

Riverbend Medieval Society

Victory Village Archery

Riverbend Medieval Society Inc



Document Name:	Victory Village Archery Safety Guidelines
Responsibility:	Riverbend Medieval Society Inc
Effective:	1 st January 2024

Purpose

The aim of this document is to provide a set of minimum safety standards that allows the sport of Archery to be practiced in a safe manner by members of Riverbend Medieval Society and by the visiting members of the public on Fayre/Open days.

Archery safety is a matter of exercising common sense, good judgement and courtesy.

All members are responsible for their own safety and the safety of others. All members should read, understand and abide by this Safety Policy.

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Section 1

Terms and Definitions

Riverbend Medieval Society	The group of medieval re-enactors who attend Victory Village and conduct archery on Fernlea Green.
Victory Village	The physical village and the owners of the village where Fernlea Green is located.
Fernlea Green	The area designated as the venue where archery is practiced it may also be referred to as the range.
Archery Marshal/Range Master	The member appointed at the Riverbend Medieval Society Inc AGM with responsibility for Archery and Fernlea Green. The Range Master may delegate this to a member for a limited time. If archery is being conducted in the absence of the Range Master the most experienced member archer will act as the Range Master for that day.
Member	Any financial member Riverbend Medieval Society Inc.
Visitor	Any member of the public who visits Victory Village at Riverbend. Visitors intending to undertake any shooting must be supervised by the Range Master or delegate.
Bow	Generic term which refers to any type of archery bow used; Recurve, Compound, Longbow, Bare bow or Crossbow. Only Longbow and Recurve bows are permitted on Fernlea Green without the express permission of the Range Master on each occasion.
Arrow	Refers to a shaft (constructed primarily of wood, fibreglass, carbon, or aluminum), consisting of a nock on one end to attach the shaft to the string and a metal point on the other end. This covers both bare shafts and fletched shafts.
Bolt	Name given to any projectile shot from a crossbow. Bolts will be referred to as arrows in this policy.
Release Aid	Any device used (other than the fingers on the hand of the archer) to hold the string and draw the bow and, which can then release the string after some type of triggering system is activated. Release aids are not permitted on Fernlea Green without the express permission of the Range Master on each occasion.
Target	Name of the piece of equipment comprising of a butt, stand and target face/s.
Target Butt	The part of a target designed to stop and hold the arrows.
Target Faces	The aiming point either attached to or in front of the face of the butt.

Section 2

General Safety

- The Range Master and members are strongly encouraged to undertake a regular Risk Analysis of their facilities and activities to identify any potential risks and hazards.
- If there is an identified risk the Range Master in consultation with the Committee of Riverbend Medieval Society and Victory Village should develop an action plan to manage the identified risk.
- If there is the possibility of uninvited public access onto the venue, warning flags must be erected to warn and protect members of the public.
- Shooting must cease immediately if a member of the public or an animal (such as a dog) crosses the shooting range or moves behind the target butts. Shooting may not recommence until all members of the public or animals have reached a safe area. Be courteous to members of the public at all times.
- Covered footwear is recommended to be worn at all times while engaging in the practice of archery.
- Alcohol and drugs must not be consumed by anyone prior to or while shooting. No person may shoot when under the influence of alcohol or drugs.
- Headphones or ear coverings must not be worn while shooting or on Fernlea Green, this may prevent an archer hearing any warning signals.
- Armguards and tight-fitting clothes are recommended for personal safety. Finger tabs, string hand gloves, bow hand gloves and archery chest guards may be used at the archers choice.
- Bows must never be drawn back with an arrow fitted unless the bow is pointed toward the targets, the field is clear of archers and others and the command LOOSE has been given.
- Never aim a bow, loaded or otherwise, at another person.
- Never run on the Fernlea Green - walking pace only, particularly while carrying arrows.
- When crossing Fernlea Green always walk behind all archers on the shooting line. Do not ask a fellow archer to cease shooting so you may cross in front.
- Be careful not to disturb neighbouring archers when shooting or leaving the shooting line. Avoid poking other archers with bow limbs or arrows.
- Archers must regularly check and maintain their equipment. Archers should inspect equipment for cracked limbs and risers, damaged arrows, frayed strings and damaged nocks. It is the archer's responsibility to ensure their equipment is safe to be used.
- Never dry fire a bow (i.e. firing a bow without an arrow attached to the sting).
- All shooting should be under the control of the Range Master or delegate. In the absence of the Range Master a suitably qualified and experienced member must take on the role of Range Master for that day.
- All shooting should be controlled by voice commands from the Range Master or delegate.
 - The Range Master will give a safety briefing to each new group of Archers moving to the shooting line.

➤ Commands used on Fernlea Green

- **LOOSE** you may nock an arrow and shoot at your targets
- **FAST** Stop shooting, let down any arrow you have nocked and wait until it is safe

- Never nock an arrow until you are on the shooting line and the command **LOOSE** has been given
- If the command **FAST** is called stop, let down and wait.
- Never move forward of the shooting line until instructed by the Range Master it is safe to do so.
- Any person present on Fernlea Green may call **FAST** if a danger is present.

➤ Volley Shoot may be conducted at the sole discretion of the Range Master.

- The Commands for Volley Shoot will be as follows

- **NOCK** fit an arrow to the string and get ready
- **MARK** identify your target
- **DRAW** Draw and ready to loose
- **LOOSE** Loose your arrow

➤ Collecting arrows once Safe.

- Always use two hands when drawing arrows from the target and always use the method described below
- Never move forward to collect your arrows before directed to by the Range Master or Delegate
- When approaching a target, look for arrows that may be lodged in the ground.
- Approach the target from the sides to avoid arrows lodged in the ground or in the target
- When pulling arrows from the target, ensure there is no one standing in front of the arrows and always pull arrows out while standing to the side of the butt.
- When you grab the arrow place one hand on the target, grip the arrow nearest to its' point.
- Pull straight back to prevent bending the arrow.
- Make sure there is no one behind the arrow when you pull them out as this really is where the bulk of the accidents happen.
- Never pull an arrow from the target butt toward your face.

➤ Archers must not go behind the Butt to collect arrows without the specific permission of the Range Master.

➤ At no time shall a person cause any interference to an archer or their equipment whilst they are shooting.

➤ Riverbend Medieval Society and Victory Village maintain a stocked First Aid Kit which is in the First Aid Room near the Market Kitchen.

Section 3

Personal Equipment Safety

➤ Arrows

- Wood arrows are preferred on Fernlea Green
- Arrows should be inspected for damage regularly, preferably after each end, particularly carbon arrows.
- Only arrows designed for target or field shooting must be used. Hunting arrows must never be used at Fernlea Green.

➤ Longbow

- The bow must be inspected each time you shoot for damage; such as cracks or faults.
- The bow should be strung only in an approved and safe manner.
- The bowstring should be checked for damage, wear, or faults prior to shooting.

➤ Recurve Bow

- The bow must be inspected each time before you shoot for damage; such as cracks or faults.
- The bow should be strung only in an approved and safe manner.
- The bowstring should be checked for damage, wear, or faults prior to shooting.
- Arrow rests should be checked for damage or wear prior to shooting.

➤ Crossbow

- Crossbow may only be used on Fernlea Green with the specific permission of the Range Master.
- Crossbow owners must comply with Queensland Weapons Licensing requirements.
- Any person shooting a crossbow must be able to provide any permits required by law appropriate within that State.
- Any unattended crossbow must be left in a secure state.
- A loaded crossbow must never be placed on the floor or ground.

➤ Release Devices

- Release devices are not permitted on Fernlea Green

Section 4

Individual Practice

Target

- Members may practice outside of Fayre Days as long as a suitably qualified and experienced member acts as Range Master.

Volley, Running Pig and other targets

- Members may practice these outside of Members or Fayre Days at the sole discretion of the Range Master.

Section 5

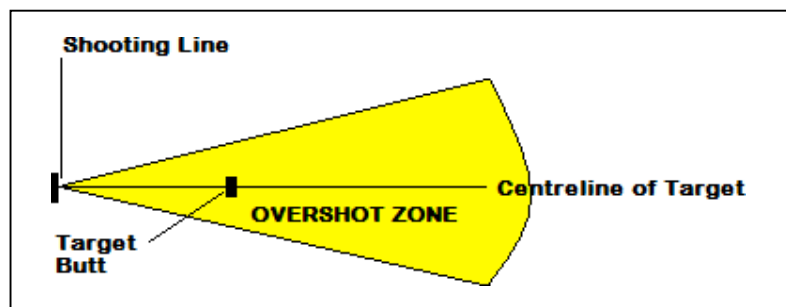
Fernlea Green Layout

Target Field of Archery

- Targets are to be mounted on the backstop wall or in such a way as to utilize the backstop wall.
- Only Targets approved by the Range Master may be used on Fernlea Green.
- The area behind the Butt is closed to members or visitors whilst archery is in progress. Any member wishing to go into this area while archery is in progress must discuss this with the Range Master so that Archery can be stopped until it is again safe.
- The safe Areas either side of Fernlea Green will be marked by Bunting or other method to prevent members or visitors from entering unless it is safe to do so after discussing with the Range Master.
- Mud Map of Fernlea Green is attached in Appendix A

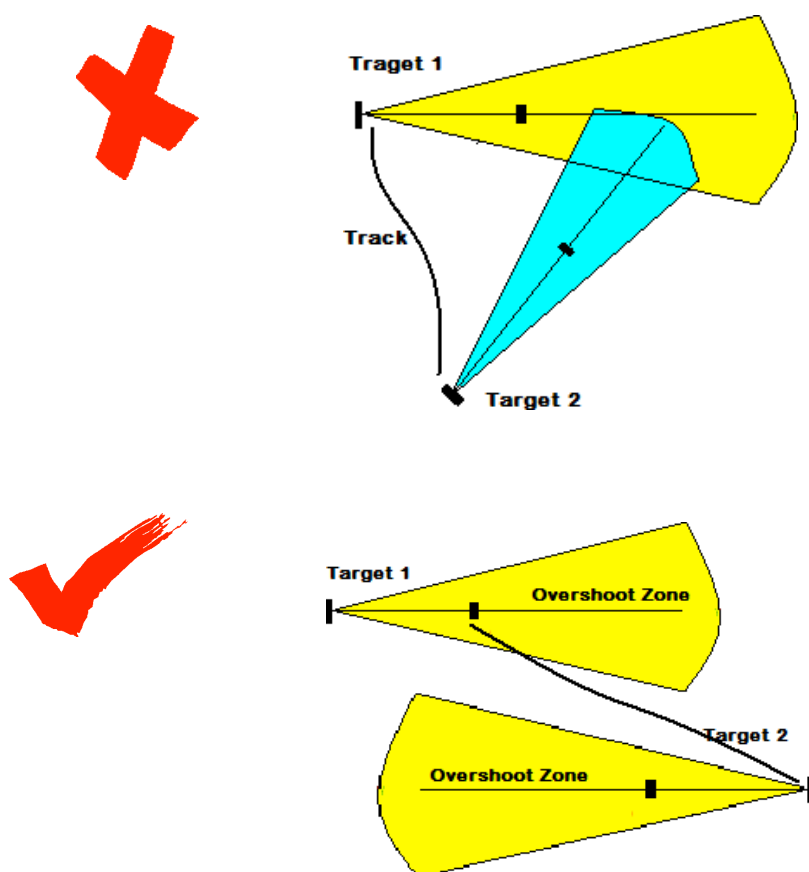
Field Course of Targets

- Field Archery may be set up at Victory Village at the sole discretion of the Range Master after discussion with Victory Village representatives.
- For safety the field course should be laid out to ensure there is no possibility of arrows overshooting into another target shooting/overshoot zone.
- The course should be set out so competitors can easily follow paths and tracks without straying into another target lane or overshoot zone.



- To prevent overshoot hazards each target should be set up using an overshoot zone funnel.
- This overshoot zone should be the same as target archery (50m) unless mounds or backstops are used.

- Extra distance must be added to the overshoot zone when shooting up hill, the steeper the angle the longer the overshoot zone.
- Extra care must be taken if rocks and landscape are within the overshoot zone that may cause a missed arrow to skip or ricochet. This is particularly important with downhill shots.
- The use of backstops and blinds should be considered for steep uphill shots or downhill shots where rocks and landscape may cause skips and ricochets.
- A field course should be set up to ensure there is no possibility of a competitor straying from one target into an overshoot zone of another target.
- A field course should also be designed to avoid placing targets in the overshoot zone of another target.



- If Riverbend Medieval and Victory Village are unable to comply with safety zones they should undertake a risk analysis and establish an action plan to overcome or mitigate any deficiency.

Section 6 Tournaments

Target, Running Pig and Field.

- Target tournaments must be held under the direction and supervision of the Range Master or Delegate.
- All tournaments must be controlled using a Verbal Commands or Agreed to sound signals.
- Archers must only remove an arrow from their quiver and load the arrow on the bow when on the shooting line and LOOSE has been called
- If an arrow falls forward of the shooting line, the archer must wait until all shooting has finished to retrieve the arrow.
- When archers have completed shooting their end, they must step back from the shooting line (behind the waiting line if provided) so that the Range Master has an unobstructed view.
- Clout is not shot at Fernlea Green or Victory Village.

Field Tournaments.

- The field course is to be travelled in only one direction (with target butts ascending in numerical order).
- Archers will only enter the Field Course at the direction of the Range Master or Delegate.
- Archers may only enter and exit the field course via an approved entry / exit point and must keep to the marked tracks.
- There should be no skipping of targets. If archers are held up they should ask permission to shoot through. There must be no doubling-back.
- Archers must never walk back along tracks.
- No archer is to move forward of the shooting position until all archers have shot all their arrows and it is declared safe.

Section 7

Tournament Cancellation and Postponement

In the case of excessive, inclement or dangerous weather conditions or an emergency the Range Master or Delegate will review and determine if the event should be cancelled or postponed.

These weather conditions could include – heat, rain, wind, hail and lightning.

As archery is largely an outdoor sport care must be taken and appropriate action undertaken to ensure the safety of competitors, officials and spectators in extreme weather conditions.

HEAT

Archery being an “outdoor” sport, the risk of heat exposure is ever present. Archers are responsible for their own safety and should take appropriate precautions such as wearing appropriate clothing, hats and long sleeve shirts, use sun screen and drink water on a regular basis.

Tournament organisers should be provided with shade behind the “Waiting Line” at tournaments and provided access to water. Shade should also be provided to participants and spectators.

During tournaments archers spend the majority of the time on the field of play moving to and from the targets and scoring, extra care should be considered such as the use of umbrellas or portable shade.

Organisers of tournaments should also consider the tournament program and an earlier starting time of events to avoid the “heat of the day” or program the tournament outside of times of the year subject to extreme weather conditions.

RAIN

Archers are well known for their ability to “soldier on” in rain and wet conditions. Generally, it is commonly accepted that rain should not cause a cancellation or postponement but the Range Master or Delegate should consider the general safety of competitors, officials and spectators.

Consideration should be given to slip and trip hazards, damage to personal and tournament equipment. In cold and wet conditions consideration should also be given to hypothermia.

WIND

As archery is generally an outdoor sport, wind is ever present and generally an unavoidable part of archery.

Strong gusty winds create hazards in archery, such as blowing arrows from arrow rests, blowing over telescopes, umbrellas, tents, target butts and causing objects to become air borne.

The Range Master or Delegate will determine if wind makes it unsafe to continue.

HAIL

Although not common hailstorms do present a potential risk for serious injury. In many cases hailstorms arrive without warning, although accompanied by dark storm clouds.

Archers, officials and spectators should be immediately evacuated to a sheltered area until the storm has passed.

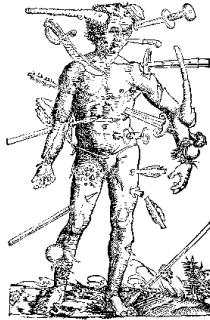
LIGHTNING

Lightning poses a major risk, at the first sign of lightning even in the distance all shooting should immediately cease and the Field of Play should be evacuated until the threat has passed.

EMERGENCY PROCEDURE

Evacuation if required will be directed by the Range Master or Delegate via one or more of the exits from Fernlea Green.

A First Aid Kit is available at the First Aid Room near the Market Kitchen and is marked with the Wound Man Sign.



Section 8 Club and Social Shoots

- All organised shooting at a club must be carried out at the direction of the Range Master or suitably trained and experienced member.
- Archers must pay attention to and cooperate with Officials at all times.

Section 9 Working Bees and Club Maintenance

- **“A RANGE CLOSED”** sign should be displayed prominently on Fernlea Green and all shooting should be stopped during working bees or maintenance on Fernlea Green.
- When general village maintenance or working bees are being undertaken, shooting will take place at the discretion of the Range Master or suitably trained and experienced member.
- General safety rules and care applies when using both hand and powered equipment for maintenance.
- If working at height extra care must be taken and consideration given to use of harnesses.
- Power tools and electrical equipment must be checked regularly to ensure they are in safe working order.

Written by – Mark Marshall

References

Archery Australia Tournament management Policy Archery
Australia and FITA Rules Books

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