be experienced with regards to the storage and use of the Archery Equipment on site at Overstone, the use of the Archery Range and how those risks are being controlled by the Overstone Management Team. This risk assessments also identifies further controls that groups using the Archery Range should consider or implement.

This risk assessment does not cover the specific hazards and risks and how they are controlled when Archery is taking place. That RA is the responsibility of the Leader in Charge / Supervisor / Instructor

This RA should be read in conjunction with the Overstone Scout Campsite & Activity Centre – General Risk Assessment.

All users of the Archery Range should use this risk assessment as a reference but must produce their own, based on, but not limited to, the individuals and numbers within their group using the Archery Range. This should include any equipment supplied directly from Overstone or brought in by the Group.

Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled?	What further controls will be implemented to reduce the risk further.
Hazard – Unsafe Storage of Archery Equipment Risk – Injury or Death	All Overstone Users	Arrows and Bows are secured when not in use in lockable cabinets and containers. Cabinets and containers are checked regularly for security.	The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document. <ul style="list-style-type: none"> • Users should ensure equipment is accounted for and put away and cabinets and containers are secure when leaving. • Users should report any damage and report any concerns they have to feedback.overstone@northamptonscouts.org.uk

<p>Hazard – Unauthorised Access to Archery Equipment. Risk – Injury or Death</p>	<p>All Overstone Users</p>	<p>Training courses run by District Archery Advisor Access is via coded padlocks. Code is changed regularly. Codes issued by the District Archery Advisor to trained users. Codes only issued to users who have booked the Archery Range through the Overstone Booking Secretary who notifies District Archery Advisor of bookings.</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • Users should ensure equipment is accounted for and put away and cabinets and containers are secure when leaving.
<p>Hazard – Faulty Equipment Risk - Injury</p>	<p>All Users</p>	<p>The Archery Range is inspected at regular intervals. The equipment is checked at regular intervals by the District Archery Advisor</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • All equipment should be checked prior to use and the end of each session. • Faulty equipment should be taken out of use, separated and identified from the rest of the equipment. • Users should report any damage and report any concerns they have to feedback.overstone@northamptonscouts.org.uk
<p>Hazard – Using Archery Equipment at Overstone Risk – Injury or Death</p>	<p>All Overstone Users</p>	<p>The Archery Equipment should only be used in the Archery Range (Old Swimming Pool) Equipment only available to users who have booked the Archery Range and who have access to the equipment via the codes issued by the District Archery Advisor.</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • Users must ensure the Archery Equipment is only used in the Archery Range.

<p>Hazard – Use of Archery Range for Archery</p> <p>Risk – Injury or Death</p>	<p>All Users of Archery Range</p>	<p>The Archery Range must be booked by email prior to use at bookings.overstone@northamptonscouts.org.uk.</p> <p>Archery should only be carried out under the control of a trained and qualified Leader in Charge / Supervisor / Instructor / Permit Holder/</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • The Leader in Charge / Supervisor / Instructor / Permit Holder must stop the activity immediately if any instruction are not followed by the participants.
<p>Hazard – Unauthorised Access to Archery Range when Archery in Progress</p> <p>Risk – Injury or Death</p>	<p>All Overstone Users</p>	<p>1.8m palisade fence encircling archery range with lockable gates.</p> <p>Signage</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • Leader in Charge / Supervisor / Instructor should manage and control access to the Archery Range when in use.
<p>Hazard – Trips, Slips and Falls</p> <p>Risk – Injury</p>	<p>All Users of Archery Range</p>	<p>The Archery Range is inspected and maintained at regular intervals.</p> <p>Signage</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • Leader in Charge to brief users outside of the Archery Range prior to entering. • Lighting to be used in hours of darkness. • Leader in Charge to take into account the weather conditions.

<p>Hazard – Weather Risk – Injury and Illness caused by the weather and changes to it.</p>	<p>All Users of Archery Range</p>	<p>The OMT will action closure of the site or parts of and / or activities in the event of severe weather. Signage</p>	<p>The Leader in Charge / Supervisor / Instructor / Permit Holder should write an appropriate RA with respect to running an Archery Activity. This Risk Assessment should take into account the Hazards, Risk and Controls that have been identified in the document.</p> <ul style="list-style-type: none"> • Users should be aware of local weather conditions and changes to it and the impact it could have on the activity and users.
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<p>Date of Risk Assessment</p>	<p>23/02/2023</p>	<p>RA Written By</p>	<p>Malcolm Dyer</p>	<p>Version No.</p>	<p>1</p>	<p>Review Date</p>	<p>01/09/2023</p>
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<p>Date RA Reviewed</p>	<p>27/05/2024</p>	<p>RA Reviewed By</p>	<p>Malcolm Dyer</p>	<p>Version No.</p>	<p>3</p>	<p>Next Review Date</p>	<p>01/09/2025</p>
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