

## STANDARD OPERATION PROCEDURES

### Archery Range

#### J. Edward Mack Scout Reservation & Bashore Scout Reservation

For requirements refer to the Boy Scouts of America National Shooting Sports Manual, Guide to Safe Scouting, and the National Field Archery Association/USA Archery rules on operating an Archery Range.

Below are additions or clarifications.

#### **Range Opening Inspections:**

- All equipment must be inspected daily before use. Any equipment deemed unsafe should be immediately taken out of service and reported to the Camp Ranger.
- Physical range must be inspected daily before use. Any situation deemed unsafe requires the range to be immediately shut down and the range is not to be reopened until the situation is corrected. Any unsafe condition should be immediately documented using a BSA Incident Report Form and be reported to the Camp Ranger and Council Shooting Sports Chair immediately so they can be involved in assessing and correcting the situation.

#### **Minimum Participant Age:**

- No person under age 6 is allowed to participate.

#### **Arrows:**

- All youth are to be sized for their arrows.
  - Most will be fine with 30 inch arrows, but you should still look out for the youth with longer arms that may need to be upgraded to the 32 inch arrows.
- All adults are to use the 32 inch arrow.
- The only tips that are to be used on this Range are Target and Field tips.

#### **Bows:**

- All Archers are to be sized for their bows.
  - To size a recurve bow place the limb tip on the shooter's toe. The length of the bow must extend above the shooter's chin.

#### **Range Operations:**

- When Bows are out but not in use they should be hung properly. Recurve bows should be hung horizontally with limbs up.

- When the bows are not in use they are to be stored properly. Recurve bows should be stored horizontally with limbs up.
- Make sure all Archers know the range rules that are posted.
- Two people at a quiver only.
- No cross shooting only shoot the target that is in front of the quiver.
- 3 Lines on the range
  - Firing Line/Target Line
    - This is the line with the quivers.
    - This line doubles the Firing and target line.
    - When the bows are in the hands of the archer this line is the Firing line.
    - When all bows are down and the bows are hung up the then this line becomes the target line but only when all bows are down.
  - Safety Line
    - This line is the without the Quivers.
    - This line is the buffer for any action that is to take place on the range.
      - Approaching firing line
      - Retrieving arrows
      - Pick up bows
    - The archers do not cross this line without one of the range workers permission.
  - When archers are done shooting they should hang up their bows under the pavilion.
- When Retrieving arrows
  - At least one instructor should stay back to assure that all archers are retrieving their arrows correctly.
  - Only one puller at the target at a time.
  - Per BSA Guidelines, when carrying arrows back to quivers, arrows are to be carried in two hands horizontally with one hand near the fletchings and one hand near the tips, palms down.

**Other Important Information:**

- All Cub Scout shooting of archery must use the “coach-pupil” method in which an adult works 1-on-1 with each Cub. In most circumstances this should be a parent or adult leader. These individuals do not have to be certified as BSA Range Masters or NRA Instructors as long as required RSO & Range Master/Instructor ratios are met.
- All RSO and Instructor range commands must be followed by all shooters, and spectators.
- RSOs and Instructors will be identified by wearing bright colored vests.
- Horse play of any kind is not permitted on range and can lead to being immediately expelled from the range. (Remember the buddy rule)
- Spectators are not permitted to talk to or to heckle shooters on the line at any time, and are not to carry on conversations when the range is in use for safety reasons.
- Shooters are not to talk to each other as this can lead to distractions and waste of their allotted shooting time.

## **Archery Range Commands**

### **1. Enter To The Waiting Line**

- a. Shooters step up to waiting line behind assigned shooting position

### **2. On the Line**

- a. Shooters and any assistants move to the firing line. Archers pick up bows and show the proper shooting stance.
- b. Archers demonstrate how to nock an arrow

### **3. Commence Firing**

- a. Shooters fire allotted round one at a time.
- b. Dropped arrows should not be picked up.
- c. When finished, Archers replace their bow where they got it and step back to the waiting line.

### **4. Cease Fire**

- a. Shooters immediately stop shooting, put down bows, return arrows to quivers, and step back to the waiting line.

### **5. The Line is clear**

- a. Ensure firing line is clear. At Mack ensure that the BB range is also clear before allowing anyone out to retrieve their arrows.

### **6. Walk on the Range to Get Your Arrows**

- a. Archers walk onto the range and stop at the target line.
- b. Instructor demonstrates how to pull arrows from targets and how to carry arrows.

### **7. Retrieve Arrows**

- a. Archers retrieve their arrows and step back to the target line

### **8. Return to the Shooting Line**

- a. Archers return arrows to their quivers and step back to the waiting line.