



## Education

Department of **Education** (<https://det.qld.gov.au>)

# Archery sports

Guideline review date: June 2018

The CARA planner (DOC, 423KB) (<http://ppr.det.qld.gov.au/education/management/Procedure%20Attachments/Managing%20Risks%20in%20School%20Curriculum%20Activities/Curriculum%20Activity%20Risk%20Planner.DOC>) must be used in conjunction with this guideline to determine additional risk hazards and controls within school-specific circumstances.

## Activity scope

This guideline relates to student participation in target archery using a bow and arrow, as a curriculum activity, including skills development, training and competitions. The use of crossbows is not permitted in Queensland state schools.

For activities beyond the scope of this activity a separate risk assessment must be undertaken using the CARA generic template (DOCX, 401KB) (<http://ppr.det.qld.gov.au/education/management/Procedure%20Attachments/Managing%20Risks%20in%20School%20Curriculum%20Activities/CARA-generic-template.docx>).

**High risk:** Teaching of target archery skills, training and competitions.

All requirements are necessary for the activity to be conducted.

### Mandatory requirements

- The *Weapons Act 1990 (Qld)* (<https://www.legislation.qld.gov.au/view/html/inforce/cu>)

*rrrent/act-1990-071*) classifies archery equipment as a firearm if used as a weapon. For target shooting in schools, archery equipment is not a weapon under the meaning of the *Weapons Act 1990*, but strict adherence to recognised safety procedures is essential.

- Obtain parent/carer consent and a medical questionnaire/declaration for high risk activities. (Note: Students with a medical condition that may impact on their safety must be cleared by a medical practitioner prior to participation in the activity).
- Establish and implement procedures for emergencies such as injury and first aid, resuscitation, communication, emergency service contact details and supervision/safety detail of students that are appropriate to the archery activity, location and conditions.
- Establish and implement safety procedures and correct technique.
- Induct students on procedures for emergency safety procedures (e.g. system of signals and commands).
- Follow the school's Sun safety strategy (*/students/student-health-safety-wellbeing/student-health/sun-safety-strategies*).
- Ensure there are barriers to identify exclusion zones, using signs, red warning flags and/or witches hats, to limit access by non-participants, including an 'overshoot zone' as prescribed in Archery Australia Safety Guidelines (PDF, 248KB) (<http://assets.imgstg.com/assets/console/document/documents/1018.pdf>).
- Instruct students about safety rules before equipment is issued.
- Instruct students to check shooting sector or exclusion zone before they commence preparation to shoot.
- Refer to the School excursions and international school study tours (<http://ppr.det.qld.gov.au/education/management/Pages/School-Excursions.aspx>) for mandatory travel requirements that may be associated when conducting this activity off-site.

## Supervision requirements

- The areas where this activity is conducted, the approach/launch, the shooting line and range area, must be supervised by an adult supervisor at all times.

- Provide sufficient adult supervision to manage the activity safely (including emergency situations). Consider age, size, ability and maturity of students in this decision. Principals make decisions about the supervision requirements.

## Qualifications for supervisors

- A registered teacher with qualifications in Health and Physical Education/Outdoor Recreation (or equivalent) and competence (knowledge and skills) in the teaching of archery  
or
- an adult supervisor with a statement of attainment from a Registered Training Organisation (RTO) or governing sporting body including the following unit of competency SISOARC301A—Conduct an archery session (<http://training.gov.au/Training/Details/SISOARC301A>) (or equivalent), working under the direct supervision of a registered teacher.

## Requirements for facilities and equipment

- An exclusion zone must be clearly marked and be:
  - free from obstructions (e.g. trees, wires, shrubs)
  - at least 20m wide on either side of the field of play
  - at least 50m behind the targets to provide an overshoot zone.  
This may include a backstop, such as a mound or a fence, that is solid enough to stop arrows that miss the target and that people cannot breach
  - suitably fenced, barriered and sign posted.
- Markers must be highly visible to identify the waiting area, approach and shooting area.
- The shooting and waiting lines must be clearly marked (e.g. using marker paint). The shooting line must provide at least 1m of space between the archers. The waiting line must be located at least 3m

behind the shooting line.

- Targets must have easily visible faces and butts that will stop arrows.
- Individual quivers or ground quivers/bow stands must be placed on the shooting line.
- Bows must be strung to their recommended string lengths. Arrows must have with target arrow heads.
- A whistle must be used for command signalling.
- Equipment must be appropriately sized to match the ability and strength of students.
- Wear personal protective equipment including enclosed footwear, firmly-fitting clothes that won't become entangled, armguards, finger tabs/shooting gloves, chest protectors. It is recommended that the armguard extend above the elbow.

## Hazards and controls

If any listed control measure below cannot be met:

- modify the activity (or elements of it)  
  
and/or
- identify and implement alternative control measures to meet or exceed the level of safety.

Alternative or additional considerations, hazards and control measures must be included in the planning process.

### Before the activity

Considering environmental conditions	Assess weather (Bureau of Meteorology ( <a href="http://www.bom.gov.au/">http://www.bom.gov.au/</a> )) in determining appropriate site if conducting the activity outside. Consider the strength and direction of the wind
Accessing facilities and using	Ensure equipment is not accessed without direct supervision of an adult supervisor

equipment	<p>Check equipment for damage before and during use. Do not use arrows which have faulty flights or nocks, are split, cracked or otherwise damaged</p> <p>Do not use bows with cracks and stress marks or have bow strings showing signs of abrasion and wear (e.g. fraying or loose) particularly under the nocking point</p> <p>Establish definite parallel flight paths for each target</p> <p>Ensure there is a single shooting line, long enough to accommodate all archers comfortably, so that all participants shoot from the same line. If different distances are to be shot, the targets not the archers should be staggered</p>
Managing student considerations	<p>Assign students to 1 specific target with a maximum of 3 archers shooting at 1 target at a time</p> <p>Be aware of the positioning of left and right-handed archers</p> <p>Nominate a single person to withdraw arrows from each target (e.g. target captain), and ensure other archers stand back behind the shooting line while this occurs</p> <p>Instruct target captain/s in correct technique to withdraw arrows to prevent eye injury. That is, walk to retrieve arrows, stand to one side of the target when withdrawing arrows and walk when returning to the shooting line</p> <p>Instruct students in the following safety rules:</p> <ul style="list-style-type: none"><li>● Remove accessories (e.g. hats, jewellery) before participating</li><li>● Do not run while carrying arrows</li><li>● Wait for the 'commence shooting' signal before removing arrows from the quiver</li><li>● Face the target with an intent to shoot before drawing an arrow in a bow</li><li>● Never draw a bow without an arrow, unless under instruction to do so</li><li>● Leave any arrows that land in front of the shooting line, until the 'cease shooting' signal is given</li><li>● Position bows vertically with the tip resting on the front foot between shots</li><li>● When shooting is finished, place bows on racks, ground all quivers next to the shooting line and have them pointing</li></ul>

	<p>towards the target. Only then, step back to the waiting line.</p> <ul style="list-style-type: none"> <li>Retrieve all arrows at the same time. Do not walk over or by-pass arrows on the ground</li> </ul> <p>Ensure fingernails, hair and clothing do not interfere with the activity</p>
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## During the activity

Considering environmental conditions	Cease activities when environmental conditions tend towards unfavourable (e.g. high wind), when conducting activity outside
Managing student considerations	<p>Issue commands and signals (e.g. start shooting, cease shooting and retrieve arrows) using a whistle</p> <p>Students must not approach the shooting line until instructed to do so. Then, and only then, should they straddle the line</p> <p>Archers should only pick up their bow when the starting signal is given</p> <p>Ensure students preparing to shoot are not distracted (e.g. by spectators). Do not allow archers at the shoot line to communicate with others</p> <p>Take care to avoid stepping on arrows or having shins spiked during retrieval</p>

## Additional links

North Queensland Archery Association ([http://www.nqarchery.org.au/site/index.cfm?fuseaction=display\\_main&OrgID=8387](http://www.nqarchery.org.au/site/index.cfm?fuseaction=display_main&OrgID=8387))

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