



New Leaf Triangle Archery/horseback archery Risk Assessment

Address: Goadby Lane, Chadwell, Melton Mowbray, LE14 4LP

ASSESSOR/JOB TITLE: Director

Name: Troy Shaw

DATE 01.5.17

REVIEW DATE: June 2023

Reviewed TS May 2017

Reviewed TS June 2019

Reviewed TS June 2021

**KEY
RISK MATRIX**

Risk = Probability (Frequency) x Consequence (Severity)

CONSEQUENCE (Severity)

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	Severe (3)	Moderate (2)	Minor (1)
Frequent (3)	9	6	3
Occasional (2)	6	4	2
Rare (1)	3	2	1

ALL ASSESSMENTS WILL FOLLOW THIS MATRIX USING THE TRAFFIC LIGHT SYSTEM

Context

New Leaf Triangle is an outdoor learning centre for individuals with a range of disabilities, autism and mental health conditions. The main activities at New Leaf Triangle take place at the 2 main sites situated on Goadby Road, Chadwell, Melton Mowbray, LE14 4LP (site 1) and

Eastwell Road Site 2). The sites are 2 and a half acres and 5 and a half acres of undulating ridge and furrow grassland with a 20 X 40m sand, fibre and rubber menage at site one and 20 X 40m sand and rubber ménage at site two.

Site 1 Buildings:

9M x 8M steel barn, with steel anti condensation roof, containing 4 internal stables with a 3M wide roller shutter door. Stable partitions are steel framed with wooden panelling and steel grills. The barn is lined with 1.2cm ply board to 2.5M height. Means of escape – 3M wide roller shutter door

Two 3.6M x 3.6 M wooden stables adjoined. Means of escape - standard stable doors in each

3M x 3M wooden tool/feed shed. Means of escape – standard full wooden door.

5M X 3M log cabin, consisting of a single room. Means of escape – 2 French style doors opening outwards 1.5M

6M X 3M log cabin consisting of a single room. Means of escape – 2 French style doors opening outwards 1.5M

Goat pen with 2 small goats sheds

3 small wooden chicken coops - 2 in the paddock and 1 between the shed and the wooden stables.

There is a designated fenced off air rifle shooting area and archery area with an undercover shelter.

Two 2.5M x 3.5M log cabins in small paddock next to air rifle shooting area. Means of escape – 2 French style doors opening outwards 1.2M

Site 2 Buildings:

36 X 34ft wooden American style barn with 6 stables

5M X 5M log cabin consisting of a single room. Means of escape – 2 French style doors opening outwards 1.5M

Two 3.6M x 3.6 M wooden stables adjoined. Means of escape - standard stable doors in each. Used as feed shed and workshop.

2.5M X 2M Tool shed

2.5M X 2M Toilet shed

Approx. 2.5m² field shelter next to toilet shed.

3 wooden shelters housing hay and menage equipment in car park / yard area

The perimeter fencing is mainly hawthorn and blackthorn hedge, square stock wire with some rails in places. Access is via a drive (approximately 80m long) which leads into the main car park and yard area. The 230m (approx.) surfaced (sand, fibre, rubber) Horseback Archery track runs down the middle of the two turnout fields and is lined with posts, hedge (planted 2021) and electric tape. There is a small, surfaced paddock home to two ponies at the end of it nearest the yard. Most fencing is post electric tape but is post and rail in

places. Access to the, the right hand (larger) turnout field and the surfaced paddock for ponies is via a small metal gate to the site of the field shelter. Access to the left-hand field is through two metal 5 bar gates directly from the car park / yard.

All Horse activity carries its own inherent risk. This assessment covers the risk of taking part in horseback archery at New Leaf Triangle CIC and does not cover the risk that each individual horse may present due to their own temperament. Any horse that is not owned by New Leaf Triangle is at all times the responsibility of the horse owner and must have been pre assessed by the owner as suitable to take part in the training. During all sessions it will constantly assessed by a qualified New Leaf professional horse person but remains the responsibility of the owner. If the horse shows any signs of anxiety it must not be pushed to the next stage until the New Leaf Triangle professional is confident that it is ready. The horse owner must raise any concerns about their horse during the session. As with horses, horse owners and riders have different levels of knowledge and practical skills with horses. This risk assessment does not cover every risk presented by individual owner and rider. Each rider must be fully assessed constantly throughout and training session by a qualified New Leaf professional horse person. If there are any concerns or risks that could impact the rider, horse or New Leaf Triangle the activity must be stopped immediately and must not continue until the New Leaf professional is satisfied concerns and risks have been resolved. Prior to starting any horseback archery session, the rider (parent/guardian) must complete a disclaimer stating their individual level of riding and archery experience. If they are using their own horse they must complete the 'owners horse' section of the disclaimer.

ACTION PLAN

FURTHER ACTION REQUIRED	BY WHOM	TARGET DATE	COMPLETED
REVIEWED			

Horseback Archery

S NUMBER	HAZARD/POSSIBLE OUTCOME	GROUPS	RISK RATING	CONTROLS
1	Archery Area	Staff/Arch er	3	Archery (ground and mounted) only to be carried out in a designated area with correct Archery GB (Ground)/IHAA (mounted) distances in place for minimum shooting distances, overshoot area and netting when required. Area to be clearly marked and controlled by flags when archery is taking place. No other activities to take place in the adjacent area to archery range.
2	Spectators/Going onto the shooting area	Staff/Arch er/Spectat ors	3	All spectators are to remain behind the designated fenced area at all times, this will be controlled and managed by the range instructor/RSO (Range Safety Officer). No games to be played in the adjacent area to archery range. Red flag to be flow to alert shooting is in progress.
3	Equipment access leading to un-authorized use	Staff/Arch er/horses/S pectators	3	All equipment must be stored in a locked car/storage area when not in use. If the equipment has been used for a session and is required again after a break the bow string(s) must be removed and kept with the instructor. All arrows must be locked away.
4	Arm injury from bow string during shooting	Staff/Arch er	2	Supplied arm guard to be worn by anyone shooting a bow. Instructor to check before each person shoots.

5	Hand injury from damaged arrow during shooting	Staff/Arch er	2	Arrows to be inspected for damage before each session when selected. Only aluminium, carbon and wooden arrows to be used (no fibreglass).
6	Potential injury when removing arrows from target.	Staff/Arch er	6	Correct training to be given to all participants before an individual can remove an arrow from a target. Activity to be strictly monitored by range instructor. No running to collect arrows. Anyone not following these rules must be stopped from continuing the session until corrective action has been taken.
7	Losing an arrow causing potential risk of foot leg injury for people and or animals	Staff/Arch er/Horses	3	When shooting, arrows to be counted out and in. When collecting arrows from the range everyone must to always walk to the side. If an arrow is lost it must be found using a metal detector. Arrow collection should be given to a specific person(s) when possible, so they can watch the fall of the arrows.
8	Injury to NLT nonparticipating horses during archery	Horses	3	All horses to be removed to an area behind the shooting line or to an enclosed barn/fenced paddock area before archery commences.
9	Inappropriate use of archery equipment	Staff/Arch er/Animals /Spectator s	3	All archery activity to be managed by a trained member of NLT staff. Participant behaviour to be monitored throughout the session and anyone not following safety guidelines must not be allowed to shoot or remain in the archery range area. Additional support staff may be required to monitor and manage individuals in the waiting area.
10	Bow or bow string breaking during shooting	Staff/Arch er/horses	2	All bows and strings to be inspected by range instructor before and after each session begins. No bow to be drawn without an arrow to stop limbs from being over tensioned.

11	Injury from falling from a horse	Staff/Archer/horses	3	Only competent riders are allowed to ride off the lead rein whilst doing mounted archery. Anyone who is deemed not to be a safe rider/archer must remain on the lead rein until they have been assessed as safe by a qualified riding instructor.
12	Injury from a loose horse on the archery range	Staff/Archer/horses/Spectators	3	Only one horse is to go down the range if the gate is >walk. The range start and finish gates should remain closed to ensure any loose horses are contained in a controlled area.
13	Injury to the rider or horse due to poor archery technique	Archer/Horse	3	All beginners must be supported by a New Leaf Triangle team member until their technique has been assessed as safe for both rider and horse. All experienced horseback archers must be assessed by New Leaf Triangle professional to confirm capability. Each rider/archer must complete a pre assessment form (waver) prior to starting horseback archery activities.
14	Injury to horse due to a discarded arrow in the archery track.	Horse/Archer	2	All dropped arrows must be picked up before the next horse is allowed to continue.

I have read and understand the New Leaf Triangle Archery Risk Assessment above and agree to follow its guidelines

Staff Name	Signature	Date

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