RISK ASSESSMENT FORM

Workplace	Buzz Active	**Likelihood (L)**	**X**	**Severity (S)**
Department	Children's Services	Almost Impossible	1	Insignificant (minor injury, no time off)
Risk Assessor	R Wilson	Unlikely	2	Minor (injury and up to 7 days off)
Room/Area	Bushy Wood Rifle range	Possible	3	Moderate (injury causing more than 7 days off)
Activity/Task	Air Rifles	Likely	4	Major (death or serious injury)
Date reviewed	**09/02/2026**	Almost Certain	5	Catastrophic (multiple deaths)
Benefit of activity	Activity session	**Low = 1-8**	**Medium = 9-14**	**High = 15-25**

	What are the significant, foreseeable, hazards? ***(the dangers that can cause harm)***	**Who is at Risk?**	**Current control measures** ***(What is already in place/done)***	**Risk Rating**			**What additional control measures can be put in place to reduce the risk further?**	**Revised Risk Rating**		
				L	**S**	**R**		**L**	**S**	**R**
1.	Manual Handling injuries	All	Guns kept in bags for ease of transportation to and from range. Whilst breaking the barrel, correct method shown by instructor without twisting or excess strain on arms, shoulders and back. The guns are heavy, so use of the stands for Beginners and younger people, instructors to help position and move the equipment.	**2**	**3**	**6**				
2.	Rifle range- shooting positions	All	Boundary lines, shooting area defined. Briefing and monitoring. Setting the correct height for the client and monitoring postures	**1**	**2**	**2**				

3.	Behind the range - danger area Getting shot.	Other site users	Exclusion zone in place, signage, and barriers to mark ‘exclusion zone’. Briefing to awaiting participants. Group control and safety awareness	**1**	**2**	**2**				
4.	Firing line- persons getting shot.	Participants	Persons not shooting to be waiting in designated waiting area away from shooting area. Wait for signals from staff and walk down the range only. All guns to be left on firing line position cocked, never being handled while persons are down range to avoid accidental firing. Staff to keep a constant check on guns and where the participants are.	**1**	**2**	**2**				
5.	Persons being injured by rifles. Skin pinched in breach, recoil	Participants	Equipment checked and maintained by staff. Briefing on loading, shooting, aiming, and recovering targets, including wearing appropriate PPE if required, and appropriate handling of rifles and pellets. Assistance from instructor if required. Advice or warnings on incorrect use. Expulsion if continued. Hands to be kept away from hinge/ breach and placed above on barrel and stock. Good briefing and monitoring for breaking the barrel and safe reloading. Staff to help younger people. Correct positioning of the gun on the shoulder not near the face or chin and awareness of the gun’s movement on firing.	**2**	**3**	**6**				

6.	Injury from pellets	Participants	All participants to be using goggles / safety glasses when firing the gun. All other participants to be waiting in area back from shooting line. Those shooting to be spaced out along firing line. Relevant backing, which is unlikely to cause bounce back, in place. Designated viewing area defined by staff well clear and behind shooting line.	**1**	**4**	**4**				
7.	Noise damaging hearing	All	Ear defenders advised, awareness of how loud gun firing can be, and communication between group if anyone has any sensitivity.	**1**	**3**	**3**				
8.	Uneven ground, tree roots, slippery ground when wet, brambles.	Participants	Area cleared and group briefed regarding uneven and slippery surfaces. Walking and not running, especially when carrying any equipment. Upkeep of the range and the paths leading to it.	**1**	**2**	**2**				
9.	Possible heat stroke or hypothermia, minor injury major injury	Participants	Appropriate equipment worn, suncream provided by parents or group leaders. All rules as above followed by all participants. Hats, sleeves, suncream, warm weather clothes and waterproofs, water to drink	**1**	**4**	**4**				
10.	Access to and safe storage of guns and ammunition – misplacement of guns	Staff	All access and control are monitored by senior team, only qualified NRSA tutors are to have access. No guns will be left unattended at any point. Locked securely in gun safe with ammunition, key kept in separate key safe.	**2**	**4**	**8**				

11	Firing line bar/ gate for downrange access	All	Bar must be managed by an instructor, while in the up position and participants managed in and out of the range area.	**1**	**2**	**2**				

Action Plan ***(when will the above additional control measures be implemented and by whom?)***

Action	By Whom?	Deadline	Date Completed
Review of RA undertaken due to comms from EDSA flagging errors in copy 9/5/24 address omitted risk rating line 7, calculation in line 9 and terminology updated line 5	R Wilson	10/5/24	10/5/24

Signature and review

1st review undertaken:	R Wilson	**Date:**	12/1/2021
2nd review undertaken:	P Lansdown	**Date:**	18/03/2023
3rd review undertaken:	P Lansdown	**Date:**	19/1/2024
4th review undertaken:	R Wilson	**Date:**	10/5/2024
5th review undertaken:	R Wilson	**Date:**	11/02/2025
6th review undertaken	R Wilson	**Date:**	09/02/2026