

Archery Activity-Specific Plan

Camp Name: Date:
Prepared by: Title:
Phone number: Email:
Signature:

Complete the following plan for each archery activity that campers participate in. Submit the completed plan to the [local health department or State District Office](#) that has jurisdiction in the county where the camp is located for review.

A copy of the approved plan must be maintained at the camp and reviewed by the activity leader prior to overseeing the activity.

For Health Department Use Only

Approved: Yes No

Reviewer: Date: Comments:

For on-site archery activities, the activity leader must be at least 18-years-old and competent in archery activities including, but not limited to; use and maintenance of equipment, proper constructing of a shooting range, and instruction of correct shooting techniques.

When archery is conducted at a location where the camp staff certified in first aid and CPR are not readily available, the activity leader must possess or be accompanied by staff who possesses current first aid and CPR certification in an approved course. NYSDOH Fact Sheets listing approved CPR and First aid certifications are available by contacting your local health department or at www.health.ny.gov/environmental/outdoors/camps.

1. List the required prerequisites for the activity leader (e.g. training, skills, experience, certification):
 - Minimum age: 18 years-old 21 years-old or older Other (specify):
 - Experience (specify in number of weeks or other quantifiable time period):
 - Certification(s) (specify):
 - Training (specify):
 - Other Skill or knowledge required (specify):
2. Does the activity leader need to possess or be accompanied by staff who possesses current first aid and CPR certifications for this activity?
 - Yes No

Subpart 7-2 requires that an archery staff-to-camper ratio of one for every 10 campers on the firing line is maintained and that all archery staff possess training in archery. A minimum of one activity leader and one staff member must supervise activities that occur at locations where additional camp staff assistance is not readily available (within five minutes).

3. What ratio of counselors to campers will be maintained?
 - 1:8 for campers younger than 8-years-old 1:10 for campers 8-years and older
 - Other (specify)
4. Supervision – describe any specific duties of the activity leader, counselors and other specialty staff (if any) for this activity.
 - None
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5. List participant prerequisites (e.g. training, skills, experience, age). Check all that apply.
 - Campers and archery staff must complete a safety orientation that includes:

- Procedures for firing and retrieving arrows
- Safety rules (e.g. never shoot arrows up in the air, only shoot at targets, obey shooting and retrieval commands, non-shooters must remain behind ready line)
- How to string a bow
- Inspection of equipment
- Other (specify) Enter text here.

Demonstrate the ability/maturity to follow directions and safety rules

Must be a minimum of Enter text here. years old (specify)

Other participant prerequisites (list): Enter text here.

6. What safety equipment is required to be used by participants?

Stringer Armguard Tabs (to protect fingers) Chest protector

Other (specify) Enter text here.

The archery range must not endanger any person or persons in other program activities and be clearly marked to warn passing campers away from the danger area. The shooting area must have at least 50 yards of clearance or archery net behind each target. Archers must fire from a common firing line and a ready line shall be marked behind it. The range should be setup so that shooters are not facing into the sun.

The bows and arrows must be stored in a locked cabinet.

7. Who is responsible for the setup and maintenance of the archery range and warning signs to ensure that the use of the range does not endanger participants or bystanders?

Activity leader Camp Director Other (specify) Enter text here.

8. What safety rules will be employed at the archery range?

- Campers not shooting and spectators must be kept behind the ready line.
- Shooters are required to straddle the shooting line to prevent accidents caused by shooting from behind another person
- Only arrows with target tips will be used. Broadhead arrow points, which are used for hunting, will not be allowed.
- No one will cross the firing line to retrieve arrows until signaled by the activity leader or designated staff. The command to retrieve arrows will only be made after all shooters on the firing line have fired all their arrows and set their bow down.

Check to indicate agreement with the above safety rules. Specify additional or alternative safety rules in the space provided below.

Enter text here.

9. How often does the archery staff inspect the equipment for damage (arrow, bows, etc.)?

Prior to each day's use

Weekly

Other (specify)