

# Butchers Coppice Risk Assessment Document

## Air Rifle Shooting, the Centenary Hut

### FIRE

In the event of a fire you should raise the alarm, get out, stay out and call the fire brigade.  
Please ensure all of your group are aware of the fire evacuation procedures.  
The fire assembly point for the whole site is at the flagpole in the centre of the field.  
Only use fire fighting equipment to aid your escape - do not attempt to extinguish the fire.

### FIRST AID

Each group is responsible for making their own first aid arrangements - appointing someone to co-ordinate first aid and holding an appropriate first aid kit.  
A first aid kit is available in the site office during office hours and site instructors usually carry activity first aid kits.  
All incidents which specifically relate to the campsite must be reported to site staff at the earliest opportunity.

### GENERAL HEALTH & SAFETY INFORMATION

Please familiarise yourself with the content of our information leaflet 'essential information during your stay', which is available from the site office.  
Ensure your group are aware of the 'rules for kids' and 'rules for adults', which can be found in this leaflet.  
Any person found to be in contravention of site rules or causing a nuisance or danger to other visitors will be asked to leave immediately.

### OUR POLICY

Our Child Protection Policy, Equal Opportunities Policy and Health & Safety Policy can be downloaded from our website.

### KEY TO RISK RATINGS

IMPACT: 1 - LOW/MINOR, 2 - MEDIUM, 3 - HIGH/EXTREME  
LIKELIHOOD: 1 - UNLIKELY TO HAPPEN, 2 - COULD HAPPEN, 3 - LIKELY TO HAPPEN

RISK:

1-2	LOW
3-5	MEDIUM
6-9	HIGH

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## Air Rifle Shooting, the Centenary Hut

RISK ASSESSMENT REFERENCE: RA/Act/Air Rifle Shooting  
 MOST RECENT REVIEW: 19-Feb-22  
 MINIMUM STAFFING REQUIRED: 1 Instructor and 1 other adult (to be supplied by the participating group)  
 QUALIFICATIONS REQUIRED: National Small-bore Rifle Association National Youth Proficiency Scheme Diploma (or see page 3)  
 MAXIMUM NUMBER OF PARTICIPANTS: 15  
 PREPARED/REVIEWED BY: Charlie Pike, Operations Team

ACTIVITY	HAZARD WHO IS AFFECTED	CONTROL MEASURES	RISK AFTER CONTROL MEASURES IMPACT x LIKELIHOOD = RISK	MONITORED BY
<b>AIR RIFLE SHOOTING</b>	<b>STRAY PELLETS</b> all persons entering or using the premises	strict range discipline maintained and range enclosed	3 x 1 = 3 <b>MEDIUM RISK</b>	instructor
	<b>EQUIPMENT FAILURE</b> participants and instructors	all equipment checked prior to use all equipment is regularly inspected by site staff	3 x 1 = 3 <b>MEDIUM RISK</b>	site staff instructor
	<b>TRAPPED FINGERS</b> participants	instruction in correct techniques	2 x 1 = 2 <b>LOW RISK</b>	instructor
	<b>LEAD POISONING</b> participants	participants advised to wash their hands after each session	2 x 1 = 2 <b>LOW RISK</b>	instructor and group leader
	<b>PELLET RICOCHET</b> participants	safety glasses to be worn by participants while on the shooting line	2 x 1 = 2 <b>LOW RISK</b>	instructor
	<b>HORSEPLAY</b> participants	participants are monitored by instructors and the supervising adult (provided by the group) - unruly participants are immediately asked to leave the range	2 x 1 = 2 <b>LOW RISK</b>	instructor and group leader
	<b>ACCESSING RANGE DANGER AREA</b> participants	all groups and other visitors inducted in the use of the premises - instructors point out danger areas during safety briefings and monitor participants during the session	3 x 1 = 3 <b>MEDIUM RISK</b>	instructor
<b>ACCESS AND EGRESS</b>	<b>SLIPS, TRIPS, FALLS, OBSTRUCTED DOORWAYS OR WALKWAYS</b> all persons entering or using the premises	all groups and other visitors inducted in the use of the premises and all appropriate signage in place throughout the premises	1 x 1 = 1 <b>LOW RISK</b>	instructor and group leader

<b>FIRE SAFETY</b>	<b>HOT SURFACES, ELECTRICAL EQUIPMENT, GAS SUPPLY, SOURCES OF IGNITION, SOURCES OF FUEL, SMOKING</b> all persons entering or using the premises	all groups and other visitors inducted in the use of the premises - adequate fire precautions in place - group leaders supervising young people - sources of ignition removed - no smoking policy in place - fuel and other sources of combustion strictly controlled	<b>1 x 1 = 1 LOW RISK</b>	instructor and group leader
<b>ELECTRICAL SAFETY</b>	<b>USE OF ELECTRICAL EQUIPMENT OR TOOLS, MOBILE PHONES CHARGERS, RADIO EQUIPMENT, TELEVISIONS, LAPTOPS/NOTEBOOKS</b> all persons entering or using the premises	all equipment should be checked prior to use and well maintained (PAT would be desirable but not essential) - all circuits protected by ACD and RCD - additional RCD should be used if appropriate to risk	<b>2 x 1 = 2 LOW RISK</b>	instructor and group leader
<b>EXTERNAL AREAS</b>	<b>SLIPS, TRIPS, FALLS, OBSTRUCTED DOORWAYS OR WALKWAYS</b> all persons entering or using the premises	all groups and other visitors inducted in the use of the premises and all appropriate signage in place throughout the premises	<b>1 x 1 = 1 LOW RISK</b>	instructor and group leader

## QUALIFICATIONS

for **Scout Groups** please see here for further information:

<https://www.scouts.org.uk/volunteers/running-your-section/programme-guidance/general-activity-guidance/shooting/qualifications/>

for all other visitors you should refer to your governing body and insurer for further guidance