



# Archery

Recreational activities are pillars of summer/winter camp, summer school, and recreational center experiences. They provide an opportunity for socialization and learning in a fun setting. These activities also provide an increased liability and potential for staff and/or participant injury. The safety of participants and staff should be standard operating procedure. It should be completed to the highest professional standards and in line with federal, state, local, and accrediting agency guidelines. The following checklist template provides a high level oversight to assist with your activity structure. Your organization is responsible for the development of your own written program guidelines and policies for the oversight of your activities. Through consistent management and preventative programs, exposures can be reduced to help ensure a safe recreational experience.

## Archery Pre-activity:

- Written program guidelines which outline major components including, staff qualifications, participant guidelines, age requirements, liability controls, safety equipment requirements, training and other protocols as determined by your program.
- Participant assessment protocols in place and completed in line with internal written policies. This includes emotional and physical assessment of each participant to assess their ability to safely participate in the activity.
- All participants are six years of age or older.
- Legally reviewed liability waivers, in line with state and federal guidelines, signed by legal guardians. Kept on file in a secure location.
- If participant meets guidelines and passes program assessment, training program that includes equipment usage policies and expectations for participation is completed.
  - Completed prior to shooting

## Oversight/Program Director:

- All Archers on the range should be under the supervision of a Certified Archery Instructor with experience and training specific to the equipment used at the range.
- Personal protective equipment (PPE) program. Outlines equipment usage, inspection process, and storage. Minimal protective equipment includes:
  - Usage of finger tabs and armguards or archery gloves for protection.
  - Additional safety gear could include chest guards and/or eyewear.
- Participants should receive ongoing reminders of range safety and protocols as part of their archery instruction.
- Operation must carry a separate accident and health insurance policy/Required Accident & Health policy for participants

## Shooting Safety:

### INSPECTING THE EQUIPMENT

- Daily inspections of the equipment (bow & arrow) should be completed, prior to use to ensure safe working order. Never allow damaged or defective equipment on the range.

### PROPER ARCHERY ATTIRE

- Participants should not wear anything that could get tangled in the bow, such as scarves, hoods, jewelry, or anything so loose as to be caught in a fired arrow.

### SAFELY FIRING A BOW AND RETRIEVING ARROWS

- Clear safety signals and range commands to control activity at the firing line and during the retrieval of arrows should be in place. All participants must receive clear instruction during training and upon arrival to the range.
- Instructors must display a strong understanding of the standard archery practice & procedures.

## Archery Range Safety (Inside or Outside):

- The range itself should be as flat as possible and free from roots, rocks, stumps, etc. to prevent tripping.
- Daily inspections should take place and any visible hazards should be addressed immediately.
- Shooting lanes, rear and side buffers, and spectator zones must be clearly defined.
- Safety and directional signs should be large and placed where they're easily read, and fencing/barrier used to prevent unauthorized or accidental entry onto the archery range.
- Range and archery rules should be posted in a visible location, be legible and enforced.
- The range should include arrow stop(s) and a supplementary backstop or have specific safety zone behind the targets.
- Bows, arrows, and other potentially dangerous equipment, when not in use, should be kept in a locked shed, closet, or other secure structure.
- Inspections should be based on statutory guidelines and in line with internal written best practice policies.
- Document all inspections, repairs, maintenance of the range and equipment.

## Additional Resources:

[USA Archery](#)

[National Field Archery Association](#)

[The Easton Foundation](#)

Providing solutions  
to help our members  
manage risk.®

For your risk management  
and safety needs, contact  
Nationwide Loss Control  
Services: 1-866-808-2101  
or [LCS@nationwide.com](mailto:LCS@nationwide.com).