



# CRIEFF ARCHERY CLUB

## INDOOR ARCHERY RANGE INFORMATION

Responsible for review of document	Chairperson of Crieff Archery Club
	Crieff Archery Club Committee

	<b>CONTENTS</b>	<b><u>PAGE</u></b>
<b>1</b>	<b>Introduction</b>	<b>2</b>
<b>2</b>	<b>Archery Information</b>	<b>2 - 4</b>

Author & Document Name	Page	Review Date
J Clark/Indoor Archery Range Information	1	August 2026



## 1. Introduction

This document provides general information in relation to shooting on the Indoor Range at the Strathearn Community Campus in Crieff, and should be read in tandem with the club's Indoor Archery Risk Assessment. It must be noted that:

- Crieff Archery Club is affiliated to Archery GB and the Scottish Archery Association and is required to meet the national safety standards for archery.
- The Club is covered by Archery GB public liability insurance
- All archers within the club are members of Archery GB and as such must abide by the association rules and policies

## 2. Archery Information

### Archery Hall

The activity hall within the Strathearn Community Campus designated for use by archers is the Four Court Sports Hall. The hall has three fire exit doors which are alarmed, and a locked sports storage area where the targets and club cabinet will be kept. There is a backstop curtain in place which will be behind the targets when the archery range is in use.

The equipment storage cupboard is locked and will be opened by one of the centre managers for the beginning of the archery session. For any reason, should the cupboard not be opened, then contact the leisure centre reception staff and they will request one of the managers to attend to open it for you.

Risk to archers and the general public is minimized during any archery session given that the roof, walls and backstop curtain in the activity hall provide the control measures of safety required. There is only one entrance/exit door which is behind the archers.

The layout of the indoor range complies with Archery GB safety requirements.

Should a person somehow manage to intrude into the shooting area whilst shooting is taking place, the Field Captain/Rangemaster or any Archer will shout "FAST" at which point all archers will stop shooting immediately, remove arrows from bow, return them to their quiver and await further instructions. Shooting will not commence until the area becomes safe again.

### Shooting

The generic rules of a shooting range are in place in order to operate safely. These include:

Dynamic Risk assessment – The identified Field Captain/Rangemaster will identify any hazards that must be addressed before shooting begins (e.g. requirement for safety notices, any issues in relation to lighting and floors etc.) and will ensure that suitable control measures are in place in order to use the range in a safe manner. No shooting will commence unless any identified risks are addressed. If safe conditions cannot be maintained for both archers and the general public for any reason, then shooting will not be allowed to continue.

Author & Document Name	Page	Review Date
J Clark/Indoor Archery Range Information	2	August 2026



Minimum Numbers – On any day that archery shooting is carried out, there must be a minimum of two persons.

Before and after shooting, all archers return to behind the safety line. An experienced and competent adult archer will act as the Field Captain/Rangemaster and will control overall safety and take control of the archery range. The Field captain/Rangemaster will use a whistle to control the archers. Whistle commands are as follows:

1 x whistle - to approach shooting line and commence shooting

When all archers have finished shooting this end and have returned behind the safety line 3 x whistle – gives the “all clear” notification that its safe for archers to walk to the targets to score and collect arrows.

A loud shout of “FAST” is the emergency signal to all archers to stop shooting immediately, return arrows to their quiver and await further instruction. “FAST” can and should be called by **ANY ARCHER** who notices a potential danger. All archers are reminded regularly that they must remain alert and monitor safety on the range at all times.

All archers are trained to shoot in a disciplined and methodical manner and pose little risk to each other. All archers must complete a comprehensive beginner’s course before they can join the club and shoot. Archers compliance to the rules required to shoot safely is monitored by the Field Captain/Rangemaster at every shoot and any deviations would be addressed immediately.

Indoor Archery club meets are:

Sundays 10:00 – 12:30 & Wednesday 19:00 – 21:00

### **Emergency & General Arrangements**

On club nights, the following applies:

#### **Fire drill/other evacuation procedures**

Fire alarm testing is on a Sunday at closing time. Out with the fire alarm testing, should the fire alarm ring for 10 seconds or more, all members must exit the building immediately and make their way to Fire Congregation Point D which is at the rear of the main car park. A member head count will be taken in order to ensure that all club members have evacuated the building safely. No one will re-enter the building until the Field Captain/Rangemaster has been notified by one of the venue managers that it is safe to return.

#### **First Aid**

Incident Forms and the green First Aid Box are in the club storage cabinet in the store area. All accidents and injuries must be reported to the Field Captain/Rangemaster. Should there be a serious incident, then this must be reported to the leisure centre reception as the centre has first aiders on site and they will need to keep a separate record of any significant incident.

Author & Document Name	Page	Review Date
J Clark/Indoor Archery Range Information	3	August 2026



In an emergency situation, should an ambulance require to be called, then this should be done from the leisure reception area where possible as they will be able to give the ambulance crew all the required location details.

**Toilets**

There are numerous bathrooms and changing rooms in the centre. The nearest to the hall are in the corridor as you approach the hall. The ladies are on the left hand side and the gents are to the right. The disabled bathrooms are within the same corridor area.

**Seating/Chairs**

The hall has a number of low benches within it for general use, and chairs will be brought in prior to the beginning of the archery sessions.

**Refreshments**

There are vending machines, inclusive of a hot drink vendor, available in the canteen section of the building.

**PLEASE NOTE:**  
**ANY CONCERNS DURING AN ARCHERY SESSION MUST BE RAISED IMMEDIATELY**  
**TO THE FIELD CAPTAIN/RANGEMASTER**

Author & Document Name	Page	Review Date
J Clark/Indoor Archery Range Information	4	August 2026