Hazard is anything that may cause harm.

Risk is the chance that someone or something could be harmed by the hazard, measured by combining (multiplying) the likelihood of it happening with its impact (severity). For example, there may be a 'possible' likelihood that someone that is not competent could fall from a ladder (3 rating – see right) combined with a 'moderate' impact of multiple injuries (2 rating), which creates a score of 6 (low risk). However, the risk should be reduced to as low as reasonably practicable (ALARP) through the implementation of control measures, such as ensuring that only trained people climb the ladder.

Dynamic Risk Assessment compliments generic and specific risk assessment. Regardless of completing this risk assessment, it is beholden on the person creating the risk to continue to monitor the activity and the control measures. Any changes to the activity (including the environmental conditions) or the control measures, must be addressed via the mechanism of a dynamic risk assessment such that risks remain ALARP.

1 – Remote / Rare
2 – Unlikely
3 – Possible
4 – Probable
5 – Highly Probable (Almost Certain)

Multiplied by

1 – Minor
2 – Moderate
3 – Major
4 – Severe
5 – Critical

Note: impact number is unlikely to change with control measures

Equals

	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5

Group:	Cadets / DofE / Organised Groups	**Assessor (Name):**	Jordan Stenton
Activity:	Archery	**Assessor's signature:**	
Generic or Specific Risk Assessment:	Specific	**Assessment Date:**	1 May 2023
		Reviewed/updated	27 January 2024
			8 January 2025

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
Ref	**Activity / element** (Step 1a)	**Hazards identified** (Step 1b)	**Who or what might be harmed and how**, e.g. • Participants – injury • Staff - injury (Step 2)	**Existing control measures** (Step 3a)	**Assessment with existing controls**			**Is residual risk acceptable in the context of risk appetite for the activity? (Yes / No) – Refer to Risk Score Calculation above** *If Yes, move to column (n). If No, identify additional controls* (Step 3e)	**Reasonable additional controls that can be implemented to reduce risk to ALARP** (Step 3f)	**Reassessment with additional control measures**			**List required action(s) to instigate controls** (Step 3j)
					L (1 to 5) (Step 3b)	**I (1 to 5)** (Step 3c)	**Score (L x I)** (Step 3d)			**L (1 to 5)** (Step 3g)	**I (1 to 5)** (Step 3h)	**Score (L x I)** (Step 3i)	
1	Archery	Range safety	Participants	Range layout, rules and safety – inc. words of command - briefed at start of session and repeated during session as appropriate. Areas used for Archery checked prior to commencement and unnecessary hazards removed from the area as appropriate. Any potential hazards pointed out. Shoot line and safety line clearly marked and explained.	1	3	3	Yes					Instructors to check and control throughout.
2	Archery	Participant injury	Participants	Instructors positioned to observe all participants.	2	4	8	Yes					Instructors to check and control throughout.

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				Clear instruction and demonstrations given for all aspects of the session. Correct shooting technique taught. All participants undertake guided shoot to check for safety. No running on the range at any time. Arrows to point down range, towards the ground at all times (except when removing from the targets), even when not on a bow. All participants instructed to stay									

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
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				behind the safety line if not shooting. Participants to wear arm guards on the inner forearm of the arm holding the bow. Participants Participants provided with bows of appropriate draw strength; and arrows of appropriate length. Participants and guardians must not be under the influence of Alcohol or drugs.									
3	Archery	Handling equipment - Participant injury	Participants	Bows and arrows separated when not in use.	2	3	6	Yes					Instructor to check and control throughout.

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				Participants briefed and instructed on how to hold and use equipment correctly. All equipment to be checked by instructors prior to use. Damaged equipment to be withdrawn from service until repaired - or decommissioned. Participants briefed and instructed on how to safely remove arrows from targets.									
4	Archery	Overshoot of arrows	Participants/ staff - injury	All personnel made aware of impact zones – and informed when sessions are in progress.	1	5	5	Yes					Instructor to check and control throughout.

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				Nets defining the back of the range catching most common overshoots and wayward shots. Instructor to brief and stop anybody who purposely shoots over the netting from continuing the session.									
5	Archery	Spectator injury	Spectator injury	By-standers restricted to safe viewing area. Approaches to the range monitored and shooting to be halted as necessary.	1	3	3	Yes					Instructor to check and control throughout.
6	Archery		Participants/ staff/spectator - injury	The Range will be conducted on a pre-recce'd suitable piece of land.									Instructor to check and control throughout.

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				Flanks of overshoot area markings exaggerated to ensure early warning of walk into to impact area.									

Authoriser (See risk management table on next page)	**Name**	**Post**	**Date**	**Signature**
Existing and additional controls agreed	Jordan Stenton	Tangier Wood Director	8 January 2025	
Where risk score is over 15 Tangier Wood Director to verify suitability of proposed controls and confirm additional controls are implemented.				

NOTES

Risk = Likelihood x Impact

Likelihood		Definition
5	**Highly Probable (Almost Certain)**	Is expected to occur in most circumstances
4	**Probable**	Will probably occur at some time, or in most circumstances
3	**Possible**	Fairly likely to occur at some time, or some circumstances
2	**Unlikely**	Is unlikely to occur, but could occur at sometime
1	**Remote / Rare**	May only occur in exceptional circumstances

Impact		Example (Health Safety, Environment & Safeguarding)
5	**Critical**	• Fatality or permanent, life changing injuries to an individual. • Incident causing a major environmental impact. • A serious safeguarding incident which may have a life altering effect
4	**Severe**	• Injuries which have a short-term impact on normal way of or quality of life. • Moderate damage to an extended area and/or area with moderate environmental sensitivity (scarce/ valuable) requiring months of remediation. • Increased safeguarding risk (cadet lone travelling) / Multiple safeguarding incidents
3	**Major**	• Injury requiring the emergency services. • Moderate damage to an area, and that can be remedied internally. • Actions which may create strain on the safeguarding supervision of cadets (low ratios or remote supervision etc)
2	**Moderate**	• Injury requiring first aid • Damage to an area that will be immediately repaired. • Normal activity that has the potential to escalate (eg cadets in accommodation leading to horseplay)
1	**Minor**	• Small amount of physical exertion • Unnoticeable or self-repairing damage to non-protected environment/

Step 4 - Review the generic risk assessment and update if necessary - All generic risk assessments should be regularly reviewed at a frequency proportional to the risk prior to any controls being proposed. In practice generic risk assessments should be reviewed at least annually, or more frequently:

- where required by local instructions/procedures;
- if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work;
- if there is reason to doubt the effectiveness of the assessment.
- following an accident or near miss.
- following significant changes to the task, process, procedure, equipment, personnel or management.
- following the introduction of more vulnerable personnel (e.g. persons under 18 or pregnant persons).

Risk Rating	How Risk should be managed
1 – 4 (Very Low)	**Review periodically** to ensure conditions have not changed and working within ALARP and risk appetite.
5 – 9 (Low)	
10 – 12 (Medium)	
15 – 16 (Medium to High)	**Good risk mitigations** to ensure that the impact remains ALARP and tolerable. Re-assess frequently to ensure conditions remain the same.
20 (High)	**Requires active management** – review of desired outcome with additional resources or change to output requirements.
25 (Very High)	**Exceptional Circumstances** must have demonstrable positive impact which is unachievable with lower risk.