

**RISK ASSESSMENT / HEALTH AND SAFETY POLICY
MANAGEMENT SYSTEM**

MRM Archery and Craufurdland Ltd

SHOOTING RANGE ASSESSMENT

Name of Venue: Craufurdland Estate – Archery Range

**Risk Assessment originally undertaken by: Michael Mather –
[Archery GB Regional Judge & Level 2 Coach, Qualified Archery Range
Assessor]**

Date: 2015 and reviewed April 2025 adapted by Craufurdland Ltd

Craufurdland Ltd uses the bespoke Archery Range situated in the grounds of Craufurdland Estate. This range is also used by MRM Archery



The range itself is self-contained within an area that had been used for pheasant pens in the past.

In the above photograph, the Archery range is to smaller rectangle with the larger, outer rectangle, representing the boundaries of the old pheasant pen area.

Craufurdland Ltd, Craufurdland Estate, Kilmarnock

Email: activities@craufurdland.co.uk

Ph 01560 600 760

SC169352

a) Boundaries ~ ensure that the boundaries of the archery venue are clearly visible and of a distance sufficient to allow safe participation in archery activities. We will ensure it is not possible for the public to pass behind the targets into a danger area or indeed walk across the shooting area. Both sides of the ranges will be adequately roped off and sign posted.



The venue for archery activities is on a mown area within what was a larger area holding Pheasant Pens which is no longer used for this purpose.

The dimensions of the mown area are approximately 30 metres from the Shooting Line to the edges of the forested area as identified in the above photograph. The mown area extends to approximately 18 metres from left to right.

The wider Pheasant Pen area extends to an area measuring approximately 95 metres by 35 metres. The whole venue is fenced in with a mesh wire fence extending to a height no less than 2 metres. The only access point is to the rear of the archery range and this is also used to egress the site.

The wooded area beyond the archery target area is not accessible to the public and is still enclosed within the wire mesh fence. There is a small gap in the fence to the South East side of the venue but as this leads into a field with livestock we do not see this as a key risk issue.

b) Direction of shooting ~ ensure that shooting will take place in a direction that is away from any potential spectators or other activities that may be taking place on adjacent venues. Ensure that participants are not shooting uphill or facing into the sun.

The archery activity sessions take place shooting towards the North East of the venue. The Archer range is almost fully surrounded by tall trees. This means that there are no risks of participants shooting towards the sun. There are no other activity areas adjacent to the Archery Range or the Pheasant Pen area.

Craufurdland Ltd, Craufurdland Estate, Kilmarnock

Email: activities@craufurdland.co.uk

Ph 01560 600 760

SC169352

c) Position of shooting line ~ ensure that there is sufficient room behind the proposed shooting line to allow participants to wait within a safe environment. A 'waiting line' will be positioned appropriately behind the shooting line. All participants to remain behind this line until their turn to shoot, when a clear signal will be provided to proceed.

Craufurdland Ltd or MRM Archery provides a waiting line behind the line where participants will shoot their arrows. Craufurdland Ltd or MRM Archery ensures that participants are kept behind this waiting line until they are called forward to undertake their archery activity. At all times once they have moved forward of the waiting line, they are under the direct control of one of the Craufurdland Ltd or MRM Archery staff – who are responsible for ensuring that they have been issued with the appropriate safety equipment and provided with adequate instruction and guidance to enable them to participate safely in the archery activity.

Clear audible and visual signals are provided to all participants to advise them when it is safe for them to shoot their arrows. Once each participant has shot his/her arrows they are requested to retire behind the waiting line. Once all arrows are shot, Craufurdland Ltd or MRM Archery staff provide clear instructions to the participants on how to safely retrieve and carry the arrows.

d) Length and width of field



The length of the field is sufficient for us to have a shooting distance of 10 metres – 20 metres. We have a 'shooting line' set no less than 10 metres from the targets and this is the line from which all arrows are shot. This Shooting Line consists of a log placed on the ground and covered in chicken wire to minimise any risk of participants standing on this and slipping and falling if the log is wet. In addition to this we have an additional area to the rear of the shooting line, with a waiting line appropriately placed behind the shooting line. Participants are brought from the waiting line to the shooting line by the Craufurdland Ltd or MRM Archery staff to shoot their arrows.

Craufurdland Ltd, Craufurdland Estate, Kilmarnock

Email: activities@craufurdland.co.uk

Ph 01560 600 760

SC169352

Once arrows have been shot the participants are asked to return behind the waiting line and will then leave the venue through the egress point.

The targets themselves are placed securely on 'H-Frame' stands that are securely attached to the ground. The centre of the targets are no more than 1 metre above ground level

Safety be further enhanced by the fact that the bows being used for archery activity sessions will not exceed a maximum of 20lbs draw weight.

e) An accident book will be available at the event. Any incident, however slight and whether or not it may result in an insurance claim will be recorded. The information recorded should include names and addresses of all persons involved and any witnesses. A copy of this information will be sent to our insurance brokers within 7 days of the incident.

Craufurdland Ltd or MRM Archery will, in line with our own internal policies, ensure that an Accident Book is always on site, and any incidents will be accurately recorded.

f) Instructing / shooting ~

One of the Craufurdland Ltd or MRM Archery staff will be in overall control.

Craufurdland Ltd or MRM Archery will maintain full control of participants while archery activities are underway under the auspices of Craufurdland Ltd or MRM Archery. Craufurdland Ltd or MRM Archery will control and maintain an appropriate instructor/participant ratio, and this will be aided by the safety precautions noted in (c) above.

g) We will always check that the area is clear before and during shooting. A clear signal will be given to indicate it is safe to shoot immediately prior to arrows being shot. A second signal will also be given to indicate that shooting should be brought to a halt either for the collection of arrows or for safety reasons.

Appropriate audio (whistle) /visual signals will be employed to ensure safe archery activity at all time.

1) Indicate what the land that borders grounds is used for, including positions of roads and buildings

The site is bounded on on all sides by wire mesh fencing extending to a height of no less than 2 metres. There are no building on external and adjacent to the site. MRM Archery have an 8' x 6' metal storage hut placed approximately 2.5 metres to the rear of the shooting line.

2) Compass points ie. North, South, East & West

As per the photograph of the site as contained on page 1 of this Risk Assessment

3). Do any footpaths or public rights of way cross the ground?

No

If Yes, give details and indicate positions on diagram.

4). Do any overhead power lines or cables cross the ground?

No

Craufurdland Ltd, Craufurdland Estate, Kilmarnock

Email: activities@craufurdland.co.uk

Ph 01560 600 760

SC169352

If Yes, give details and indicate positions on diagram.

5). Are there any public services under the area on which you wish to shoot?

No – as far as we can ascertain

If Yes, give details and indicate positions on diagram.

6) Is the ground shared with any other activity?

No - Archery Activities will have use of this area for the period that archery activities are in progress

If yes, state with whom

7). What form do the boundaries take?

Hedge / Fencing / Wall / Taped / Water Way. Indicate positions and heights on diagram together with details.

See Item 1 above