

# Newbury And Thatcham Archers



## CLUB RULES

## GENERAL

*The club rules form part of the club's contract of civil liability insurance; please take time to read and understand them. Any breach of these rules may result in disciplinary action being taken.*

### **MEMBERSHIP**

Membership is open to all competent archers over the age of 12 who have either successfully completed an official club training course or who are judged by a committee representative to be a competent and responsible club archer.

### **EQUALITY, GENDER REASSIGNMENT AND WHISTLE-BLOWING POLICIES.**

The club abides by the National Small-bore Rifle Association Equality, Gender Reassignment and Whistle-Blowing Policies, copies of which are available at the NSRA website at [www.nsra.co.uk](http://www.nsra.co.uk).

### **PROTECTION OF CHILDREN AND VULNERABLE ADULTS.**

It is the policy of Newbury and Thatcham Archers that the protection of children and vulnerable adults is everyone's responsibility.

Full and Probationary Club Members under the age of 18 years or those with special needs must be accompanied by a parent or legal guardian at all times that they are at any club venues.

It is the responsibility of all club members to ensure that the club's rules for the protection of children and vulnerable adults are adhered to at all times.

Any member who has any concern that abuse is taking place at club venues during club shooting sessions should bring the information to the attention of a member of the club committee (for contact details see the club website). The club committee must take seriously any report of abuse and instigate appropriate action.

## SAFETY

The following club safety rules must be adhered to when at any club venues.

*Every member has a duty of care to ensure their actions do not compromise the safety of themselves or others. Any breach of these rules may lead to the disciplinary procedure being invoked and the archer in question not being covered by our insurance.*

***Shooting Alone:*** *Our Insurers now consider this to be unacceptable and will not provide cover for solo shooting.*

- No Archer should shoot alone at any of our venues but must always be accompanied by at least one other adult full member who can act as Field Captain. See below for the requirements of the Field Captain.
- When shooting in a group of two or more, one archer will need to be designated as the Field Captain. The role of Field Captain can be passed from one archer to another during the session to ensure all have the opportunity to shoot.
- Members shooting will need to arrange amongst themselves who is the Field Captain at any point.

***Field Captain:*** Our insurers require us to have someone responsible for safety and activities when shooting. This role is known as a Field Captain and needs to be full member at least 18 years old.

*In general, for shooting at Enborne Road and Wash Common Scout hall, the requirements are straightforward:*

- Be confident in your ability to identify hazards and address safety concerns
- Be familiar with the rules of the club
- Lookout for hazards, such as persons or animals who could be hit by an arrow, and be aware at all times of what is going on
- Warn others of danger, such as shouting 'FAST' or if in the woods, blowing a whistle three times
- Take the lead in shooting and collecting arrows, such as blowing a whistle or calling out when it's safe for these to take place
- In the event of sudden illness or accident, organise appropriate assistance which may include calling for an ambulance.

If you're the allocated Field Captain you cannot shoot until someone else is available to temporarily stand in for you, then you can take your turn on the shooting line. The person standing in doesn't have to be a full member (although they still have to be at least 18 years old) but you, as Field Captain, must satisfy yourself they are capable.

As field shooting at Mary Hare woods and Long Lane Gully is different due to potentially going around the course in several groups, the Field Captain will need to ensure they have appointed a stand in in every group. Unlike at other venues, this person must be

a Full Member at least 18 years old as there are additional safety rules when field shooting.

- **Smoking Policy:** The schools that own the grounds we use have a strict no smoking policy. Because of this, and for the health and comfort of fellow archers, please refrain from smoking or vaping at any of NATA's venues.
- **Crossbows:** are not permitted at any club venue.
- **Compound Bows:** Prior permission from the committee is required before shooting a compound bow; in addition to the club rules, you must also comply with the following for a compound bow:
  - The maximum (peak) draw weight is 60lbs.
  - Do not "draw down" i.e. do not draw the bow pointing above the horizontal axis and drop down onto the target with your sight. Draw pointing to the ground in front of you and once at full draw, come up onto the target.
  - Be mindful of the power of your bow; at 60lbs draw weight an arrow can travel close to 900yds.
  - Special rules apply at the Enborne Road archery field, see Venue Specific rules.
- **Full carbon arrows:** are *only* permitted at Long Lane Gully, Mary Hare School and the 1<sup>st</sup> Wash Common Scout Hut. Composite carbon/aluminium arrows are permitted at Enborne Road.
- Always check your equipment before shooting, do not shoot with a bow showing any damage / fatigue or cracked, bent or damaged arrows.
- When target shooting, archers should ensure a safe distance between adjacent targets. Unless all archers are collecting

arrows together, at least 50 yards (46 meters) must be allowed between adjacent targets.

- If you see something potentially dangerous, shout "FAST". If necessary, the call should be repeated by other archers to ensure everyone has heard and stopped shooting.
- At the shout "FAST", do not release the arrow in your bow, stop shooting immediately and bring the bow down slowly/safely and return any unshot arrows to your quiver.
- When waiting your turn to shoot, always wait quietly at a safe distance behind the shooting line or mark.
- Do not distract a person engaged in shooting.
- You must not draw your bow, with or without an arrow, except when standing at the shooting line or mark. If an arrow is used, you must only aim toward the target and be sure that the field is clear both in front of and behind the target. If you have any doubts, do not shoot.
- Do not attempt to retrieve arrows from beyond the shooting line or mark until the field captain has given clearance to do so.
- When walking forward (never run) to retrieve arrows, always move forward in a group and take care not to walk on arrows that have fallen short of the boss.
- When pulling arrows from the boss, ensure nobody is standing behind the arrows being pulled.

### **Never:**

- 'Dry fire' a bow, it will damage the bow and may also cause injury.
- Stab, throw or fool around with arrows as they can cause injury.

- Loose an arrow straight up into the air or when you cannot see where it will land.

## VENUE SPECIFIC RULES

The Club has four venues:


- Enborne Road: Target and clout shooting.
- Mary Hare School Woods: Field shooting.
- Long Lang Gully: Field shooting.
- 1<sup>st</sup> Wash Common Scout Hut: Indoor target shooting.

**Enborne Road:** Archery Warning Signs are located in the equipment container and these must be displayed in prominent positions on all sides of the shooting area at the outside edge of the safety margin at all times that shooting is in progress. There is also a sign beside the gate which must be affixed to the gate itself.

- Shooting must not take place within 20 yards (18 metres) of any boundary of the playing field.
- All target shooting lines must be per the diagram below. If shooting is taking place diagonally across the field for any reason, the shooting line straight across the field must be advanced so that it is not behind the diagonal shooting line.
- The maximum shooting distance across the field (that is with the new houses behind you) is 60 yards (55 metres). There must be a safety margin of at least 50 yards (46 metres) beyond the bosses to allow for arrows that miss the target. Target spacing is to be at least 5 yards (5 metres). All arrows are to be collected at the same time, under the direction of a Field Captain.
- Under normal circumstances archers wishing to shoot complete rounds up to 60 yards (55 metres) will have priority using

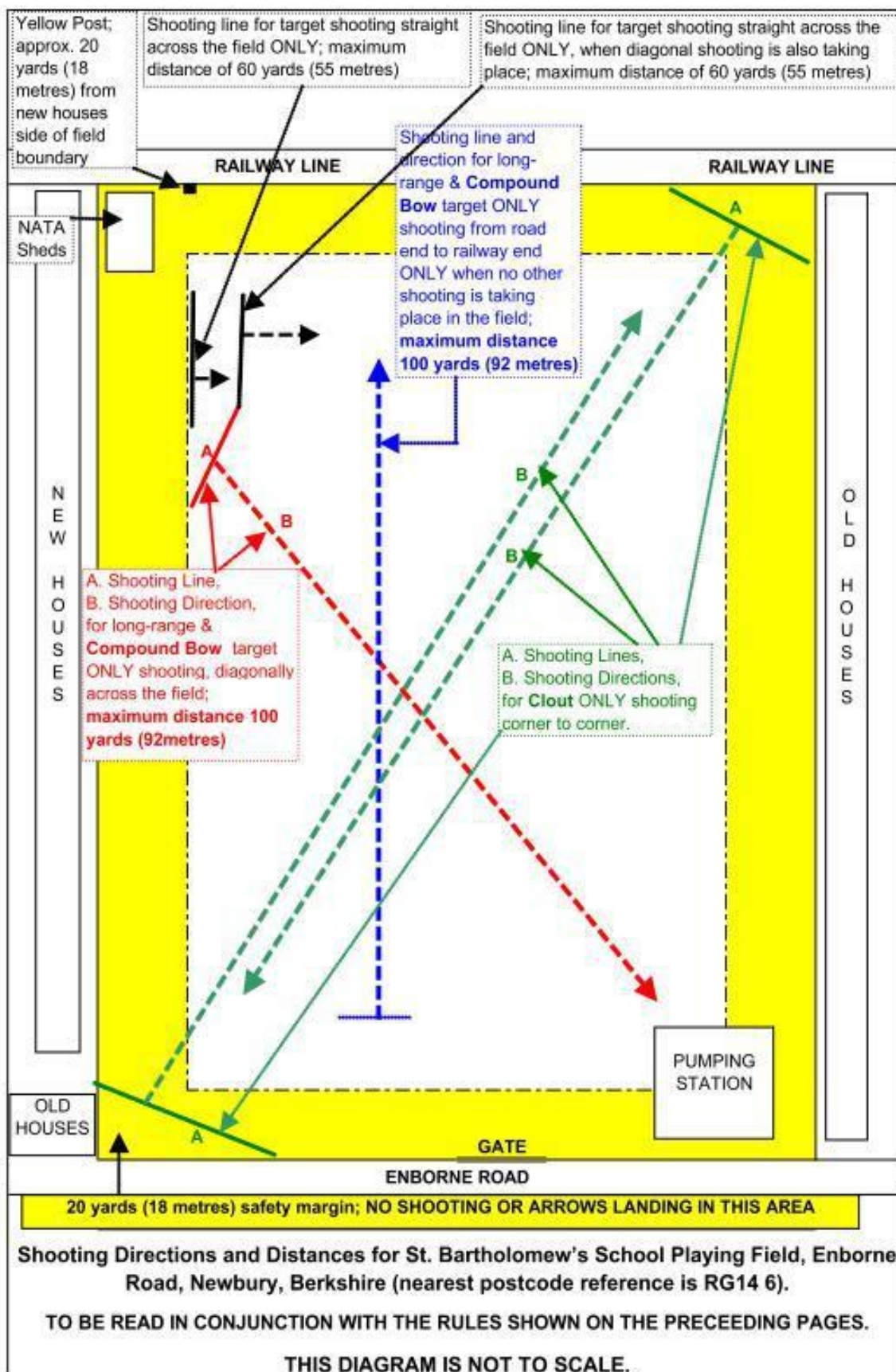


the area of field nearest the shed. Members wishing to shoot other than in rounds must either, (a) maintain a 50 yards (46 metres) margin between themselves and the archers shooting in rounds or (b) collect arrows at the same time as those shooting rounds.

- Target shooting at ranges greater than 60 yards (55 metres) may only take place when space allows. Shooting must normally be done diagonally across the field (with the shed behind you and towards the pumping station near the road). When there is no other shooting taking place in the field, shooting may take place from the road end towards the railway end in a position indicated by the  symbol on the following venue diagram. There must be a safety margin of at least 50 yards (46 metres) beyond the bosses to allow for arrows that miss the target. The maximum shooting range is 100 yards (92 metres).
- **Compound bows** may only use the target pictured below (do not use the straw bosses) and place it only on the ground (do not try to elevate it on a target stand). Please take note that compound bows may be shot **ONLY** from the shooting lines and in the shooting directions shown in the diagram below and strict observance of the maximum shooting distance must be adhered to in order for safe overshoot.



- Clout shooting may only take place in the presence of an archer experienced in this type of shooting. It may be done only diagonally from the shooting lines located tightly in the corners of the field and towards the positions that are slightly off-centre of the field, as shown on the following venue diagram. Target shooting has priority.



**Field Archery:** Our venues are not fenced off and members of the public can, and do, occasionally enter the woods; to reduce the chance of an accident additional rules apply.

- Shooting is only allowed at the designated dates and times; *non-compliance will result in expulsion from the club.*
- Each archer must be equipped with a whistle.
- At Mary Hare woods there are signs stored behind the trees at either end of the main footpath which must be positioned on the path to warn anyone entering that shooting is in progress.
- Always keep to the marked path from each target to the next shooting stand.
- Never stand forward of an archer about to shoot.
- Always leave one clear boss between groups of archers i.e. a group will shoot on boss 1, there must be no one shooting on boss 2, next group will shoot on boss 3.
- Whilst someone else is shooting it is your responsibility to keep your eyes, ears and mind alert for possible danger.
- When searching for lost arrows one adult member should remain standing in front of the target.
- Keep the course free of litter, respect the property and never shoot at anything on the course but the targets.
- The woods are occasionally used by others, for example school pupils out for a run at Mary Hare, so always keep a lookout for any other people in the woods and remember that the pupils of the Mary Hare School have impaired hearing. All archers must keep an eye out for persons inside the woods; if any are seen:
  - Cease shooting immediately, shout 'FAST!'
  - Blow a whistle loudly three times to gain their attention and also to warn other groups of the potential danger.

- All archers who hear the three whistle blasts must stop shooting and return any unshot arrows to their quiver until the all clear signal is given.
- Approach the person if possible and politely warn them that archery is taking place and they are in danger.
- One archer will escort the person to a place of safety
- When the person or persons are safely out of danger, the archer who has escorted them will return to their group and give the 'all clear' signal by one continuous blow lasting several seconds.
- No archer will shoot until the 'all clear' is given.

**Snelsmore Common Car Park (Mary Hare School):** As we use a public car park we must ensure the peace of mind of others.

- All bows to remain unstrung (compound archers should use a bow lock) and preferably inside a 'bow sleeve' or similar until in the MH woods.
- Arrows should be completely covered, a plastic bag over the top of your quiver is ideal.
- All archers should meet in the woods and not in the car park; when competitions are held a member will remain at the car park entrance to direct others to the meeting point.
- Do not leave any broken or partial arrows in bins or anywhere else in the car park; please take them home for disposal.
- When returning to the car park cover bows and arrows before leaving the woods and place them discreetly in your vehicle.
- Anyone carrying a knife for the purpose of removing arrows must keep it out of view at all times when not on the course and should familiarise themselves with the Offensive Weapons Act 2019.

## CODE OF CONDUCT

We have an absolute zero-tolerance policy towards attacking a person or group based on (but is not limited to): race, ethnicity, nationality, religion, disability, disease, age, sexual orientation, gender, or gender identity. Likewise, any form of harassment, abuse or intimidation of others is entirely unwelcome. We don't tolerate promotion of self-harm or encouraging others to participate in activities that might bring them to harm, including activities that are considered illegal by law.

We don't tolerate spam, third party promotion of businesses or services and third-party advertising online. If you share anything that we consider as defamatory of any person, deceiving of others, is obscene, offensive, threatening, hateful, inflammatory or promotes sexually explicit material or violence, we reserve the right to determine (entirely at our discretion) whether your contributions are a breach of our guidelines. As a consequence, we reserve the right to hide or delete comments made on our channels, as well as block users from accessing our channels, if we feel the above guidelines haven't been followed. We also reserve the right to send any comments we deem appropriate to the relevant authorities for investigation as we feel necessary or is required by law.

## PROBATIONARY MEMBERS BEGINNER COURSES

NATA encourages an atmosphere of mutual respect for all during the clubs probationary members beginner courses. The club will not tolerate disrespectful, disruptive or bad behaviour on the part of any Probationary members (or appropriate parent or guardian where applicable) attending the courses.

If any Probationary Member (or appropriate parent or guardian where applicable) fails to comply with any of the club rules and regulations, then NATA reserves the right to terminate the Probationary Members training at any time with a full refund of any subscriptions paid.

The designated Field Captain has overall and final command of the shooting range and their instructions must be complied with at all times.

Each individual probationary archer (and the appropriate parent or guardian where applicable), is responsible for paying attention to and ensuring compliance with all rules and regulations.

In the event that any probationary member (or appropriate parent or guardian where applicable) feels that they have any cause for complaint in respect of any other person involved in the course session, they should in the first instance approach the lead trainer with a view to resolving any issue(s). Should this approach not resolve the issue(s) that have arisen then the aggrieved party should immediately request a Grievance Form from the club representative in charge of the session attendance register. The aggrieved party must complete section 1 of that form and return it to the said club representative for immediate action to resolve the matter. The decision of the Disciplinary Sub-Committee convened for the resolution of any such incident shall be final.



## CIVIL LIABILITY INSURANCE

The club has civil liability insurance cover (which includes public liability) through an affiliation to the National Small-bore Rifle Association. This provides indemnity to the money limits shown in the 'Certificate of Club Insurance' attached to the equipment containers notice boards and posted on the club website.

The terms and conditions of the insurance cover in so far as they affect individual members, can be summarised as follows:

### THE INSURED

1. All fully paid up full and probationary members, and all honorary full members who have submitted a membership renewal form; if subscriptions have not been paid or renewal forms not submitted, the member is not insured.
2. All members' guests, provided that the 'Members Guest' rules below are followed.
3. All officers and employees of the club, and volunteers who assist at club events provided that their name and address has been entered onto the event visitors list and they have signed against their name.

### WHEN COVERED

Cover applies when the insured as defined above is shooting at the club's designated venues, in accordance with the club's constitution, safety and other rules, as published on the club website and on the equipment containers notice boards and advised to members from time to time.

## **COVERS PROVIDED**

Public/Products Liability: protection against legal liability for bodily injury to a third party and/or damage to third party property (excluding Abuse), Professional Indemnity, Employers' Liability, Officers' & Committee Liability, All Risks. Member to member cover is automatically included. All subject to the monetary limits of indemnity, exceptions and excesses published separately.

*This is not a personal accident insurance.*

## **REPORTING AN ACCIDENT/INCIDENT**

It is a condition of the club's Civil Liability Insurance policy that in the event of an accident or any circumstance likely to give rise to a claim, members must immediately notify one of the club Insurance Liaison Officers, who will enter the incident into the Club Accident Book and will report it to both the NSRA & the NSRA's insurance broker within 30 days of the incident. Contact details for these officers can be found in the current year's Club Officers list and in the Reporting of Accidents & Incidents Notice, which is posted onto the containers notice boards and the club website

Members should report incidents that may potentially form part of policy cover regardless of whether they think that they or the club are liable.

Circumstances include, but are not limited to:

- A fatal accident.
- An injury requiring referral to hospital either immediately or at a later time,
- Allegation of libel or slander,
- Allegations of professional negligence or faulty advice.

No admission, offer, promise, payment or indemnity shall be made or given by or on behalf of the Insured without the written consent of insurers.

In the event that the insurer refuses a claim because member(s) did not report an incident promptly enough, the member(s) concerned will be held personally liable for the payment of any claim made against the club in connection with the incident.

## **MEMBERS' GUESTS.**

Under certain circumstances Club members can invite non-members as guests to shoot with them at the Club's venues. The rules can be found on the website along with the Guest form which should be downloaded and completed and emailed in advance to the Club's insurance officer.