



## GUIDELINES FOR INDOOR SHOOTING

The Sports Hall is used in the winter months for our evening club session and for special events such as Beginners courses.

### **Access**

- Access to the grounds is via the main gate which will only be open at pre-arranged times. Exit is via an automatic gate which opens inwards on approach – please take care when using this exit.
- When driving through the school grounds, please observe all signage and be aware that a large amount of children and adults will be using the road both on foot and in other vehicles – DRIVE CAREFULLY AT ALL TIMES.
- The Hall is usually master locked by the school representative. It is opened in readiness for shooting, yet we on occasion we may still need to use the keycode when entering and leaving. Committee members are aware of the code.
- We use a storage shed at the side of the hall, accessible by key held by club keyholders only.

### **Parking**

- Please use the main car park, observing all speed limit and directional signage when entering, and being aware of other users.
- Parking near the hall entrance door is reserved for members with disabilities and for those who must transport items in addition to normal equipment.

### **The Shooting Range**

- Due to the confined space, special care is needed when entering through the main door, if shooting is in progress ALWAYS wait until archers are collecting arrows. We may occasionally open the emergency exit at the rear to enable toilet access without disturbing the shooting line.
- When 5 or more archers are shooting, we will appoint a Line Captain, who is responsible for marking the register, taking shooting fees, controlling shooting by way of whistle (2 blast on the line, 1 blast to shoot, 3 blasts to collect). This person should always be vigilant; ensuring doorways are safe and that archers are shooting in a safe manner.

- The range is usually 20 yards, with a maximum of 25 metres. The high safety netting must always be in place. Members should place their own equipment at the rear of the range, well behind the designated waiting line.
- All members must help with the setting up and removal of equipment according to their physical ability.

### **Shooting**

- Archers are often standing close to each other, so ensure that your bow and arrow are loaded pointing towards the target and not poking someone in the back!
- We use up to eight targets with a maximum of two people shooting on each at any one time. If we have more archers, then we will operate two ranks. Leave and join the line only if the archers either side of you have completed their shot. The transfer between first and second rank is not whistle controlled.
- When collecting arrows, please be vigilant and avoid stepping on any that may be on the floor.
- If required retrieve any that may have cleared the netting and embedded itself in the wall.  
Shooting will not recommence until all arrows shot have been retrieved/found.

### **Emergencies**

- A First-Aid kit, Risk Assessment and Emergency Evacuation sheet are displayed on a board in the storeroom. Evacuation is to the main car park.

LAST REVISED: January 2024