

Castle Field Target Air Rifle Club (CFTARC)



The Management of Covid-19 and the mitigation of its associated risks

This document and relevant measures will be updated as and when it is deemed necessary by the Club's Management Committee, or following changes in the Governmental advice

John Amos, Chairman, October 2020

Background

Covid 19 : Target Shooting from 14th September 2020

The Government confirmed on the date above that no new restrictions applied regarding the number of participants able to attend premises/sites for outdoor sports such as target shooting, as long as:

- 1 the event is formally organised by a club or organisation; and
- 2 the relevant governing body has published guidelines on how to participate safely.

The Management Committee (MC) for CFTARC accepts responsibility regarding point 1 above and this document will outline the measures in place to manage Covid19 (C19) and its related risks at the club.

The make-up of the MC is as follows:

Chairman- John Amos
Vice Chairman- Andrew Purseglove
Treasurer- Paul Flinders
Assistant Treasurer- Andrew Purselove
Secretary- Sam Walker
Competition Secretaries- John Amos & Andy Purseglove
Development Officer- Sam Walker
Club Liaison Officer- Pete Rowley
Range Officers- Pete Rowley & Jeff Walker
Score Manager- Mark Amos
Auditor– Colin Jones

As for point 2, the governing body for our club, the British Field Target Association (BFTA) and the National Rifle Association (NRA) have produced supporting documentation and advice to aid us to continue operating in an appropriate manner.

At all times, shooters should comply with C19 secure measures whilst at the Club's site and limit social interaction outside of target shooting in-line with the Government's advice.

The Mitigation of risk

1 General Information

Since CFTARC re-opened in May this year, members have been kept informed of issues relative to C19 and given robust advice as to what they should and should not do when visiting the Club's grounds.

The following guidance (italicised) was emailed to all members and was displayed around the Club at this time.

Information for all Members of Castle FTARC

Castle FTARC will be open for club activities from 0900 hours on Wednesday 13th May 2020.

To reduce the risk to members from the Coronavirus Pandemic, a number of safeguards are to be observed at all times by all members.

If it becomes apparent that members are not following this guidance, or if the Government's advice changes, we may be forced to close again.

The rules are straightforward and are laid out below:

All members must sign in upon arrival at the club's grounds. As the office will be closed, the book outside must be used. Members should bring their own pens to facilitate this and be responsible for disinfecting themselves after handling the book. If members shoot on a Sunday, they must be aware that their shoot fees will be collected at a later date by the club's Treasurer.

No person must be within 2 metres of any other person at any time, neither in the car park or in the wood. If any person observes this rule being broken, they should tell the persons involved to move apart. If they are some distance away from said persons, they should blow their whistle once (as in a cease fire) and identify the source of the issue, and then twice (for activities to recommence).

The canteen and the office are to remain closed until further notice. If members wish to consume hot drinks and/or food, they should bring their own.

Members must avoid placing their shooting equipment on the work benches and seats provided at the club unless they are satisfied that they have personally disinfected said benches and seats.

When resetting targets with the strings, members should, if they deem it necessary, use disposable gloves or their own disinfectants to protect themselves from infection. Castle FTARC will not provide such materials as members should use their own.

On-site toilet facilities should be used with special caution and members should cater for their own safety with regard to protection and disinfection.

The club's annual competitions are closed for the 2019/2020 season, therefore, there is no need to access or handle any recording materials such as pens or scorecards.

No visitors will be allowed on site, and no new members catered for until further notice.

Members who are deemed by the Government and the Health Authorities to be especially vulnerable to the risk of infection from the Coronavirus, should weigh-up for themselves the personal health and well-being benefits of attending the club, against the potential risks to themselves and others.

Please help us all to Stay Safe, John Amos, Chairman, 12th May 2020

Subsequently, to reaffirm the message the information above was passed again to members by word-of-mouth, by telephone conversation, by email and other electronic means and via information displayed on the Club's website.

Although the club has over 90 members, it is very unusual to see more than 25 or so on-site at any given time. As stated, upon re-opening the Management Committee (MC) made some simple changes to reduce social interaction. These were;

- The suspension of the Club's annual competitions, which could only be participated in on a Sunday
- The cancellation of all regional competitions (in association with the Midlands Field Target Association) and
- The cancellation of the open competitions that the Club routinely provides each year. Namely the Cyril Julian Trophy and the Portcullis
- A “No Visitor” and no “New Member” policy was put in place immediately.

Members are encouraged to attend the site on any day of the week and since the suspension of the Sunday Club Competitions, the numbers attending previously have been reduced on this day. A payment of £2 per week will be collected by the Club's Treasurer for the remainder of 2020 regardless of which day a member chooses to shoot. Ideally this will be via electronic means rather than the use of cash.

2 Track and Trace

All members are required to “sign in” on arrival at the site on every occasion they visit. As the MC holds accurate and up-to-date records of members addresses and contact details, this will allow us to pass information to the NHS, or others if required to do so under C19 legislation.

A notice board by the signing-in book at the site displays the following information.

“The Management Committee for this site recognises the potential impact of Covid 19.

You should stay away if:

- **You have symptoms of Covid 19,**
- **You feel that you are putting yourself at an unnecessary risk by being here,**
- **You reside in a location that is subject to a local Lockdown.**

Whilst on-site you should keep a 2 metre distance between yourself and others.

You should use your own hand sanitiser as and when you feel it necessary.”

3 Social Distancing

In addition to the above, highly visible Social Distancing signs have been placed in prominent locations throughout the Club's grounds. They are on each of the walkways through the woodland and at the entrance to the grounds and will be replaced as necessary if subject to ageing and deformation.

A sign is in place at the entrance to the Canteen which states a maximum of 2 persons should be in the canteen at any one time.

A one-way system through the covered practice range is established and the number of shooters seated for practice is limited to 4.

4 Personal Hygiene

As can be seen from the detail above, members were asked to bring their own hand sanitising products to the club for their personal use. Rather than provide such products, the MC decided that this approach was preferable as it allows members to choose products to suit themselves and puts the onus on each person to be mindful of hygiene matters.

Members were informed not to share equipment, use or handle scorecards, or place their equipment on any surface if they had concerns about regarding contamination.

5 Coronavirus 19 Officer

Much of the overarching advice produced by the governing bodies of our sport mention the requirement for a C19 Officer. For CFTARC, due to sporadic attendance of members of the MC Team, it has been decided that no one person should take on the role for our club.

Furthermore, as all members of the club can visit the site at any time during daylight hours, it is impractical to expect any one person to have an accurate overview of the health and well-being of any one member.

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6 Risk Assessment Matrix

To summarise all the above, the following pages contain a précis of the potential risks C19 presents to our Club's members and the measures in place to mitigate these risks.

Function:	Air Rifle and Pistol Target Shooting in the outdoors	Club:	Castle Field Target Air Rifle Club
Location/site of activity:	Watnall Coppice, NG16 1HW	Date Assessment carried out:	03/10/2020
Groups at risk:	Club Members	Version Number:	Version 1.1
Person carrying out assessment:	Name:	Position:	Signatures:
	John Amos	Chairman	
Approved by:		CFTARC Management Committee Representatives	
Date of acceptance and publication:	October 2020	Planned review date:	As and when deemed necessary, or January 2021, whichever comes first

Potential Risk	Severity (L,M,H)	Mitigation measures	Responsible persons	Update required?
C19 spread by touching materials and surfaces	M	<p>Competitions cancelled, no scorecards, no sharing of equipment</p> <p>Members to bring their own pens for signing-in</p> <p>Members are advised to use disposable gloves or their own hand sanitiser when touching strings and resetting targets</p> <p>Members to clean seats and benches before setting equipment down</p>	<p>MC to supervise compliance by members</p> <p>All participants</p>	If Government advice is changed/ updated
C19 transmission via airborne means	L	<p>Members with symptoms told to stay away</p> <p>Strict social distancing backed-up with hi-vis signage</p> <p>A one-way system in the</p>	<p>MC to supervise compliance by members</p> <p>All</p>	If Government advice is changed/ updated

		<p>covered practice range area is in place and must be strictly observed</p> <p>A whistle to be blown to stop shooting if social distancing is seen to be not adhered to</p> <p>The office will remain closed and a maximum of two people are allowed in the canteen at any time</p> <p>All members to catch coughs and sneezes in tissues and avoid touching face, eyes, nose or mouth with unclean hands. If a tissue is unavailable then the crook of the elbow should be used</p>	participants	
C19 spread through use of club toilets	L	Members must use their own sanitising products before and afterwards	Signage for toilets to be produced and put in place	If Government advice is changed/ updated
C19 spread through handling targets etc during course changes	M	Members must use their own sanitising products before and afterwards	All participants	If Government advice is changed/ updated
C19 spread through food and drink	L	<p>Members are advised to bring their own food and drink</p> <p>If members use the canteen they must only prepare items for their own consumption</p>	All participants	If Government advice is changed/ updated
C19 spread from visitors and members of other clubs	L	<p>Regional and national competitions suspended</p> <p>No new members and visitors are allowed</p>	All participants	<p>Under review in January 2021</p> <p>If Government advice is changed/ updated</p>
C19 spread from	L	Members in local	All	If Government

members who are subject to a local lockdown		lockdown areas will be asked to stay away	participants	advice is changed/ updated
Risks due to the attendance of vulnerable members	H	Members in the most vulnerable demographic groups should stay away from the club	Advice from MC and fellow members	If Government advice is changed/ updated
Members unaware of C19 measures	L	Effective communication structure established. Email, Website information, word-of-mouth, personal telephone calls to those without electronic communication methods. Also effective and relevant signage at the Club's grounds	MC and fellow members Club Secretary/ Development Officer	