



4th July 2021

COVID SECURE PROCEDURES FOR THE USE OF NSC RANGES FROM 5 July 2021

General

1. On 19th July 2021 the National Covid Precautions will be reviewed. This is likely to see result in Covid restrictions being further reduced allowing the NSC to return to pre Covid 19 Standard Operating Procedures. These procedures remain extant until that time.
3. Persons travelling to Bisley are responsible for compliance with Covid-19 restrictions set by the Devolved Administrations including travel restrictions, in addition to any local Covid-19 restrictions applicable in their location
4. All personnel attending the National Shooting Centre (NSC) should undertake a self-assessment for any Covid-19 symptoms before travelling to Bisley. If you are experiencing any symptoms then it is advised that you do not travel and you call 111 to seek further advice.
5. If you are feeling unwell or have Covid-19 symptoms, please do not visit the National Shooting Centre (NSC), no matter how mild the symptoms. The NSC has put in place COVID-secure procedures throughout the camp. Please adhere to NRA Covid-19 policy and procedures. You must maintain social distancing at all times, and practice regular hand hygiene throughout your time on site.
6. Any changes to Covid-Secure Procedures will be publicised via Notice Boards, NRA/NSC announcements and email to members.
7. In order to facilitate Track and Trace Members and Visitors are encouraged to “Check in” at the NSC using the NHS QR Codes displayed on site in conjunction with the NHS App.

COVID PROCEDURES AT THE NATIONAL SHOOTING CENTRE FOR CLUBS / RECREATIONAL SHOOTING

GENERAL

8. The restrictions on NSC ranges currently remain unchanged and will be reviewed following the announcement on 19th July 2021. This document details the procedures that are to be followed at the National Shooting Centre (NSC) and is in addition to normal range regulations, which remain extant and the authoritative document.
9. The safety of our members and staff remain our priority. All personnel attending the National Shooting Centre are to:
 - Adhere to Covid related signage with particular regards to social distancing and hand hygiene
 - Sanitise hands regularly. Hand sanitising stations will be positioned in public areas and on each range.

- In order to be effective personal hand sanitiser must be >60% alcohol.

RANGE BOOKING PROCEDURE

10. Members wishing to shoot upon the NSC ranges are to:

- **Pre-book on line and pay in advance**
- Attribute the range booking to an individual who is responsible for “Test and Trace” within the group.

11. In addition:

- Guest Days are likely to be permitted post the Imperial Competition from Aug 2021.
- Random Membership and SCC checks will be carried out on the range.

ARRIVAL AND RECEPTION

12. Members are now permitted to enter the Range Office under the following conditions:

- Face coverings must be worn
- Entry is controlled by a red/green light. When the light shows as Red this is strictly a one in one out policy. There should be a maximum of 6 customers in the range office at any one time.

13. The afternoon/evening prior to the booking lane allocations will be published on the website under the latest range information page (Due to GDPR all individual bookings displayed online will be identified by Bid No). Alternatively, please click the following link to view: <https://nra.org.uk/nra-bisley/ranges/latest-range-information/range-booking-lane-allocation>

- Sign on sheets, Lane allocation and radios will be available at the rear of the range office.
NOTE - Radios annotated ** are shared and should only be handled by persons wearing protective gloves.
- ROs are to sign on to the range and assume responsibility for the conduct of their party in accordance with NSC Covid-19 policy.
- The Lane Allocation list will provide details of the allocated radio. **Please do not take a radio that is not allocated to you. On weekends Radios will be issued out at the back of the range office.**
- Some radios will be issued for the whole day. Please note the allocation for the PM which will be indicated on the sheet.
- Radios allocated to private markers will be issued to the shooter who is responsible for liaison with their privately hired marker. **Please ensure that your private marker is aware of the arrangement**

- Personal radios will be issued inside zip lock bags, please do not remove the radio from the bag.
- Radios are to be returned to the rear of the range office.

IF YOU NEED TO SPEAK TO A MEMBER OF THE RANGE OFFICE STAFF please observe:

- **Social distancing.**
- **The queuing system.**
- **The Range Office controlled entry.**
- A queuing system will be in place.
- **PLEASE DO NOT:**
- Attempt to speak over or under the protective screen.
- Attempt to pay with cash.

PLEASE DO:

- Wear gloves
- Present FACs open on the relevant page
- Pay by card
- Have your membership and SCC card readily available if asked

FIREARMS AND AMMUNITION PURCHASE

- Protective gloves are to be worn by all parties involved in armoury transactions.
- Ammunition may be purchased from the Range Office.
- NSC firearms are not available for hire during this period.
- NSC firearms will be available to NRA and NSC staff for use during competency assessments.
- Personal firearms are to be sanitised prior to returning to the Armoury.

ON THE RANGES THE FOLLOWING PROCEDURES ARE TO BE ADHERED TO:

- Prior to arrival look on line to identify your lane allocation.
- On arrival at Bisley the RO must go directly to the rear of the Range Office to collect a radio and sign on to the range. All other members of the party must go directly to the range. Face to face contact should be avoided.
- Sanitise all range surfaces and equipment with the sanitiser and wipes provided. This process must be repeated if shooters are rotated.
- Turning Target controllers will be provided in sanitised zip lock bags on the range. Please do not remove the controllers from the bags.
- Radios and Target Controllers are to be sanitised before they are handed over to another shooter.
- You may populate firing points on Stickledown and Century Ranges with two shooters.

Note - On Short Siberia:

- o covered firing points, only one bench per firing point may be used
- o One shooter per lane on all other lanes.
- The RO is responsible for ensuring that Covid procedures and social distancing is observed.

- On multi bay GR&P Ranges shooters are not permitted to move between bays. Entrance to each bay is to be via the designated door.
- On the firing point Shooters are to attract the attention of the RO by raising a hand, they are not to call out.
- Shooters are responsible for declaring their own firearm clear. They are to carry out a 3 point check:
 - o On the face of the bolt
 - o In the chamber
 - o In the magazine housing

A declaration of "Clear" is to be made to the RO who may conduct a secondary check from a safe distance.

ON NO ACCOUNT MUST A LOADED FIREARM BE REMOVED FROM THE RANGE

- The RO is to operate from behind the shooter and avoid being directly alongside.
- ROs must have a face covering available for use should they be required to approach a shooter.
- Communication with NSC staff, including range control, should be via personal radio or telephone.
- In the event of a fault on target equipment the shooter is to report the fault via personal radio, unload, fit breech flag and move away from the equipment whilst it is repaired/adjusted.
- In the event of a firearm fault/malfunction the firearm is to be made as safe as possible laid flat pointing at the target and the armourer tasked. The firearm is not to be left on a bipod.

Team Training/Coaching

General:

- The key element of effective social distancing between two people (e.g. coach and shooter) is the distance between faces and hands (the primary transmission sources). Other parts of the body may be closer than 1m (e.g. coach foot to shooter body)
- Different people will have different levels of risk tolerance. Team captains and coaches should ensure that ALL team members understand and are comfortable with the following arrangements, and should take account of any concerns raised

On the Range:

- Coaches are permitted to make sight adjustments for shooters, recognising that this will bring them within 1m of the shooter
- Coaches must wear face coverings at all times while on the firing point, and must ensure hands are sanitised before and after coaching each shooter
- Two shooters can be on the firing point simultaneously
- Shooters should avoid touching anybody else's shooting equipment or ammunition
- Use of electronic ear defenders is encouraged for all shooters and coaches
- Headsets are not to be used or touched by more than one person during the match and must be sanitised before and after use
- Ammunition must only be touched by the person who is due to fire it. Ammunition must not be weighed or measured before shooters take it and must not be transferred between shooters. The shooter must take any rounds needed out of a box opened by the Adjutant, who should only touch the outside of the boxes

- Sanitiser must not be used on ammunition. Shooters should ensure it has fully dried on their hands before handling ammunition
- Hands are to be sanitised with hand gel regularly and should be washed thoroughly as soon after shooting as possible
- Converted sighters must be placed in the converted sighters box ONLY by the shooter who had them
- It is the responsibility of everyone using the range to exercise due care and diligence in their actions and maintain appropriate social distancing at all times

CLUB PROBATIONARY TRAINING

Clubs will be permitted to conduct Probationary Training on the NSC Ranges from 17 May 2021. Club Instructors are to ensure:

- Students are fully aware of Covid-19 procedures to be employed during Club training.
- Hygiene protocols are observed.
- Student PPE is of an acceptable standard and fitted correctly.
- PPE (such as hand sanitisers / gloves) are available to instructors and students

On the Ranges

The ranges are the only location where instructors may be within 2m of students (1m plus rule). The following rules are to be observed:

- Facemasks are to be worn by students and instructors whilst on the firing point
- Students must sanitise hands before moving on to the firing point
- Instructors will sanitise their hands and any equipment before each new student
- If an instructor has reason to handle a firearm, it must be re- sanitised prior to handing it back. The student must provide a verbal acceptance that they are content to accept the firearm.
- The lead instructor is responsible for ensuring the correct sanitisation of firearms

Range Officer

The RO is responsible:

- for compliance with COVID-19 control measures by students and instructors.
- for control of student movement on and off the firing point ensuring correct sanitisation procedures of individuals and equipment

Accidents and Incidents

In the event of an accident or injury please inform the range office via personal radio. NSC staff will respond as normal and assess the situation. Follow up action will depend on the severity of the situation. Minor bumps, scrapes and cuts will be self-help, sterile dressings may be provided by the NSC.

IN THE BUTTS - MARKING OF TARGETS

- The target marker is to sanitise all surfaces on arrival in the Butts. The process is to be repeated on any changeover of the marker.
- Sanitising fluids, wipes and protective gloves will be available for use by the target marker.
- On Gallery Ranges each individual marker will be allocated a single target and must not swap targets with colleagues.
- Marking equipment such as patches, marker boards etc are not to be shared.
- Social distancing is to be observed in the Butts.

ON COMPLETION OF THE SHOOT:

- The RO should inform the range office via personal radio.
- The club/group/individual are responsible for ensuring that all surfaces and equipment, on the range and in the Butts, is sanitised prior to departure.
- All contaminated PPE and wipes are to be disposed of in the bin provided, the bag will be sealed by NSC staff.

Annexes:

- A. Range Specific Procedures - Melville Range
- B. Range Specific Procedures - Cheylesmore Range
- C. Range Specific Procedures – Butt Zero
- D. Range Specific Procedures – Short Siberia Range
- E. Range Specific Procedures – Winans Range including the Zero Range
- F. Range Specific Procedures – Chobham Ridge Range

**ANNEX A TO
NSC COVID SECURE PROCEDURES
DATED 4th July 2021**

Range Specific Procedures for MELVILLE RANGE

Please ensure that you have read and understand NSC Covid 19 secure procedures.

Only Shooters and sufficient range staff to ensure safety are permitted on the range.

- Sanitise surfaces and controllers on arrival and prior to departure
- No movement between Bays
- 50m all targets may be used
- 25m odd no targets may be used.
- Communal rooms out of bounds
- Group kettles/burco boilers/refreshments are not permitted

CONTAMINATED PPE AND WIPES ARE TO BE DISPOSED OF IN THE BIN PROVIDED, THE BAG WILL BE SEALED BY NSC STAFF.

THE RO IS RESPONSIBLE FOR ENSURING THAT COVID PROCEDURES AND SOCIAL DISTANCING IS OBSERVED.

**ANNEX B TO
NSC COVID SECURE PROCEDURES
DATED 4th July 2021**

Range Specific Procedures for CHEYLESMORE RANGE

Please ensure that you have read and understand NSC Covid 19 secure procedures.

Only Shooters and sufficient range staff to ensure safety are permitted on the range.

- Sanitise surfaces and controllers on arrival and prior to departure
- Alternate targets are to be used
- Group kettles/burco boilers/refreshments are not permitted

ALL CONTAMINATED PPE AND WIPES ARE TO BE DISPOSED OF IN THE BIN PROVIDED, THE BAG WILL BE SEALED BY NSC STAFF.

THE RO IS RESPONSIBLE FOR ENSURING THAT COVID PROCEDURES AND SOCIAL DISTANCING IS OBSERVED.

**ANNEX C TO
NSC COVID SECURE PROCEDURES
DATED 4th July 2021**

Range Specific Procedures for BUTT ZERO

Please ensure that you have read and understand NSC Covid 19 secure procedures.

- Sanitise surfaces and controllers on arrival and prior to departure.
- Hard targets that require resetting are not permitted during this period.
- Persons waiting to shoot are to remain at the rear of the range maintaining social distancing throughout.
- Spacing between shooters is to be maintained by using alternate targets.

ALL CONTAMINATED PPE AND WIPES ARE TO BE DISPOSED OF IN THE BIN PROVIDED, THE BAG WILL BE SEALED BY NSC STAFF.

THE RO IS RESPONSIBLE FOR ENSURING THAT COVID PROCEDURES AND SOCIAL DISTANCING IS OBSERVED.

**ANNEX D TO
NSC COVID SECURE PROCEDURES
DATED 4th July 2021**

Range Specific Procedures for SHORT SIBERIA RANGE

Please ensure that you have read and understand NSC Covid 19 secure procedures.

- Sanitise surfaces and controllers on arrival and prior to departure.
- On covered firing points, only one bench per firing point may be used.
- All other firing points may only be populated by a single shooter
- One marker per target
- On arrival at the allocated target frame the marker/shooter must wipe down the parts of the frame that will be touched regularly. Protective gloves will be available in the Butts.

DURING FIRING ALL MOVEMENT IN THE BUTTS AREA IS TO BE UNDER THE MANTLET

ALL CONTAMINATED PPE AND WIPES ARE TO BE DISPOSED OF IN THE BIN PROVIDED, THE BAG WILL BE SEALED BY NSC STAFF.

THE RO IS RESPONSIBLE FOR ENSURING THAT COVID PROCEDURES AND SOCIAL DISTANCING IS OBSERVED.

**ANNEX E TO
NSC COVID SECURE PROCEDURES
DATED 4th July 2021**

Range Specific Procedures – WINANS RANGE (INCLUDING ZERO RANGE)

Please ensure that you have read and understand NSC Covid 19 secure procedures.

- Sanitise surfaces and controllers on arrival and prior to departure.
- On completion of their shoot shooters are to remove their own targetry.
- Maximum of 4 x shooters are permitted in the Zero Range.

Winans Bay A

- Sanitise surfaces and controllers on arrival and prior to departure.
- Hard targets are not permitted during this period. (Swinging targets are permitted)
- Persons waiting to shoot are to remain at the rear of the range maintaining social distancing throughout.
- All targets may be used.

Winans Bay B

- Sanitise surfaces and controllers on arrival and prior to departure
- All targets may be used

Group kettles/burco boilers/refreshments are not permitted

ALL CONTAMINATED PPE AND WIPES ARE TO BE DISPOSED OF IN THE BIN PROVIDED, THE BAG WILL BE SEALED BY NSC STAFF.

THE RO IS RESPONSIBLE FOR ENSURING THAT COVID PROCEDURES AND SOCIAL DISTANCING IS OBSERVED.

**ANNEX F TO
NSC COVID SECURE PROCEDURES
DATED 4th July 2021**

Range Specific Procedures – CHOBHAM RIDGE RANGE

Please ensure that you have read and understand NSC Covid 19 secure procedures.

Only 6 x shooters plus sufficient range staff to ensure safety are permitted to attend the range.

- Sanitise surfaces and controllers on arrival and prior to departure.
- Persons waiting to shoot are to remain at the rear of the range maintaining social distancing throughout.
- Travel to the range will be by private vehicle.
- A maximum of 2 shooters plus the NSC RCO will be permitted on the firing point at any one time.
- Movement onto, and off of, the firing point is to be controlled by the NSC RCO.
- NSC shooting mats will be available for the use of an individual and are to be sanitised at the end of the session.
- Group kettles/burco boilers are not permitted.

ALL CONTAMINATED PPE AND WIPES ARE TO BE DISPOSED OF IN THE BIN PROVIDED, THE BAG WILL BE SEALED BY NSC STAFF.

THE RO IS RESPONSIBLE FOR ENSURING THAT COVID PROCEDURES AND SOCIAL DISTANCING IS OBSERVED.