



Longbow/Recurve/Compound bow etc Archery

# Safe Archer Scheme

Name:.....

Membership Number:.....

Date commenced:.....

Duchy Shooting Association

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## **WELCOME TO MEMBERSHIP OF THE DUCHY SHOOTING ASSOCIATION (DSA)!**

DSA is a friendly, members-only club affiliated to the National Rifle Association (NRA) and fully subscribes to the current standards and disciplines set out by the NRA, as amended from time to time, and in particular the Safe Shooter Scheme (SSS). DSA ranges at Zelah are private ranges, administered through the Trustees by an appointed range committee, chaired by the Range Manager. The range complex has in addition to rifle and air weapon shooting ranges, an archery range. Although not affiliated to Archery GB as a club, the DSA Archery instructors are qualified Archery GB instructors and all rules and procedures published by Archery GB are taught, observed and enforced. An archer from elsewhere shooting at Zelah will feel completely 'at home' with how things are done, and any Zelah trained archer shooting elsewhere will be entirely familiar with other club's procedures. This 'Safe Archer Scheme' (SAS) embodies the rules of Archery GB and DSA Zelah Archery Range Orders, and follows the principles of the NRA SSS.

To attain full archery membership of the DSA you are required to undergo a period of probationary membership. Depending on your previous experience and a DSA assessment, you will either be mentored by a Archery GB qualified instructor or an experienced archer until deemed 'trained' and safe to shoot unsupervised (one-to-one), **or** be authorised to use the archery range without further training or direct supervision. In either case your probation period is a minimum of three months during which you are required to make a minimum of 6 visits to the range for coaching and/or to shoot.

### **INITIAL DSA INDUCTION AND ASSESSMENT**

All probationary members will undergo an induction, no matter what their previous experience. This involves familiarisation with the range complex, DSA Constitution, Range Orders, range practices and safety procedures. Archery Probationers with no previous archery experience will be required to undertake a period of mentored, supervised archery shooting training. Archery Probationers with previous experience will, following the induction, be taken through an assessment to establish their level of skill and safety awareness. Archery Probationers who reach the required standard will be authorised to shoot without direct supervision of a coach (**but will require**, on each of the minimum of 6 attendances to shoot during their minimum 3 month probationary period, **the counter-signature by the duty Archery Instructor (AI) or senior/ most experienced archer on the range, that they complied with the correct shooting techniques and appropriate safety procedures during that shoot**). Archery Probationers who do not reach the required standard on assessment will be required to complete the mentored, supervised archery shooting training.

For the experienced archery probationer the assessment will consist of the following:

1. Demonstrate the safe and correct handling of bow and arrows.
2. Demonstrate the correct/safe nocking, shooting and follow through technique(s).
3. Demonstrate the correct method of letting down in the event of an emergency cease shooting.
4. Demonstrate the correct response to a mis-nocking of an arrow.
5. Demonstrate and explain aiming and shooting principles/techniques.
6. Demonstrate an understanding and knowledge of range safety protocols.
7. Demonstrate correct response to emergency 'stop firing' command.
8. Demonstrate and complete a 10 arrow shoot, fired accurately, at a target 20m away observing all archery safety procedures and range safety orders.

This test/assessment will be done on a one-to-one basis with the AI and without coaching.

In addition to assessing the individual probationer/new member, all archery equipment brought to the range by the probationer/new member will be tested and checked by the Archery Instructor.

## **INTRODUCTION TO THE DSA PROBATION.**

The purpose of a three month probationary period is to allow sufficient time for a beginner to learn and practice their sport, over a minimum of six visits during those three months, until they become sufficiently proficient that they may shoot unsupervised (that is, not on a one-to-one basis) and may take their place on the Shooting Line with other, experienced archers. Once probation is completed the archer can progress further, knowing that they have the knowledge and basic skill to develop into a successful archer, which only experience can teach. The DSA, in an effort to encourage 'best practice' and high standards, applies the same standards and practices as Archery GB, the national governing body for archery.

The DSA probationary period not only involves training in the safe use and handling of various different types archery equipment, but also in the four archery disciplines. The training stresses the absolute necessity of maintaining a responsible attitude towards all aspects of archery and describing what can happen if safe practices are not observed. Trainees will be continuously assessed throughout the period and, at the end of the period, will be required to pass a short written exam (multiple choice) and practical tests in range use, and in the handling and use of archery equipment. However, probationary members will not be asked to undertake an assessment or test until the DSA AIs are satisfied that they have gained sufficient knowledge, confidence and skill. A probationer who fails an assessment or test must receive additional training before being re-tested.

## **ABOUT THIS SAS HANDBOOK**

This document does not pretend to be a stand-alone handbook of all things to do with archery. Archery GB as the national body responsible for training and regulation of archery publish much useful guidance in their 'Rules for Shooting' and on their website. However, this DSA handbook is an integral part of the DSA SAS, and also functions as your personal record of training/experience towards full Archery membership. Make sure that you remember to ask the duty AI or senior archer present to sign off each section as you progress through the training.

## **ARCHERY GB**

The Archery GB 'Rules for Shooting' is available by post (at a cost of £7.50). It is also available, in the latest amended form, as a free 86 page .pdf download to print off at:

<https://www.archerygb.org/rules-shooting-update/>

Beginners and experienced archers alike are recommended to add this document to their Probationers Folder for a useful reference and training document. Archery GB also have an extensive website at :

<https://www.archerygb.org/>

Additionally, a number of short training videos for beginners and coaches are available online on YouTube. Starting at 01 they automatically follow in sequence to 08. The run time of each video is only 3 or 4 minutes. The link to Archery GB video 01 is:

[https://www.youtube.com/watch?v=B\\_heSKsol9o](https://www.youtube.com/watch?v=B_heSKsol9o)

### **ARCHERY ETIQUETTE:**

#### **A Good Archer:**

- (a) Does not talk in a loud voice whilst others are shooting.
- (b) Does not talk to another competitor who obviously prefers to be silent.
- (c) Does not make any exclamation on the shooting line that might disconcert a neighbour in the act of shooting.
- (d) Does not go behind the target to retrieve his arrows before his score has been recorded.
- (e) Does not walk up and down the shooting line comparing scores.
- (f) Does not touch anyone else's equipment without permission.
- (g) Does not leave litter, and if they see any on the range, pick it up.
- (h) When calling scores does so in groups of three, for example '7 - 7 - 5' pause '5 - 5 - 3'.
- (i) If he breaks another's arrow through his own carelessness, pays for it in cash on the spot.
- (j) Does not leave another archer alone on the Shooting Line.
- (k) Never draws a bow, with or without an arrow unless facing a target and unless there is no person in front of the Shooting Line.

- (l) Never commences shooting until or unless the signal to do so has been given.
- (m) Never crosses the Shooting Line unless the signal to do so has been given.
- (n) Never runs to and from targets.
- (o) Never stands behind a person pulling arrows from a target.
- (p) Always picks up arrows that have fallen short of the target.
- (q) Ensures nobody is behind them as they pull arrows from their target.
- (r) Shouts 'FAST' as soon as they see a possibly dangerous situation.

and finally,

- (s) Thanks the Line (and or Target) Captain at the end of each round for work on his behalf.

### **BOW SAFETY**

1. These bow safety rules apply to all archery disciplines. Other safety rules are given in the separate parts of these Rules.
2. Each member of DSA Archery has a duty of care to ensure that his actions do not compromise the safety of himself or others.
3. No archer may draw his bow, with or without an arrow, except when standing at the shooting line or peg. If an arrow is used, the archer shall aim toward the targets but only after being satisfied that the field is clear both in front of and behind the targets.
4. When drawing back the string of the bow an archer shall not use any technique which could, if accidentally loosed, allow the arrow to fly beyond a safety zone or safety arrangements (overshoot area, net, wall, etc). If an archer persists in using such a technique, he will, in the interest of safety, be immediately asked by the AI to stop shooting and to leave the archery range.
5. If anyone present where archery is taking place becomes aware that shooting should be halted for safety reasons, that person must call '**FAST**'. On hearing this call, all archers must immediately stop shooting, returning all unshot arrows to the quiver. If necessary, the call of '**FAST**' should be repeated by other archers to ensure that



everyone has heard and stopped shooting. Shooting will recommence only on the order of the AI or Line Captain.

6. When any shooting is in progress there must be a minimum of two people present each being a minimum of 18 years of age, one of whom may be a non-archer to act as a lookout. The archer is responsible to inform the lookout of all safety aspects applicable. Where two adult archers are present and shooting together they will alternate on the shooting line so that the non-shooting archer can act as the lookout.

7. Juniors. When junior archers (ie archers under 18) are shooting individually or in groups they must be supervised by an adult member of DSA Archery (ideally the Archery Instructor) and a second adult must be present.

### **BOW SELECTION/CHOICE**

1. Bow choice is, like most things in life, a matter of personal choice or preference. A reasonably wide range of bow style is used in the four main archery disciplines, ranging from the original and traditional English longbow up to quite complex engineering in some of the modern bows. They all do the same job, just in different ways!

2. An excellent guide to bow types used in field and target archery can be found on the National Field Archers Society (NFAS) web site at:

<https://www.nfas.net/aboutus/shootingstyles.asp>

where the first page is a short summary of all the bow types (copied below), but then each bow is indexed across the top, and clicking on each bow type reveals an in-depth description and evaluation of each type. Any bow type except crossbows may be on used on the DSA archery range.

[American Flatbow](#)  
(AFB)

A one-piece flatbow. No sight. Wooden arrows. Finger release only ("Mediterranean" loose). No stabilisers. No draw checks. No memoranda.

[Barebow](#)  
(BB)

Non-compound bow. No sight. No arrow restrictions. Finger release only. Single stabiliser allowed. No draw checks. No memoranda.

[Bowhunter](#)  
(BH)

Compound bow. No sight. No arrow restrictions. Finger release only ("Mediterranean" loose). A single stabiliser of no more than 12 inches. No draw checks. No memoranda.

[Compound Limited](#)

Compound bow. A 5 fixed-pin sight allowed. No arrow restrictions. Finger release only

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- (CL) ("Mediterranean" loose). Stabilisers permitted. No draw checks. Memoranda allowed.
- [Freestyle](#)  
(FS) Non-compound bow. Adjustable sight. Finger release only. Memoranda allowed.
- [Hunting Tackle](#)  
(HT) Non-compound bow. No sight. Wooden arrows. Finger release only ("Mediterranean" loose). No external stabilisers. No draw checks. No memoranda.
- [Longbow](#)  
(LB) Wooden longbow ("D" or oval section). No sight. Wooden arrows. Finger release only ("Mediterranean" loose). No stabilisers. No draw checks. No memoranda.
- [Primitive](#)  
(PV) Hand bow made using natural materials. No crossbows. No sight. Wooden arrows. Any form of hand loose may be used including Mediterranean, two finger, pinch, thumb ring etc. No release aids. No stabilisers. No draw checks. No memoranda.
- [Traditional Bowhunter](#)  
(TB) Non-compound bow. No sight. Non-wooden arrows. Finger release only. No external stabilisers. No draw checks. No memoranda.
- [Unlimited](#)  
(UL) Any bow (including compounds but excluding crossbows). Adjustable sight allowed. No arrow restriction. Release aids allowed. Memoranda or binoculars allowed.

Crossbows are also listed on that NFAS page, but since crossbows are specifically prohibited from use on the DSA archery range they have been omitted from the above list.

## SHOOTING – A MENTAL CHECK LIST

1. Stance.
  - Stand tall and relaxed; one foot either side of the Shooting Line. Don't lock the knees.
  - Keep the feet about a shoulder's width apart.
  - Maintain even balance on both feet, and an even balance between the balls and heels of the feet.
  - Keep body's centre of gravity as central and as low as possible.
  - Keep feet in the same position for each shot (this can be done by placing marks or foot pegs on the ground)
  - Check that shoulders are square and head is level.
2. Nocking and preparing to draw.
  - Check arrow is nocked securely, and check it is not sitting on top of the pressure button.
  - Establish comfortable medium to deep grip on the string.
  - Set the knuckles to 45°, and check that grip is comfortable and in the correct place.
  - Check that hands are relaxed.
3. Drawing.
  - Extend bow arm. Don't over extend as this will cause string to hit your arm.
  - Smooth draw to anchor point with bow arm relaxed.
  - Front shoulder solid, leaning slightly into the shot. String back to chin/nose.
  - String picture.
  - Settle sight on gold (bull), but don't aim, eyes focussed on target.
  - Don't stop pulling; transfer tension to back muscles.
4. Preparing for the shot.
  - Keep reaching gently for the target with the bow arm – feel the balance between reach and pull.
  - Keep pulling with back muscles, maintain back tension.
  - Commit to the shot.
  - Control the clicker, don't let it control you.

5. Shooting.

- Relax fingers without positive thought.
- The draw hand moves backwards, alongside neck
- Focus on the gold all the time, until arrow hits target
- Do not lift head to look around the bow and follow arrow flight

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## **DSA ARCHERY RANGE – RULES OF THE RANGE**

### **1. Preliminaries.**

a. DSA prides itself with an unblemished shooting safety record. Please be aware that the general public do NOT necessarily share your enthusiasm for archery. Always remember that you are an ambassador for your sport and you represent all of us in DSA by your behavior and actions, here at Zelah or elsewhere.

b. When signing in to the ranges at the clubhouse and paying the appropriate shooting fee, you are signing also to agree to be bound by the following safety rules, in addition to the DSA Constitution and Range Orders. Any member who fails to comply may have sanctions taken against them, up to and including dismissal from the club. Archery Range Orders are re-printed below.

### **2. General.**

a. Bows and arrows are lethal weapons; never ‘fool around’ with archery equipment.

b. Only put bow and arrow together when standing on the shooting line and permission to shoot has been given.

c. Only draw the bow when facing the target.

d. Do not shoot an arrow upwards into the air.

e. Do not “dry fire” a bow (that is, draw it and let go without an arrow in it) – this can seriously damage the bow and injure the archer

f. Obey all the commands of the Line/Field Captain.

g. The Waiting Line should be 5yds behind the Shooting Line.

h. An overshoot distance of at least 50yds behind the targets must be allowed for.

i. Set out warning notices and flags as directed by the AI. The signs must be easily visible to any person or vehicle entering the field through the marked gates.

j. Ensure that all targets and stands are properly pegged down.

- k. Always appoint a Line/Field Captain (someone in charge of the whistle) for each shooting line. The Line/Field Captain cannot shoot while performing these duties.
  - m. When junior archers are shooting, whether individually or in groups, they must be supervised by an Archery GB qualified instructor. One other adult must always be present.
3. During Shooting. When shooting the following rules are to be followed:
- a. Progress to the shooting line when told.
  - b. Only commence shooting when told (or the whistle is blown once).
  - c. When finished shooting, step back from the shooting line to the waiting line so that the Line/Field Captain can tell when the shooting line is clear.
  - d. When not shooting, archers should stay behind the waiting line.
  - e. Archers must not cross the shooting line unless and until the signal to do so (the whistle is blown twice) is given.
  - f. Beginners should be told how to react to the command '**FAST!**' and the relevant whistle signal (usually several blasts of the whistle).
  - g. After Shooting walk, don't run, to the target; watch out for arrows on the ground in front of the target.
  - h. Take care to draw arrows correctly without twisting and bending; make sure no-one is standing behind you when you draw; equally, don't stand behind someone drawing an arrow.
  - i. Arrows stuck in the ground should be pulled out backwards, not upwards, without bending the shaft, but if the fletchings are buried in the grass, it may be necessary to pull the arrow forwards (again, without bending), to avoid damage to the fletchings.
  - j. Everyone should help look for missing arrows; all missing arrows **MUST** be accounted for – if an arrow can't be found, it must be reported to the Range Manager and noted in the Range Incident Book. In addition, any missing arrow be recorded in the Range Incident Book held by the Range Manager, together with an indication of the likely whereabouts in the field (a GPS reading from a mobile phone is a useful way to do this).

## RANGE ORDERS – ARCHERY RANGE.

1. Safety with any type of weapon is everyone's responsibility. Shooting, including archery, is one of the safest of all sports. The reason for this is that there are safety rules that **MUST** be observed at all times. Archery, done wrongly, has the potential to wound, maim or kill.
2. In the circumstances where no Archery GB qualified instructor or range safety officer is on and running the archery range (the 'Line Captain'), the most experienced archer present is to take responsibility for being the Line Captain. The role includes ensuring correct and safe shooting; safe arrow collection and stopping all shooting in an emergency.
3. Visiting shooters, new members and Association members new to archery will have their archery equipment checked by the archery instructor (AI), Line Captain or Range Manager to ensure it is safe to use and before being allowed onto the range to shoot.
4. All injuries incurred while using the archery range and archery equipment is to be reported to the archery instructor and/or Range Manager.
5. Any damage to DSA owned archery equipment is to be reported to the AI and/or Range Manager and entered into archery range incident book/
6. Archery has a unique language. All participants are to ensure they are familiar with range commands and instructions before shooting. A beginner's/probationer's manual is available to assist: see the DSA Safe Archer Scheme handbook on the DSA website.
7. Footwear that fully encloses the toes and front of the foot must be worn at all times when shooting.
8. Do not wear loose clothing, or have long hair hanging loose when shooting; this can cause injury. DSA membership lanyards are to be worn but must be tucked in, or worn hanging down the back, to prevent injuries. Alternatively they may be attached to the quiver so long as they remain easily visible.
9. Range Conduct.
  - a. Emergency stop shooting. On hearing the command 'FAST' (or several blasts of the whistle) all archers are to stop shooting. If a bow is drawn the archer is to let down and cease from letting the arrow fly.
  - b. No running or 'horseplay', especially by children or youths. Archery is not a game.
  - c. Wear appropriate protective gear/equipment to prevent string injuries.

- d. Use a bow stringer to attach the bow string to each limb (especially if using a 'recurve' bow). The "step-through" method is quicker, but it is dangerous, and a bow stringer is specifically designed to let the bow be safely strung. NOTE: this does not apply to compound bows.
- e. Arrows must remain in quivers until authorised for nocking by the AI or Line Captain.
- f. If there is an arrow on the bow, it must be pointed down the range.
- g. Do NOT cross the 'Shooting Line' until the AI or Line Captain has said/indicated it is safe to do so. When more than one archer is shooting the Line Captain must take responsibility for safe arrow collection. This is usually done by using a whistle: one blast for commencement of shooting; two blasts for (safe) arrow collection. NO SHOOTING is to take place after two whistle blasts. Any arrow let fly after two whistle blasts have sounded will constitute a major breach of these Orders and may merit sanctions against the offender.
- h. If an arrow falls over the Shooting Line, (accidentally, while nocking) LEAVE IT THERE! Pick it up at the end of the shoot when it is safe to do so and after the Line Captain has sounded two whistle blasts.
- i. No 'dry firing' (with no arrow on the bow) - especially DSA bows. This can damage the bow and the user may (if DSA equipment) be charged for repair or replacement.
- j. Keep as quiet as possible while shooting; noise is very off-putting to other archers.
- k. Children under 18 years of age must be accompanied, properly controlled and supervised by a parent or legal guardian.
- l. Spectators, and parents or legal guardians, must stay behind the Waiting Line - which is behind the Shooting Line - (especially if responsible for children spectating or shooting on the Shooting Line) or as directed by the AI or Line Captain. Failure to comply with these instructions may result in the persons (and children) involved being directed to leave the archery range.
- m. 'Broadhead' or 'Razor Tip' arrows are not permitted.
- n. Crossbows are expressly forbidden.
- o. No archer is to shoot when there is a person in a position forward of them, down range.



p. No targets other than Archery GB approved archery targets are to be used on the DSA archery range.

q. Shooting at or towards any bird or animal that may cross or come within the range area of the DSA archery range is strictly forbidden. To do so will constitute a major breach of these orders and will merit sanctions against the offender.

**REMEMBER:**

**EVERYONE AT AN ARCHERY SESSION IS RESPONSIBLE FOR SAFETY. DON'T LEAVE IT TO SOMEONE ELSE!!!**

**ENJOY YOUR SPORT!**

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Name:.....Archery Membership number:.....

Archery Probationary period commenced:.....

Archery Probationer training/attendance record. (\* Delete as appropriate)

Serial	Date	Activity*	Probationer's signature	AI signature	AI membership no.
1		Induction to DSA ranges/Range Orders etc			
2		<u>Assessment:</u> (a) Requires coaching and/or supervision*  (b) Up to SSS standard – can shoot without supervision*			
3		Shooting coaching* (1) or practice*			
4		Shooting coaching* (2) or practice*			
5		Shooting coaching* (3) or practice*			
6		Shooting coaching* (4) or practice*			
7		Shooting coaching* (5) or practice*			
8		Shooting coaching* (6) or practice*			
9		Shooting coaching* or practice*			
10		Shooting coaching* or practice*			
11		Shooting coaching* or practice*			
12		Shooting coaching* or practice*			

13	Date SAS standard achieved (if later than Serial 2a above)	/ /		
14	Date SAS test(s) passed	/ /		
15	Date full Archery membership due	/ /		
16	Date full Archery membership ready	/ /		

17	<b>Date Archery membership granted</b>	/ /		Membership Sec
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DUCHY SHOOTING ASSOCIATION

ARCHERY PROBATIONER SAFE ARCHER SCHEME TEST/ASSESSMENT

Probationer name: .....	Archery Membership no. : .....
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TEST	PASS		FAIL*		Date	DSA Archery Assessor
	Exam	Shoot	Exam	Shoot		
1. The four rules of firearm safety and the safe handling of air weapons.						
2. Knowledge and understanding of range safety procedures.						
3. Loading, shooting and unloading procedure.						
4. Proving that the air weapon is clear.						
5. Emergency 'stop shooting' procedure.						
6. Arrow aiming and adjustment procedure.						
7. Air weapon law.						
8. Charging/cocking drill						
9. Practice shoot: 10 arrows fired accurately at 20m target.						

\*A mark of 'FAIL' in any category will require retraining and retesting.

<p>I confirm the above named has passed the DSA Probationer Safe Archer Scheme training and assessment.</p> <p>Well done!</p>	<p>Assessor's signature:.....</p> <p>Assessor's name (print):.....</p> <p>Appointment:.....Date:.....</p>
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NOTES

Duchy Shooting Association