

## Risk Assessment and Activity Method Statement combined [RAMS] [INCLUDES COVID 19 AND OTHER VIRAL/ZOONOSIS INFECTION MANAGEMENT]

### Archery & Axe throwing

Where on the establishment will this take place	Tapnell farm Newport road, Yarmouth, Isle of Wight Housed alongside the Isle of Wight Aqua park. What3Words: DIRECTS.COMPLY.MISSION
How specifically will it work	Two segregated areas one for Archery and one with closed in lanes for axe throwing. These are instructor lead activities where participants throw axes or shoot arrows at a target.
What age range is the activity aimed at	11 years and over.
What abilities will the activity be aimed at	A good level of mobility is required – particularly upper limb mobility and dexterity.
What limitations will there be in place for participants	Participants are not allowed to enter the areas unaccompanied by a member of staff. Participants are only able to pick up axe/bow and arrow when instructed to do so by a member of staff.
Area required for this activity	This area is a designated location and is not used for other purposes.
What industry/national standards or best practice are you aiming to comply with	The Health and Safety at work act 1974 Archery GB
Has the Dynamic Risk Assessment identified any significant issues	No
What causes of fire could be involved in the activity	Electrical fault Incorrectly disposed of cigarette ends
Safeguards required to ensure those not taking part are not exposed to risk from this activity	Separate spectators' area Opening and closing procedures Lost arrow procedure Axe Throwing: ratio of 1 instructor:8 throwers (24 total group size). Archery: ratio of 1 instructor:12 shooters (12-18 total group size).
What specific rules will you have in place	Axe throwing: <ul style="list-style-type: none"> <li>• One axe per lane</li> <li>• Ensure you stand within the throw zone</li> <li>• Do not cross the safety line until the axe has landed to retrieve it.</li> <li>• Always face the target when holding the axe</li> </ul> Archery: <ul style="list-style-type: none"> <li>• Only shoot one arrow at a time</li> <li>• Always face the target</li> <li>• One person shooting per target (public), up to two per target (private groups).</li> <li>• Only retrieve arrows when instructed it is safe to do so.</li> </ul> Always listen to instructors.
What other control measures will you have in place	Axe throwing takes place in separated mesh sided/roofed lanes. Close toe shoes must be worn. All loose clothing scarfs/necklaces etc must be removed. Netting in place around archery ceiling void.

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	Woodchip floor, for low impact and bounce of axe
How will those taking part know how to carry out the activity	Participants are given a full safety briefing before entering the '@shoot/throw zones' this includes: <ul style="list-style-type: none"> <li>• Introduction &amp; fire safety</li> <li>• How to hold the equipment correctly</li> <li>• How to throw/shoot the equipment correctly</li> <li>• Not to swing around when holding – shooting – throwing the equipment</li> <li>• How to retrieve the equipment safely.</li> </ul>
What staff recognised qualifications are required for staff to supervise this activity	Archery GB coach (for head instructor)
What in-house training will be required for staff to supervise this activity	New employees must complete an induction, then shadow an experienced member of the team, once all this is completed, they can be signed off.
What staff recognised qualification or in-house training will be required for staff to carry out this activity	Tempus Training induction pack (for all employees) <ul style="list-style-type: none"> <li>• Manual Handling (annual)</li> <li>• Fire safety (annual)</li> <li>• Safeguarding Children (annual)</li> <li>• COSHH (annual)</li> <li>• Legionella (annual)</li> <li>• Covid-19 secure</li> </ul>

**Risk Identification** [foreseeable and significant]

What specific foreseeable hazards will be present for inclusion in the risk assessment	Slips trips and falls Fire – electrical fault Deep cuts, lacerations, puncture wounds Abrasions (Bow strings) Strike by flying arrows/axes	
Specific Hazards to protect Staff from	All of the above	PPE or Special Authorisation Specified Close toe shoes
Specific hazard to protect Public from	All of the above	PPE Specified Close toe shoes, arm guard

**Hazardous Substances Used** [for setting up and cleaning down]

What substances with hazard symbols will you be using	<ul style="list-style-type: none"> <li>• WD40</li> <li>• Glue (inhalant)</li> <li>• Swan Protect sanitising spray</li> </ul>	MSDS Sheets obtained Yes
How will you be using/applying it.	WD40: sprayed on axes to prevent rusting. Glue used for arrow maintenance Swan protect sprayed onto surfaces and wiped off with blue roll.	

**Covid & Viral/Zoonosis Infection Management**

What social distancing measures will you operate	All current government guidelines will be adhered to.
What specific hygiene controls will you operate	Hand sanitiser placed around the areas and staff and customers are reminded regularly to use.

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What sanitising controls will you operate	Hand sanitiser placed around the areas and staff and customers are reminded regularly to use.
What cleaning will you operate	All bird poo to be cleaned and area sanitised as soon as spotted.

### Management Monitoring

What signage will you have in place	Fire exits Staff only/no entry Safety rules No running
What daily/weekly checklists will you operate	Equipment checks daily Equipment count after every session.
How will you monitor the operations ongoing to identify changes or weaknesses.	Staff and customer feedback A flagging system within the Tempus program will monitor any recurring problems. Accident and incident reports will also be checked for recurring problems or severe injuries.

Activity Hazard Rating & PPE Plan to Operate	Low 2 point PPE plan
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**\*Please note on the PPE plan arm guards are to be used in place of the safety gloves symbol.**

RAMS Approved By [signature]: \_\_\_\_\_ D.Selle \_\_\_\_\_ Lead Manager.

RAMS Adoption Date: 28<sup>th</sup> January 2022

This document has also been reviewed by Ray Hipkin as Health and safety consultant to Turney Family Farms Partnership

## RISK ASSESSMENT AND PRECAUTIONS

THIS DOCUMENT IS TO BE READ WITH THE BUSINESS/CORPORATE IMPACT ASSESSMENT [RISK REGISTER] MATRIX.

<b>Fire precautions in place:</b> Fire Blanket <input type="checkbox"/> Foam Extinguisher <input type="checkbox"/> Evacuation Plans Erected <input checked="" type="checkbox"/> Waste management under control <input checked="" type="checkbox"/>	CO2 Extinguisher <input checked="" type="checkbox"/> Fire Hose Reel <input type="checkbox"/> Emergency Lighting <input type="checkbox"/> Sand Buckets in place <input type="checkbox"/>	Water Buckets <input type="checkbox"/> RCD Fitted <input checked="" type="checkbox"/> Emergency Exits <input checked="" type="checkbox"/> Break Glass Call Points <input type="checkbox"/>	Water Extinguisher <input checked="" type="checkbox"/> Cigarette End Disposal point <input checked="" type="checkbox"/> Emergency Exit Routes <input checked="" type="checkbox"/>
Key: <span style="color: green;">■</span> Required and in place <span style="color: red;">■</span> Required and not in place <input type="checkbox"/> Not required			

Hazard and how it can occur	Who is at Risk	Activity Hazards Identified	Management Systems Controls in Place	Overall Risk level with Specific Controls in Place
Slips, trips and falls	Staff, customers and contractors	Woodchip is used throughout the areas this can create uneven surfacing, there is also a step down into the area from the main reception creating a change in floor level, both of which could cause a person to fall leading to minor injuries such as bruises, cuts/abrasions, sprains/strains or more serious fractures or internal bleeding.	<ul style="list-style-type: none"> <li>Woodchip is raked evenly daily to keep it as flat as possible.</li> <li>Steps are highlighted to make as visible possible</li> <li>First aid kits and first aid trained staff available if required.</li> <li>Suitable footwear required for staff and customers.</li> <li>All equipment stored away from pathways.</li> <li>No running in all areas.</li> </ul>	1x3=3 Low
Strike by flying Axe or arrow	Staff and customers	Axes and arrows could rebound from their targets, be overshot, released by a person who is fooling around or dropped onto feet. These could cause serious injuries such as deep cuts, lacerations or puncture wounds.	<ul style="list-style-type: none"> <li>Full safety briefing prior to commencing the activities given by the instructors.</li> <li>Closed toe shoes are a requirement to participate in the activities.</li> <li>Customers must only face targets when holding the equipment.</li> <li>Robust targets with soft wood to minimise bounce back.</li> <li>Horseplay will not be tolerated – staff ensure customers are not swinging around with axes or bows and arrows.</li> <li>Shooting or throwing may only take place in the designated zones</li> </ul>	1x4=4 Low

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			<ul style="list-style-type: none"> <li>• Axe throwing has a one person per lane policy unless instructor is helping a customer.</li> <li>• Axes may only be retrieved once the axes has landed.</li> <li>• Metal burs are removed from axes.</li> <li>• Arrows may only be retrieved when the instructor has said it is safe to do so.</li> <li>• Separate spectators' area for those not taking part or waiting for their turn.</li> <li>• Metal mesh encloses the axe throwing lanes</li> <li>• Nets are erected in the ceiling void of the archery area with a straw bale wall backed by concrete to stop over shot arrows.</li> <li>• First aid kits and first aid trained staff available if required.</li> </ul>	
Bruising and abrasions	Staff and customer	Misfire or incorrect use of bow and arrow can cause the string to scuff down the aiming arm causing bruising, abrasions or friction burns.	<ul style="list-style-type: none"> <li>• Safety brief covers the correct shooting stance and posture to ensure this does not happen.</li> <li>• Arm guards are provided and long sleeves are recommended.</li> <li>• Loose clothing that could get tangled is to be removed – such as scarfs.</li> </ul>	1x2=2 Low
Fire	Staff, customers and contractors	Woodchip and straw bales are a potential fire load source – faulty electrical equipment or incorrectly disposed of cigarette ends have the potential to start a fire potentially threatening life.	<ul style="list-style-type: none"> <li>• Electrical installation completed by a competent person.</li> <li>• Water and co2 extinguishers in place for use by fire marshals (where possible) trained in-house as part of the daily team on site.</li> <li>• Evacuation plans in place and visible to all members of staff and the public, to show safe routes to assembly points away from all enclosed spaces.</li> <li>• Safety brief to customers includes description of fire escape procedure.</li> <li>• All staff trained and perform regular drills to evacuate the site.</li> <li>• No smoking permitted in either of these areas – a designated space is provided away from this area.</li> </ul>	1x5=5 Medium Low

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Hazardous Substances	Staff	WD40 and glue are toxic inhalants and could cause intoxication, headaches and dizziness. Swan protect sanitising spray can cause skin irritation leading to rashes or dermatitis.	<ul style="list-style-type: none"> <li>All staff complete a COSHH awareness course on Tempus program – this is refreshed annually</li> <li>WD40 and Glue are only to be used in a well-ventilated area.</li> <li>PPE such as gloves provided for use when applying swan protect spray.</li> </ul>	1x2=2 Low
Exposure to COVID Transmission or other Zoonosis/Viral Infections	Staff, customers and contractors	Corona virus remains a threat within society, and other zoonotic diseases such as avian flu (from birds/poo) and Weil's disease (rats/urine) all have the potential to cause ill health to Humans with symptoms ranging from mild flu like symptoms to serious respiratory issues and can even be fatal.	<ul style="list-style-type: none"> <li>Sanitiser, face coverings and social distancing are promoted throughout the business.</li> <li>Any animal excrement or urine is cleaned up promptly.</li> <li>'Hillbans' are contracted to manage the areas' pest control.</li> <li>Waste management under control to ensure no food is left lying around.</li> </ul>	1x4=4 Low
Robbery and violence	Staff and Members of the public	Bow & arrows and axes can be used as weapons. It could be tempting for people to try to steal these items either during or after operational times.	<ul style="list-style-type: none"> <li>All equipment is counted before and after sessions, a missing arrow or axe procedure is in place.</li> <li>All equipment is stored in locked rooms or containers.</li> <li>CCTV in place for 2022 summer season</li> <li>Arrows are stored separately from bows.</li> <li>Provisions to call the authorities in place.</li> <li>Constant radio contact between staff and managers.</li> <li>No lone working takes place.</li> </ul>	1x4=4 Low
Violence and dangerous behaviour	Staff and customers	This type of activity can attract adult groups like Stag and hen parties, work do's etc which can be associated with intoxication and rowdy behaviour. This could lead to injuries of other participants,	<ul style="list-style-type: none"> <li>Participation agreement asks that no participants are to be intoxicated by alcohol and drugs.</li> <li>Intoxicated person will not be permitted to participate.</li> <li>Violent or Dangerous behaviour will not be tolerated, participants showing these signs will be asked to leave.</li> </ul>	1x4=4 Low

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		a disregard for the rules set out or violent/threatening behaviour to staff and others.	<ul style="list-style-type: none"><li>• No lone working occurs on site.</li><li>• A duty manager or senior manager is always on site or nearby, Target sports instructors must make contact if they feel they need help with any of these situations.</li><li>• Provisions in place to call the authorities if required.</li></ul>	
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**Safety Symbols you need to strictly respond to if you see them on a RAMS**

Mandatory PPE to be Worn

Other PPE Advisory according to Risk Assessment

<b>2 Point PPE Plan</b>	 Wear safety footwear	 Safety gloves must be worn			 Protective apron must be worn	 Wear face mask	 Eye protection must be worn			
<b>3 Point PPE Plan</b>	 Wear safety footwear	 Safety gloves must be worn	 Eye protection must be worn			 Protective apron must be worn	 Protective clothing must be worn	 Wear face guard		
<b>4 Point PPE Plan [Low &amp; Medium Risks]</b>	 Wear safety footwear	 Safety gloves must be worn	 Eye protection must be worn	 Wear face mask			 Protective apron must be worn	 Protective clothing must be worn	 Wear face guard	
<b>4 Point PPE Plan [High Risks]</b>	 Wear safety footwear	 Safety gloves must be worn	 Protective clothing must be worn	 Wear face mask			 Protective apron must be worn	 Eye protection must be worn	 Respirators must be worn	
<b>5 Point PPE Plan</b>	 Wear safety footwear	 Safety gloves must be worn	 Eye protection must be worn	 Wear face mask	 Hard hat area			 Protective clothing must be worn	 Wear face guard	 Respirators must be worn

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