



Capital Field Archers - Risk Register

Risk Number	Date Raised	Risk	Likelihood	Consequence	Risk Level	Existing Mitigation / Controls	Mitigated Risk Level	Date of Last Review
1	20/05/2020	COVID-19 may be transmitted between CFA members and/or visitors during club activities resulting in illness or death.	Remote	Catastrophic	Medium	Government COVID-19 directives: - Limit outdoor gatherings in accordance with current local Government policy. - Observe appropriate social distancing. - Practice frequent hand hygiene (20 seconds soap and water/hand sanitiser). - Practice respiratory hygiene (Cover nose and mouth when coughing/sneezing. Avoid touching your face). - Stay home if unwell or in high risk categories. - Get tested if exhibiting any of the following symptoms: cough, sore throat, shortness of breath. ABA specific COVID-19 recommendations adopted by CFA: - Archers are to use their own equipment - Shoot groups are not to move to the next target until it has been vacated by the preceding group. - Handwashing station to be available at site. - Club equipment is to be cleaned/disinfected after each person's use. - Perform frequent cleaning of any communal areas / toilet facilities / common equipment. - Discourage the sharing of water bottles/food. CFA specific COVID-19 directives: - All members and visitors are required to register their attendance at each event. - Current COVID-19 directives/recommendations are to be stated at the pre-activity briefing. - Current COVID-19 directives and recommendations are to be prominently displayed at site.	Low	12/04/2026
2	25/05/2020	A club member or visitor is left on the range after cessation of daily activities.	Unlikely	Moderate	Medium	- A strictly enforced attendance register, where all members are required to register upon arrival, and also prior to departure. - Mobile phone reception is available from the clubhouse area. - Back-to-base security camera operating 24x7 to monitor clubhouse area.	Low	12/04/2026
3	25/05/2020	A club member or visitor is physically injured during a club activity.	Unlikely	Catastrophic	High	- Pre-shoot briefings include emergency procedures. - Course layouts designed to meet or exceed ABA safety requirements. - Enforcement of ABA Field Archery safety protocols. - Appropriate maintenance of field ranges and facilities. - Training and supervision of new starters / visitors. - Junior and cub members are supervised by at least one adult when on the ranges. - Some club members currently hold First Aid certifications. - Onsite medical kit & snake bite kit available. - Mobile phone reception is available from the clubhouse area. - Gates are clearly marked for emergency services vehicles access.	Low	12/04/2026
4	25/05/2020	An animal is injured during a club activity.	Unlikely	Moderate	Medium	- Courses are designed to maximise visibility of the shoot lane before and past the target position where possible. - Mobile phone reception is available from the clubhouse area. - Gates are clearly marked for emergency services vehicles. - Phone contact numbers for Parks and Wildlife rangers are available. - Namadgi National Park Ranger Station is located less than 5km from the club house.	Low	12/04/2026
5	25/05/2020	Bushfire / Adverse Weather Events	Unlikely	Moderate	Medium	- Monitor weather forecasts prior to each event to make informed decision regarding cancellation / deferral. - Provision of sheltered areas. - Pre-shoot briefings include emergency procedures. - Club members are connected via UHF radios during Club events. - Multiple exits are available to depart the site. - Mobile phone reception is available from the clubhouse area. - Rural Fire and Emergency services contact phone numbers are available. - Onsite water store available for small fire fighting (3000 litres). - Gates are clearly marked for emergency services vehicles access.	Low	12/04/2026
6	25/05/2020	Theft of club equipment and/or damage to club property.	Possible	Moderate	Medium	- Club equipment is normally locked inside one of the three storage containers. - Multiple game cameras established throughout the club location. - Club has its critical equipment insured for full value. - Club equipment list and associated value regularly reviewed.	Low	12/04/2026