

GDB - Risk Assessment - Knebworth House - June 2025									
Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measure	Severity	Likelihood	Risk with Control Measure
Pedestrians in car park	Bodily injury/tripping hazard Impact between person and vehicle	All	3	2	6	People to be aware of their surroundings	3	2	6
The normal hazards of Archery e.g: stringing bow, loosing arrows, carrying arrows	Body injury.	All	3	3	9	The Normal Rules of Shooting will be applied. Field to be set up as per committee's agreed layouts. Arrows to be carried safely in the hand or in quiver.	3	1	3
Waiting/shooting line trip hazard	Risk of trip injury	All	3	2	6	Members made aware of trip hazard and lines to be pinned down at suitable intervals to prevent tripping when non club members present, or if someone wishes to pin down. It is recommended that you tread on the line to prevent tripping. Care must be taken when removing pins so that the whole pin is removed to prevent creating a potential puncture risk to feet and hooves. Should the cap come off the nail must be completely removed.	3	1	3
"Target spacing rope" AKA "Blue rope" trip hazard.	Risk of trip injury	All	3	2	6	Members made aware of trip hazard and lines to be wound up after bosses have been secured to prevent tripping. It is recommended that members tread on any lines to prevent tripping. Care must be taken when removing pins so that the whole pin is removed to prevent creating a potential puncture risk to feet and hooves. Should the cap come off the nail must be completely removed.	3	1	3
People walking on field whilst shooting takes place	Injury or fatal injury	Archers Members of the public & house staff	5	3	15	All archers to be aware of the safety protocols and use of the whistle to start shooting/collect arrows and stop shooting urgently in the case of a potential emergency. Use of the "Fast" command included in Beginners' Courses. Archers to place hazard warning signs in their designated places. A minimum of two adults (whether shooting or not) to be present when shooting takes place so that one can act as a lookout.	5	2	10

GDB - Risk Assessment - Knebworth House - June 2025									
Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measure	Severity	Likelihood	Risk with Control Measure
House staff accessing the range through the pedestrian gate or double gate at end of field	Injury or fatal injury	House staff	5	2	10	Shooting to stop as soon as a member of the house staff appears at either gate.	5	1	5
Moving Bosses	Body injury, muscle strain, splinters.	All	2	2	4	Working or cloth gloves should be utilised when moving bosses. Gloves help prevent splinter penetration. Proper lifting techniques should be used. These are taught on the Beginners' Course. Manual handling poster displayed in hut.	2	2	4
Moving Equipment	Bodily injury	All	3	3	9	All people to be aware that equipment may be moved and ensure that they leave sufficient space in case those moving equipment lose control of the equipment and the equipment falls/rolls/etc.	3	1	3
Trolley	Injury to controller	All	3	3	9	All members to learn from an experienced member on how to load the trolley safely and how to move it to prevent injury - especially when returning to the huts on the slight downwards incline. Directions from trolley controller must be followed by others helping without question. Trolley not to be loaded beyond what the person pulling (controller) trolley is happy with.	3	2	6
Ramp	Injury due to slipping	All	2	2	4	Maintain anti slip strips if they become damaged or clogged	2	1	2
Uneven Ground	Injury to ankles / legs	All	3	2	6	All members to wear suitable footwear. No running on field. Ground is maintained by Knebworth Estates. Disabled archers are encouraged to seek help from able bodied archers where necessary.	3	1	3
Clout line trip hazard	Risk of trip injury	All	3	2	6	Members made aware of trip hazard and lines to be pinned down at suitable intervals to prevent tripping when non club members present, or if someone wishes to pin down. It is recommended that you tread on the line to prevent tripping. Care must be taken when removing pins so that the whole pin is removed to prevent creating a potential puncture risk to feet and hooves. Should the cap come off the nail must be completely removed.	3	1	3

GDB - Risk Assessment - Knebworth House - June 2025									
Hazards	Consequences	Who is at risk	Severity	Likelihood	Risk	Control Measure	Severity	Likelihood	Risk with Control Measure
People walking on the road	Injury or fatal injury	Public	5	2	10	Clout only to take place when the house is shut. Those new to clout and those with updated equipment shall do a "test shoot" from the furthest distance whilst being spotted. Shooting shall stop when there are people beyond the fence at the bottom of the field.	5	1	5
House staff accessing the range though the pedestrian gate or double gate at end of field	Injury or fatal injury	House staff	5	2	10	Shooting to stop as soon as a member of the house staff appears at either gate.	5	1	5
Trees	Loose branches coming off trees	All	4	1	4	Knebworth Estates to be informed if any loose branches are observed. All Club members reminded to be observant.	4	1	4
Boiling water - flasks	Scalds	All	3	2	6	Only competent members to use the flasks	3	1	3
Knives	Cuts	All	2	2	4	Only competent members to use sharp knives	2	1	2
Unexpected minor injury	Injury	Club members	2	2	4	Provide first aid kits. One on trolley one in main hut	2	1	2
Tripping on low profile fence	Injury	All	3	2	6	None	3	2	6
Hazardous cleaning products	Poisoning or contamination	Club members	5	2	10	Products to be kept in original containers. Juniors to be supervised at all times.	5	1	5
Hazardous chemicals	Poisoning or contamination	Club members	5	2	10	Hazardous chemicals to be locked in DIY cupboard or equipment officers hut. Products to be kept in original containers.	5	1	5

Signed:	<i>Carlie Maddren</i>
Date:	14/06/25