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# Bowmen of Darenteford

## Club Rules

<b>Responsible for Review of Rules</b>
Club Committee

<b>Change History</b>			
<b>Version</b>	<b>Approved By</b>	<b>Date of Approval</b>	<b>Next Review Date</b>
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## 1. Introduction

- a. Bowmen of Darenteford is part of Archery GB (as per the Constitution) and all Members are to abide by Archery GB's Rules of Shooting, Code of Conduct and Archery GB guidelines and policies.
- b. Bowmen of Darenteford also has its own policies and guidelines that Members are to abide by and these are available on the club website.
- c. The Club Rules are in place to set out the day to day running of Bowmen of Darenteford and the expected conduct of its members and visitors.

## 2. Definitions

<b>The Club/Club</b>	Bowmen of Darenteford
<b>Archery GB/AGB</b>	Trading name of Grand National Archery Society (GNAS)
<b>Members</b>	All club members (adults and members under the age of 21)
<b>Associate Members</b>	All members who have joined the club as an associate member and their primary club is not the Club
<b>Archers</b>	All club members, associate members and visiting archers
<b>Parents/guardians</b>	Parents/guardians of those under the age of 18 and not a club member
<b>Non-shooting visitors</b>	Visitors who are not shooting
<b>AGB Guidance</b>	This references all Archery GB guidelines and policies such as Rules of Shooting, Code of Conduct and Safeguarding Policy

## 3. General Conduct

- a. All those attending the club are to comply with the AGB Guidance, the Club's Rules, policies and Constitution.
- b. All those attending are to treat each other and external visitors such as school staff and site owners with respect in line with AGB Guidance and the Club's policies
- c. Members, Associate Members and visitors are not permitted to approach the Club's hosts (such as school caretaker and landowner) to discuss club matters or use of facilities, except in the event of an emergency. All communication must be directed to the Committee or a designated keyholder.
- d. All club shooting activity is to comply with AGB Guidance, the Club's Risk Assessments, Club Rules and policies.
- e. Any Member or Associate Member found not to be complying with the Club Rules, policies or AGB Guidance may at the discretion of the Committee be suspended or expelled from the Club.
- f. Any Archers, parents/guardians or non-shooting visitors found not to be complying with the Club Rules, policies or AGB Guidance may be asked to leave club premises and may at the discretion of the Committee be banned from further attendance at the Club.



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- g. No Member is to make disparaging comments about the Club or bring the Club into disrepute.
  - h. No litter or cigarette ends are to be left at the indoor or outdoor venue. All rubbish must either be disposed of in the bins provided or taken home.
  - i. If Archers, parents/guardians or non-shooting visitors have any allergies, they should notify the Range Officer/keyholder and discuss if any announcement to those attending should be made.

#### **4. Range and Shooting Rules**

- a. The range and shooting rules apply to all club shooting.
- b. All timings for shooting and venues will be made available to Members via the club website and email updates.
- c. All Archers are expected to arrive no earlier than 15 minutes before assembly.
- d. All Archers are expected to arrive in time to help with setting up equipment and remain to help with the packing away of the equipment.
- e. All Archers are to help set up the range and faces before assembling their own equipment.
- f. At the end of shooting, all Archers are to help pack down the range and faces before disassembling their own equipment.
- g. It is the Archer's responsibility to ensure their AGB membership, county and region fees are current and valid on the day of shooting.
- h. Members and Associate Members should be prepared to show their AGB card (physical or electronic) when requested and visiting archers should show their AGB cards (physical or electronic) prior to shooting.
- i. If an Archer is running late, they should notify the Range Officer or an appropriate keyholder so they can allow for target space. They should also make reasonable endeavours to pack the range down.
- j. If an Archer needs to leave early, they must notify the Range Officer or an appropriate keyholder as soon as possible on the day of shooting. They must make reasonable endeavours to help set the range up.
- k. Any Archer wishing to finish the session early should ensure the target and stand they are using is packed away before they leave the indoor/outdoor range, unless someone else is also using it.
- l. Extra targets may only be set up with the Range Officer or keyholder's permission.
- m. In accordance with AGB Rules of Shooting, there is to be no more than 6 archers to a target.
- n. If an Archer wishes to change bosses during shooting, they should check with those already shooting on that boss to confirm there is space and take a place not already in use.
- o. Parents/guardians and non-shooting visitors must remain behind the shooting line during shooting. They must obtain the Range Officer/keyholder on the day's permission if they wish to cross the shooting line once the range is safe, such as to assist with scoring/retrieving arrows.



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- p. If a shooting day is cancelled, the Committee shall make reasonable attempts to notify the Club prior to the start time. In the event relevant communications have not been relayed, Archers may not shoot without a keyholder present.
  - q. It is the Archer's responsibility to only assist with set up/pack down within their capabilities. If they are unable to, they should ask for help or assist in light duties.
  - r. AGB supports lone shooting, however due to the Club's Risk Assessment/facilities, an Archer must not shoot at the Club on his/her own at any time.
  - s. All Archers must only shoot at the indoor/outdoor venue on the days and times stated and with a keyholder present.
  - t. It is the Archer's responsibility to bring their own refreshments, drinks, medication, chairs, tents and/or groundsheet.
  - u. For safety, Archers must wear closed toe shoes. Archers should have long hair tied back, remove jewellery between the nose and navel and tuck drawstrings from hoodies away to ensure safe string clearance on shooting.
  - v. Any faces not deemed to be appropriate to reuse for next shooting should be disposed in the bins provided or taken home for disposal.
  - w. All Archers are to park in the designated parking areas.
  - x. If an Archer has any queries or questions about the Rules of Shooting or any other matters, please ask the Range Officer/keyholder.
  - y. All club shooting days are classified as target days and thus all classifications can be claimed for rounds shot.

## **5. Additional Indoor Shooting Rules**

- a. The additional indoor rules set out below are in addition to Paragraph 4: Range and Shooting Rules.
- b. The indoor fees for Members, Associate Members and visiting archers will be determined by the Treasurer and ratified at the Annual General Meeting.
- c. The indoor range shall be set up in accordance with the Indoor Range Plan and Risk Assessment available on the club website.
- d. In order to set up the backstop net, there must be at least five able bodied Archers to shoot indoors.
- e. The indoor schedule determining the rounds shot each night will be made available on the club website.
- f. There are limited spaces each night and places will be allocated on a first come first served basis as follows: Members, Associate Members, then visitors from other clubs. If a Member arrives after a visitor from another club, the Member takes priority.
- g. Distracting noise and loud chatter behind the line should be deterred when shooting is in progress. Background music may be played but must be agreed by all shooting on the night and played at a suitable volume.
- h. Archers are to pay the appropriate indoor fees either as the range is being set up or before assembling their own equipment.



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## 6. Additional Outdoor Shooting Rules

- a. The additional outdoor rules set out below are in addition to Paragraph 4: Range and Shooting Rules.
- b. There is no fee for Members or Associate Members shooting outdoors. Visiting archers are to pay a green fee before setting up bows or commencing shooting.
- c. The outdoor range shall be set up in accordance with the Outdoor Range Plan and Risk Assessment available on the club website.
- d. The outdoor schedule clarifying the rounds and competition days will be made available on the club website. This will also detail the winter shooting times and summer shooting times.
- e. On arrival at the outdoor range, all Archers, parents/guardians and non-shooting visitors are to sign in. Anyone arriving late to site must make sure they sign in before doing anything else.
- f. On signing in, the keyholder on the day will advise the longest round to be shot.
- g. While signing in all Archers are to advise the distances and round lengths they wish to shoot on the day. This will then be checked against other requested distances and rounds and accommodated if possible. Due to a limited number of bosses, Archers should be flexible on how/when changing distances to help accommodate everyone.
- h. It is every Member's responsibility to make sure the range is packed away completely and securely. This includes counting all the pegs back in and padlocks locked with numbers scrambled as per the Club's Risk Assessment and Storage Plan available in the green toilet trailer and the Club website.

## 7. Outdoor Shooting – Summer Evenings

- a. Evenings will apply to weekday evenings. Details of dates, times and venue will be on the club website.
- b. Due to limited time in the evenings, targets are to be set up and shot at fixed distances. If an archer wishes to shoot a short round, it must be single distance. If an archer wishes to shoot a round across two distances, this must be agreed with those shooting on the night and if possible two targets set up.

## 8. Outdoor Shooting – Target Days

- a. Target Days will apply to all shoots. Details of dates, times and venue will be on the club website.
- b. On certain occasions, the field can be set as "split field" to allow for bow tuning, training or beginners courses. This must be sorted out on signing in with the Range Officer/keyholder of the day. There must be at least two Archers involved in both areas.

## 9. Outdoor Safety Rules

- a. All safety fences to be checked in place and warning signs are to be erected prior to any commencement of shooting as per AGB's Guidance and the Club's Outdoor Range Risk Assessment.



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- b. All in attendance must ensure the main gate onto the range is closed before shooting commences.
  - c. Full carbon arrows may be shot at the outdoor venue only at pre-organised open record status events.
  - d. All lost arrows must be reported immediately to the Range Officer/keyholder.
  - e. All arrows must be found on the day of shooting and before leaving the range. If an arrow cannot be found, the Range Officer/keyholder is to notify the outdoor site owner before leaving site and make suitable arrangements to resume the search at the next most appropriate date.
  - f. Any damage noticed or caused to the field or surrounding structures such as fences must be reported to the Range Officer/keyholder.
  - g. Any debris from the target stand and securing pegs must be collected up.
  - h. For safety, all bosses are to be set up by two people per boss. As such, no Member is to set up the range on their own.
  - i. No unauthorised cars are to be driven on or parked on the field.
  - j. No dogs are to be brought onto the field at any time.

#### **10. General Information**

- a. Outdoors, there is a notice board in the shed. All club information i.e. tournaments, club competitions, entry forms etc. are posted here and on the club website.
- b. The Club holds various club competitions during the year both indoors and outdoors. To be eligible, the Member must have shot at least three appropriate rounds and obtained a handicap. If they do not have a handicap please contact the Tournaments Officer who will advise if they may still shoot.
- c. Details of fixtures and rules can be found on the club website.
- d. On an advised club competition or fixture date, only the specified rounds are to be shot. The field will be closed to normal shooting.
- e. Members are required to sign up to a club competition / fixture in advance either by sign up sheet or email to the Tournaments Officer. If an Archer shows up on a competition / fixture day without signing up, there is no guarantee they will be able to shoot.
- f. The Tournaments Officer will advise if Rule 307 of the AGB Rules of Shooting applies for any club competition/fixture hosted by the Club. In addition to paragraph 4u regarding appropriate dress, Members are encouraged to wear Club shirts, tops representing archery organisations or plain tops and should not wear blue denim or camouflage pattern.
- g. Members are encouraged to wear the Club shirt when representing the Club at external clubs, beginners courses, taster sessions and hosted events involving members of the public.
- h. The Club will allow Members to shoot indoor rounds outdoors and claim records and badges but any indoors rounds shot outdoors will not count towards the Member's indoor handicap. If a Member is unable to attend indoors sessions but still wishes to obtain an indoor handicap, they should contact the Records Officer or a Committee



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Member who will raise the issue with the committee, who will then advise if the Member's outdoor scores are valid for indoor handicap consideration.

**11. Members under the age of 18 and Parents/guardians of Members under 18**

- a. Members under 18 must be accompanied by a parent/guardian at all times while on any shooting ground.
- b. Members under 18 can only shoot when two adult Members are shooting.
- c. The parent/guardian is responsible for the Member under 18's behaviour and safety, and that their own conduct is in accordance with AGB Guidance, Club Rules and Club policies and does not interfere with any other archer shooting.
- d. Parents/guardians who are not AGB members must obtain the Range Officer/keyholder on the day's permission if they wish to cross the shooting line once the range is safe, such as to assist with scoring/retrieving arrows.
- e. The parent/guardian is responsible for the Member under 18's behaviour, safety and conduct, as well as scoring and pulling their arrows.
- f. If the Member under 18 shoots at any other club or venue, the parent/guardian will be expected to go with them and observe all of the above and any rules of the other club.

**12. Visiting archers and visitors**

- a. Visiting archers must be affiliated with AGB. They must be invited by a Member and with the permission from at least one member of the Committee and upon payment of the green fee/indoor fee as appropriate.
- b. Visiting archers who are not affiliated with AGB will not be permitted to shoot.
- c. It is the responsibility of the Member inviting the visitor (whether they are shooting or not) to ensure they follow the Club Rules and fully understand the range safety and etiquette.

**13. Finances**

- a. The financial year of the Club shall run from 1 October to 30 September.
- b. Expenses are to be provided to the Treasurer with valid receipts and/or invoices. The Treasurer reserves the right to approve or deny reimbursement.