



Code of Practice for Have a Go Events

Version	Approved by Board	Reviewed By	Date	Next Review Date
G-10-01	March 2010	Director Operations	March 2010	October 2012
G-10-02	April 2013	Director Operations	April 2013	April 2015

Version	Approved by CEO	Reviewed By	Date	Next Review Date
G-10-02	June 2015	Target Committee	June 2015	June 2018

Code of Practice for Have a Go Events

If you are involved in such an event we cannot stress too much that SAFETY MUST BE YOUR PRIME CONCERN.

The Public Liability Insurance covers “Have-a-Go’s” and taster sessions at fetes, gymkhanas, charity events and so on, provided this Code of Practice is adhered to. If we wish to keep this protection, indeed to be able to obtain insurance at all, great care must be exercised at all times. We expect and observe strict discipline on our normal ranges where there is little or no public access. Therefore the need to be extra vigilant to maintain safety standards in crowded public areas cannot be stressed enough.

1. The event should be properly recorded in the Club’s minutes prior to the event.
2. If it is impractical to provide first aid facilities at the event, ensure you are aware of the nearest first aid facilities. The provision of a telephone, which could be used in an emergency, or certainly making yourself aware of the nearest telephone should be a priority.
3. An accident book (the Club’s accident book is sufficient) must be available at the event. Any incident, however slight and whether or not it may result in an insurance claim must be recorded. The information recorded should include names and addresses of all persons involved and any witnesses. A copy of this information should be sent to the insurance brokers via the office within 7 days of the incident.
4. If you have agreed to a safe site at such an event but the Organisers then move you to an unsafe one – DO NOT SHOOT.
5. Only lightweight poundage beginner bows and arrows must be used. Members must not use normal target or field bows.
6. Make sure there is a safe over-shoot – a minimum of 50 yards.
7. Targets must be at no more than 10 yards from the shooting line and should rest on the ground at approximately the same angle as recommended in the Rules of Shooting.
8. Backstop netting should be used at all times unless there is a very safe overshoot as mentioned in item 6.
9. Coaching/shooting must be on a one to one basis and where possible a qualified coach should be in attendance. Only senior members should supervise and an experienced senior member must take overall control.
10. The senior member must 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 must be adequately roped off and responsible adults should be appointed to watch each side of the range to ensure this does not happen.
11. Always check that the area is clear before and during shooting. A clear signal must be given to indicate it is safe to shoot immediately prior to arrows being shot. A second signal should also be given to indicate that shooting should be brought to a halt either for the collection of arrows or for safety reasons.

It is important to remember that any financial gain (excluding reasonable expenses) from such an event should be made to the subscribed club and not to an individual person. This is a requirement of the Public Liability Insurance policy.



Archery GB is the trading name of the Grand National Archery Society, a company limited by guarantee no. 1342150 Registered in England.