

Risk assessment

Name of activity, event, and location	Air Riffle Braggerswood Campsite	Date of risk assessment	17 April 2026	Name of person doing this risk assessment	Juliet Gregson
		Date of next review	17 April 2027		

What could go wrong? What hazard have you identified? What are the risks from it?	Who is at risk?	What are you going to do about it? How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	Review & revise What has changed that needs to be thought about and controlled?
TSA rules		The activity must be run following all POR rules and TSA guidance. In particular, but not exclusively: The leader-in-charge will be the air rifle instructor, or if two, one should be assigned. They must ensure all people in the range are briefed on the risk assessment and safety measures. They must do dynamic risk assessments throughout the activity. A first aider, trained to First Response level should be in attendance and the location of a first aid kit known. All faulty equipment, near misses, accidents and incidents must be reported to the Camp Warden without delay. Any Braggers Wood committee member or any senior member of Christchurch District may stop the activity or the use of the range if they deem it unsafe and their decision is final.	
Legal requirements		All shooters under 18 years old must have parental permission and they must sign to say the young person is not subject to any restrictions under the relevant law. The site-provided form and procedures must be used.	
Risk of injury when transporting, transferring and storing equipment	All	The camp staff may only unlock and allow access to the range and the equipment cabinets for an activity, to an air rifle instructor. The equipment may only be taken from the cabinets by the air rifle instructor. All air rifle equipment must be locked away in the cabinets after use, and the range must be locked.	
Risk of injury due to issues with range and conditions	All	The air rifle instructor should check the range set-up and each air rifle should be visibly checked before starting an activity.	
Risk of injury from equipment	All	Air rifle shooting must only occur in the designated range onsite. Only the site-provided air rifle equipment may be used on the range. Unless specific permission has been granted by the site warden. This range requires a minimum of one air rifle instructor AND an adult to supervise those waiting. The air rifle instructor(s) must have a current Range conducting officer qualification or equivalent. These will need to be shown to the Braggers Activity Coordinator or Camp Warden, if the instructor is not from Christchurch District.	

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		<p>If the participant group needs a higher level of supervision than one instructor to three shooters, the instructor should reduce the number of targets being used as part of their dynamic risk assessment.</p> <p>This range must only have 12 participants per group.</p> <p>This range has a minimum age of 8 years and the air rifle instructor must ensure that each shooter has the strength, physical ability and maturity to shoot safely. The advice of the leader who knows the young person well should be sought.</p> <p>Only the instructors, the supervising adult and participants are allowed in the range. Any others must seek the permission of the instructor before entering.</p> <p>The tables at the shooting line must be used and must not be moved.</p> <p>All people shooting must wear eye protection and not be wearing hats or hoods.</p> <p>All shooters and instructors should wash their hands thoroughly afterwards as the pellets contain lead.</p>	
Risk of injury from shooting	ALL	<p>Shooters should be instructed in safe shooting techniques, especially keeping air rifles pointed down the range.</p> <p>On this range:</p> <p>All shooters must be seated.</p> <p>There should only be one shooter per target.</p> <p>Participants deemed to be deliberately not following safety rules should be managed appropriately by the air rifle instructor to ensure their own and others safety.</p>	
Risk of injury when removing / replacing targets	ALL	<p>The air rifle instructor is the only person who can instruct a shooter to collect/replace their paper target after they have declared the range safe.</p> <p>No pellets are to be on the tables when people are the target side</p> <p>Safety cords should be used in the guns to show barrels are empty</p>	
Risk of injury to waiting participants	ALL	<p>Any participants waiting should be instructed to sit in the indoors or outdoors waiting area by the air rifle instructor.</p> <p>All people in the range must wear eye protection.</p> <p>Young people waiting must be supervised by the assigned adult; ensuring they stay in the waiting area and that they do not distract the shooters by voice or movements.</p>	

Don't forget, as part of your programme planning, you should have contingency activities in reserve just in case you can't do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.