

# RISK ASSESSMENT: Crossbow Shooting

Completed by: Activities Management Team

Date: 18/12/2025

Review Date: 18/12/2026

What is the Hazard?	Who may be harmed?	How might people be harmed?	Risk Rating			Control Measures in Place	Remaining Risk		
			Probability	Severity	Risk		Probability	Severity	Risk
Slips, Trips, and Falls	All	Cuts, grazes, bruises	3	2	6	<ul style="list-style-type: none"> <li>All equipment not being used is put away in the store.</li> <li>All participants instructed to wear appropriate footwear.</li> <li>Participants warned about exposed tree roots and potential hazards.</li> </ul>	1	2	2
Exposure /Hypothermia and Sunburn	All	Sunburn, high temperature and dehydration.	3	3	9	<ul style="list-style-type: none"> <li>Staff and participants urged to make sure they have suitable clothing for the weather and activity.</li> <li>Staff and participants to drink plenty of water.</li> <li>Sun cream applied when needed.</li> </ul>	1	2	2
Group Behaviour	All	Loss of control of the group, participants being distracted/not listening.	3	2	6	<ul style="list-style-type: none"> <li>Group leaders are to ensure that the group is always under control.</li> <li>Instructor is to stop the session if the participant's behaviour is dangerous.</li> <li>Instructor to check with group leader to if there at the start of the session for any neurodiverse participants and ensure control measures are in place to appropriately manage their needs.</li> </ul>	1	2	2
Unauthorised Access	All	People wandering on to the range unaware of what it is could result in standing on a live range.	4	4	16	<ul style="list-style-type: none"> <li>Clear signs to be posted at all access points stating, 'No Admittance to Unauthorised Persons.'</li> <li>All access points to be locked when the activity not in use.</li> <li>The range is constructed in an appropriate area for the nature of the activity.</li> <li>The range is marked so that no one can access it without knowing they're stepping onto the range</li> <li>Boundary fence around the range to prevent accidentally walking in front of the shooting line.</li> </ul>	1	4	4
Bolts in the target or on the ground	Persons collecting the arrows	Cuts, grazes, impact wound	3	3	9	<ul style="list-style-type: none"> <li>They are instructed to make sure they walk to the side of the range, not down the middle when approaching targets.</li> <li>They are to make sure they remove the Bolts from the target first, then pick up any off the ground.</li> <li>Ensure no-one is standing in the close area around target is clear before pulling them out.</li> </ul>	1	3	3

## RISK ASSESSMENT: Crossbow's

What is the Hazard?	Who may be harmed?	How might people be harmed?	Risk Rating			Control Measures in Place	Remaining Risk		
			Probability	Severity	Risk		Probability	Severity	Risk
<b>Misuse of Bolts</b>	All	Cuts, grazes, puncture wound	3	4	12	<ul style="list-style-type: none"> <li>Participants are instructed to make sure the Bolts are always pointing down range.</li> <li>Participants are shown how to correctly load the bow.</li> <li>Instructor manages the shooting line whilst bolts are being collect and ensures no one will pick up a bow until firing range is clear.</li> <li>The instructor makes sure that all the Bolts issued are collected back in at the end of the session.</li> <li>Participants do not have access to bolts until they are sat at the shooting line.</li> <li>Ferny Crofts only supplies long length Bolts to reduce the risk of misfire.</li> <li>Bolts are locked away when the range is not being supervised by an instructor.</li> </ul>	1	4	4
<b>Misuse of Crossbow</b>	All	Bruises, grazes	3	2	6	<ul style="list-style-type: none"> <li>Make sure that the bows are not taken off the shooting line.</li> <li>The participants do not have access to the bows when they are not being supervised.</li> <li>Participants are instructed not to approach the bows unless told to do so by instructor.</li> <li>Participants are instructed not to dry fire the bows.</li> <li>A NSRA qualified Crossbow instructor always oversees the range.</li> <li>Participants are instructed to keep the bows always pointed down range.</li> </ul>	1	2	2
<b>Equipment Failure</b>	All	Bruises	3	2	6	<ul style="list-style-type: none"> <li>All equipment is inspected periodically and anything faulty is removed from use immediately, recorded and repaired or replaced.</li> <li>All equipment is checked by the instructor prior to being used. Items deemed to be faulty are removed from use immediately, logged and placed in the quarantine bin. As per policy 5.3 faulty or damaged equipment.</li> </ul>	1	2	2
<b>Overshoots and Side Shoots</b>	All	See above	3	4	12	<ul style="list-style-type: none"> <li>Participants given clear instruction on the direction of shooting.</li> <li>Physical stop behind targets to stop stray Bolts.</li> </ul>	1	4	4

## RISK ASSESSMENT: Crossbow's

What is the Hazard?	Who may be harmed?	How might people be harmed?	Risk Rating			Control Measures in Place	Remaining Risk		
			Probability	Severity	Risk		Probability	Severity	Risk
Human Error	All	Instructor complacency and loss of focus could put everyone at risk.	3	3	9	<ul style="list-style-type: none"> <li>All instructors hold a NSRA qualification for Sport crossbow and are in house trained by a competent person and observed before running the session alone.</li> <li>All instructors are regularly monitored to ensure procedures are complied with.</li> <li>All instructors are aware of where risk assessments and operating procedures are stored.</li> <li>Where possible, instructors to only work the same session twice in one day.</li> <li>Instructors made aware of any changes to activity, via activity change sheet.</li> <li>Qualification refresher required every 5 Years.</li> </ul>	1	3	3
Incorrect cocking of string	All	Puncture wounds, cuts lacerations	3	4	12	<ul style="list-style-type: none"> <li>All persons are to cock the bow using the cocking rope.</li> <li>Person shooting is to pass bow to a partner stood behind to cock it for them.</li> </ul>	1	4	4
Crossbow being stored strung and/or cocked	Staff	Cuts, lacerations	2	3	6	<ul style="list-style-type: none"> <li>The instructor checks at the end of the session that the bow has been de-strung.</li> </ul>	1	3	6
Impact from Bolt	All	Bruises, puncture wounds	2	4	8	<ul style="list-style-type: none"> <li>All participants are notified that bolts could bounce back from the targets.</li> <li>The instructor gives clear and simple instructions on the rules of the range.</li> <li>Participants are always supervised by a qualified instructor.</li> <li>Instructor checks that everyone has understood the rules before continuing.</li> <li>Access to the range is controlled.</li> <li>Access to Bolts is controlled by instructor.</li> <li>Signs warning people of the danger if they enter the area.</li> <li>Instructor checks bows are clear before group collect bolts.</li> </ul>	1	4	4

## RISK ASSESSMENT: Crossbow's

<b>Level</b>	<b>Likelihood Factor</b>	<b>Severity Description</b>
<b>1</b>	Very Unlikely	Insignificant – no injury or no first aid required.
<b>2</b>	Unlikely	Minor – minor injuries requiring first aid such as cuts, grazes, bruising.
<b>3</b>	Fairly Likely	Moderate – injuries resulting in up to three days' absence from work.
<b>4</b>	Likely	Major – injuries resulting in a week or more absence from work, for example broken bones, deep cut etc.
<b>5</b>	Very Likely	Catastrophic – amputations or death.

<b>Remaining Risk Level</b>	<b>Description</b>
<b>1-5</b>	Very low, minimal risk, control measures more than adequate
<b>5-10</b>	Low, control measures satisfactory
<b>10-15</b>	Medium, control measures adequate
<b>15-20</b>	High, control measures need further consideration
<b>20-25</b>	Very high, intolerable, stop Job