

Lincoln Adventure Centre		Used for Archery		
This Risk Assessment should be read in conjunction with the generic assessment for ARCHERY				
Customers usually meet at the centre at the beginning of the day or course, occasionally staff collect customers from nearby hotels or the train station.				
Limited car parking is available at the centre				
There are changing facilities and toilets at the centre				
First aiders are present when the site is open and a first aid kit is available in the main building and on all powerboats				
GENERIC OFF SITE RISKS				
Hazard	Risk LMH	To Whom	Control Measures	Residual Risk
Travel to/from location	M	Staff + Participants	Ensure drivers are experienced in the use of company vehicles Ensure all passengers are wearing seat belts prior to departure Ensure driver knows the intended route and expected time of arrival/departure Ensure driver departs in good time	L
Vehicle breakdown	M	Staff + Participants	Ensure all vehicles are fuelled prior to journey Ensure vehicles are covered by appropriate breakdown/accident recovery scheme	L
Road traffic accident	M	Staff + Participants Public	Ensure drivers are experienced in the use of company vehicles Ensure all passengers are wearing seat belts at all times Ensure every vehicle has a first aid kit Ensure vehicles are covered by appropriate breakdown/accident recovery scheme	L
Car parking	M	Staff + Participants Public	Ensure drivers are aware of site specific details including where to park Ensure vehicles are parked in appropriate areas Ensure all valuables are removed and/or hidden from view while parked	L
The centre is situated alongside the A46 bypass just outside Lincoln although access is off Thorpe Lane in North Hykeham				
There is limited parking on site - please refer to the separate risk assessment for car parking at Lincoln.				
SITE SPECIFIED RISKS				
Unloading, changing & kitting up	M	Staff + Participants	Customers are requested to 'sign in' prior to participation Customers are to use the changing facilities provided at all times Ensure any personal kit is packed away as soon as possible to avoid slips and trips	L
Walking to archery area Can be slippery in the wet and/or ice	H	Staff + Participants	Ensure all participants are briefed prior walking to the field area Staff should consider gritting the area if required in icy weather using the grit provided at this time of year Ensure group are supervised while on the road way	L
Archery field	M	Staff + Participants	Ensure all participants are briefed prior to commencing this activity that they must stay behind the safety line Ensure all participants are briefed in the correct use of the bows prior to commencing activity	L
Conclusion of activity	M	Staff + Participants	Remind all participants to be carefull while walking back to the centre Ensure groups of people under 18 years are supervised while returning to the centre Use the designated debriefing area on the block paving in front of the reception building to debrief groups. Remove all arrows and secure these if leaving the area for a break	L
Mobile phone coverage is GOOD				
Radio coverage (person to person) is GOOD				
Nearest TELEPHONE is in the reception area				
Key to risk value - L=Low M = Medium H = High				
Prepared by - STEVEN POULTON for ACTIVITIES AWAY				
Last Update 01/12/2010				
Next update 01/12/2011				
Unless work practices change before review date				

