

# CAMBRIDGE UNIVERSITY SMALL BORE CLUB

## SAFETY POLICY 2023-24



### 1. Safety Policy Statement

Cambridge University Small Bore Club (CUSBC) is strongly committed to encouraging our members to take part, whilst seeking to ensure that the health, well-being and safety of each individual is managed effectively.

### 2. Duties

To support our Health and Safety policy statement, the Committee are committed to the following duties:

- Undertake regular, recorded risk assessment of all activities undertaken by the club.
- Create a safe environment by continuously improving health and safety standards by putting measures in place as identified by the assessment.
- Ensure that all members are given the appropriate level of training and competition by regularly assessing individual ability dependant on age, maturity and development.
- Ensure that all members are aware of, understand and follow the club's health and safety policy.
- Appoint a competent club member to the position of Safety Officer to oversee health and safety responsibilities.
- Ensure that normal operating procedures and emergency operating procedures are in place and known by all members.
- Provide access to adequate first aid facilities, a telephone and a qualified first aider at all times.
- After any H&S incident or 'near miss' during any club activity or whilst on the club premises, the relevant paperwork, including an Incident Report Form, must be filled in and submitted to the University Sports Service at the earliest possible time, which is the responsibility of the Secretary.
- All CUSBC shooting operates under the safety rules set forth by the National Small-bore Rifle Association (NSRA), supplemented where necessary by the relevant Home Office and Police regulations and guidance concerning firearms and ammunition.
- At least 3 members of CUSBC must hold NSRA or NRA RCO qualifications at all times. Those qualified will maintain a list of others they deem to be knowledgeable and safe enough to be an RCO.
- On the range, the RCO has the responsibility to ensure safety in all matters. RCOs must be aware of the Range Standing Orders governing the range which they oversee.
- Ensure that the implementation of the policy is reviewed annually at the AGM and monitored for effectiveness.

These safety duties are to be the responsibility of the club Safety Officer, although safety is a matter for the whole committee and they should be regularly updated on the work of the Safety Officer.

### 3. Responsibilities of Club Members

- Take reasonable care for your own health and safety and that of others who may be affected by what you do or not do.
- Co-operate with the club on health and safety issues.
- Correctly use all equipment provided by the club.
- Not interfere with or misuse anything provided for your health, safety or welfare.
- It is strongly advised that members advise the Captain or Welfare & Safety Officer in confidence of any medical condition which may influence their H&S during shooting activities, for example asthma, panic attacks or severe allergies. Members with such conditions are strongly advised to ensure that they carry any appropriate medication with them on all club activities.

These safety duties are to be the responsibility of the individual club members, in co-operation with the Safety Officer.

#### **4. Equipment**

- All club equipment is stored securely at all times when not in use. Rifles and ammunition in particular must always be stored, as required by law, in approved lockers, of which the Club keeps several at Bisley and at the small-bore range. In transit, as required by the Firearms Acts, all reasonable precautions must be taken to ensure the security of rifles and ammunition – e.g. separation of bolts from rifles.
- Rifles undergo servicing by a qualified and experienced armourer. Any mechanical defects or safety concerns surrounding a club rifle must be brought to the attention of a Committee member who must ensure that the rifle is inspected and if necessary repaired before further use.
- Members using private rifles **must** ensure that these are regularly serviced and free from mechanical defects which might create a safety issue. Rifles known or suspected to have a fault which may impair safety must not be used until the fault has been corrected.
- It is the responsibility of individual members of the Club to ensure that any other personal equipment is securely kept and properly maintained.

These safety duties are to be the responsibility of the club Equipment Officer.

#### **5. Ammunition**

- Ammunition purchased by the Club must come from reputable retailers and manufacturers and be safety tested to the industry standard.
- Members may shoot their own ammunition so long as it meets the same standards required by the Club

These safety duties are to be the responsibility of the club Equipment Officer.

#### **6. First Aid**

- All club shooting takes place on ranges which have full First Aid provision.
- The Safety Officer is responsible for ensuring that the first-aid kit of CUSBC's home range (Queen Elizabeth Way Range) is kept well-stocked and that its components are fit for purpose.

These safety duties are to be the responsibility of the club Safety Officer.

#### **7. Conduct on the Range**

- Shooters must abide at all times by the NSRA's safety regulations.
- A rifle is never to be pointed anywhere except in the direction of a target and must not be loaded unless the RCO has given permission and it is in all respects safe to fire.
- Once the bolt is closed the rifle must remain pointed at the target. If a shooter hears the words of command 'STOP!' or 'STOP, STOP, STOP!', or several blasts of a siren while shooting, he or she must remove their finger from the trigger, keep the rifle pointed at the target and await further instructions.
- In the event of a misfire or light strike, the shooter must make the RCO aware of the situation, whereupon the RCO is to act as dictated in the NSRA's safety regulations.
- Shooters and RCOs should be aware of the dangers inherent in outdoor shooting in severely inclement weather, especially heavy rain or thunderstorms, and avoid exposure to such conditions.
- The RCO has the authority at any point to add further rules and restrictions to increase the safety of the range.

These checking and enforcement of the above safety duties by club members is to be the responsibility of the club Safety Officer.

#### **8. Personal Protective Equipment**

- All shooters must wear serviceable ear protection when on or in the vicinity of the firing point.
- During shooting it is highly recommended that shooters wear either earmuffs earplugs.
- It is the responsibility of the Safety Officer, in co-ordination with CUSBC's Equipment Officer, to ensure that all ear defence owned by the clubs is of serviceable quality.

- Eye protection is not routinely used in shooting and need only be worn in matches whose conditions specifically call for it, as laid down by the NSRA/NRA/CPSA guidance.

These safety duties are to be the responsibility of both the club Safety Officer and Equipment Officer.

#### **9. Novices**

- New members who join the Club shall carry probationary status. Members with probationary status must only shoot under the direct supervision of a senior member, and may not do so until they have been trained in range and firearm safety.
- New members are required to either be FAC holders or ensure that their tutor is aware of their activities through the method provided by the club in any given year. Please note that their tutor is not required to condone or permit the activity but merely to have had to positively acknowledge that their tutee is engaged or intends to engage in the sport.
- They must further affirm, as required by law, that they have not been convicted of any offence which would render them ineligible to possess firearms and ammunition nor had an application for an FAC/Shotgun Certificate refused by the Police.

These safety duties are to be the responsibility of the club Safety Officer and Novice Officer.

#### **10. Travel**

- It is the club's policy that those driving members to and from club activities be experienced drivers with clean licenses.
- It is advisable that a non-travelling Committee or Club member keeps in contact with the team when away, for example at Bisley.

These safety duties are to be the responsibility of the club Safety Officer.

#### **11. Accommodation**

- Care is to be taken over all potential hazards while staying on Bisley Camp or elsewhere, including food safety. Cooking must be carried out according to the rules of good hygiene and common sense.

These safety duties are to be the responsibility of the club Safety Officer.