

Indoor Archery SOP

Range(s): Indoor

Purpose & Skill Focus: To introduce and promote archery to everyone from child to adult, for any skill level.

Who May Participate: Everyone may participate. Minors must be capable of safely handling a bow and must be accompanied by a parent/guardian. Disabilities will be accommodated as long as safety of all members is ensured.

Fee 2019: League \$45, or \$5 to shoot one night

Chairperson Qualifications: The Chairperson must be competent to oversee range safety and must have passed the PA State Police criminal background check and the Child Abuse Clearance. As well, the Chair should be knowledgeable of the sport of archery and have good organizational skills.

Chairperson Duties (may be delegated to assistants, but the Chair is ultimately responsible):

Set up targets and backstops prior to start of shoot

Collect fees and file income reports with the Treasurer

Ensure participants sign the event waivers (file in small documents safe)

Clearly explain course of fire and rules

Observe that all safety rules are obeyed

Start and stop all timed fire stages

Change targets between courses of fire

Explain scorekeeping procedure

Collect and check all scorecards; maintain records of each shooter's score for entire season

Remove all targets; collect all trash from range, store targets and backstops after event

General Management & Promotion

Ensure assistants have submitted PSP and PA Child Abuse Clearances as needed and are fully trained

Immediately notify the Director with oversight of any issues or potential issues

Immediately file an Incident Report with the Recording Secretary for any safety incident and notify the Safety Director

Maintain inventory of equipment and ensure proper working order

Submit orders for targets

Seek ways to promote wider involvement, especially of youth

Make available the activity brochure listing all SLCFSA activities

Encourage participants to make available photos/videos for publicity (photo waivers required, on back of event waiver)

Compile a list of all participants (name, phone, address) so they can be notified for the following year's activities

Conduct an end-of-year evaluation to seek feedback so as to improve the event in the future

Bow Requirements & Restrictions:

Compound bows, recurve bows, long bows

Not Permitted = Crossbows

Auxiliary Equipment Requirements & Restrictions:

16 block 2x2x4 targets

18"x18" cardboard squares

10-ring targets – single face

5-ring targets – triple face

Range Setup/Design:

12 20-yard targets

4 10-yard targets (youth & beginners)

12 arrow holders

Single-face 10-ring targets

Placement of Loading/Unloading Tables:

Set up tables to delineate range from waiting area.

Provide chairs and tables for spectators and those waiting to use the range.

Provide a table for registration and dues.

Procedures:

All archers stand behind the line to shoot in their selected lane. Each archer shoots at his or her own target.

After all archers have shot three arrows, everyone walks to their target to retrieve their arrows.

When everyone returns behind the firing line, all archers may resume shooting, and the same procedure is followed.

Scoring:

A round consists of three arrows shot.

15 rounds constitutes a completed game.

10-ring targets score from 1 to 10 (center yellow).

5-ring targets score from 5 to 10 (center yellow).

Arrows cutting a line separating two colors score the higher color score.

An arrow that completely misses a ring scores zero.

A perfect score = 45 arrows x 10 points, or 450 points.

Safety Rules:

All archers stand on the same firing line, the same distance from the targets.

No knocking of arrows until all lanes are clear and all archers are behind the shooting line.

No shooting across lanes; shooting permitted only at the target directly in front of the archer.

All archers shoot only three arrows per round.

Only after all archers have shot three arrows do archers retrieve their arrows and return to the firing line.

Duties of Range Safety Officers: To oversee safe practices while handling archery equipment.

Duties of Timers: NA

Duties of Scorekeepers:

Keep each shooter's average up-to-date.

Calculate handicaps for team competition.

Post a weekly schedule of team vs. team.

Duties of Coaches:

Instruct beginners and provide positive feedback.

Assist more advanced archers in technique.

Duties of Shooters:

Follow directions of the coaches and RSOs at all times. Ask if you have questions.

Do not knock an arrow until all lanes are clear and all archers are behind the shooting line.

Do not shoot across lanes. Shoot only at the target directly in front of you.

Duties of Spotters: NA

Duties of Observers:

Help make sure all participants (especially children) understand rules and safety procedures.

Remain seated during firing.

Notify a coach/RSO if you see a problem they did not notice.