



National Shooting Centre Limited
Bisley Camp
Brookwood
Woking
Surrey
GU24 0PB

CIVILIAN SERVICE RIFLE IMPERIAL MEETING 3 – 6 September 2020
COVID-19 RISK ASSESSMENT

This Risk Assessment will be reviewed and revised in light of any material changes to Government Covid-19 guidelines.

Government advice is available at: <https://www.gov.uk/coronavirus>

If you are feeling unwell or have Covid 19 symptoms please do not visit the National Shooting Centre, no matter how mild the symptoms. If you are displaying symptoms yourself you must isolate for 10 days. If you are sharing a household with someone who is displaying symptoms you must isolate for 14 days.

AIM

1. The aim of this Risk Assessment is to identify existing and potential Covid-19 transmission hazards associated with competition range usage at the National Shooting Centre (NSC) and to demonstrate that the appropriate control measures, in accordance with Government guidance, are in place. General mitigation, in all areas will include:

- Social distancing
- Spaced queuing systems
- Frequency of hand washing and surface cleaning

ACTIVITIES

2. The primary activity is competitive target shooting. This assessment will include competitor's arrival at the NSC processing through reception, operating procedures for scorecards and stats teams, the occupation and use of the ranges by competitors, Range Officers, markers and other support members.

3. The NSC team will provide support and advice upon the revised procedures and social distancing throughout.



HAZARDS

4. A summary of the major hazards:

Ref	Hazard	RA
1	Direct transmission of COVID-19 via inhalation of virus	
2	Indirect transmission of COVID-19 via direct contact	
3	Indirect transmission of COVID-19 via contaminated surfaces	

PERSONS AT RISK

5. This Risk Assessment focuses upon the risk to range users. NSC staff have been assessed separately however interface between staff and shooters will be covered in both assessments.

RISK MATRIX

6. The risk matrix defines the level of risk by considering probability or likelihood against severity.

Likelihood		Risk Matrix		
Common/Regular/Frequent	3	Medium 3	High 6	High 9
Occasional	2	Low 2	Medium 4	High 6
Rare/Improbable	1	Low 1	Low 2	Medium 3
SEVERITY		1	2	3
		Minor Injury or Illness	Serious Injury or Illness	Fatality Major Injury/Illness

Peter Cottrell

PA Cottrell
Match Director



Hazard Ref	Risk Associated with the Hazard	Existing Control Measures	Risk Rating	Add Control	Review Freq
1.0	Direct transmission: General	<ul style="list-style-type: none"> - Staff, competitors, volunteers and members of the public are instructed not to come to the NSC if they are displaying symptoms or sharing a household with someone who is displaying symptoms - Signage will be in place around the site advising of social distancing guidelines, recognised symptoms, and what to do if you start displaying symptoms 	2 x 2 Medium	CSR Covid-Secure Procedures	
1.1	Direct transmission: When entering a Competition	<ul style="list-style-type: none"> - Entries where possible should be made online, where this is not possible, paper forms can be submitted - Staff are encouraged to wash their hands frequently - Hand sanitiser and cleaning wipes are provided in all staff areas - Payment should be made online or over the phone in advance of the competition 	1 x 2 Low	Staff Notices Covid-Secure Procedures	
1.2	Direct transmission: In NRA Reception	<ul style="list-style-type: none"> - Perspex screening has been installed in the NRA Reception area - Social distancing must be observed at all times, by all personnel. Face coverings are to be worn in the Reception building, unless excused due to a medical condition - A queuing system will be in place for entry into the NRA Reception. The main entrance door is to be kept open where possible to avoid contact points 	2 x 2 Medium	Social distancing protocols and relevant signage	
1.3	Direct transmission: On the range	<ul style="list-style-type: none"> - Competitors will be squadded 2 per target, to fire in 2 details. Both competitors must adhere to social distancing - If a competitor requires assistance from the Range Officer, they must secure their firearm and raise their hand – no shouting is permitted - Competitors will be responsible for declaring their firearm is cleared when arriving and leaving the firing point, witnessed by their Safety Supervisor in accordance with the Covid-Secure Procedures - Range Officers will be supplied with PPE including face covering and gloves, in the instance they need to move within close proximity of competitors / other range staff - Only one person will operate and mark a target - Competitor markers must adhere to marking protocols as laid out in the CSR Covid-Secure Procedures and Range Services risk assessment - Spectators are to adhere to social distancing, and are recommended to wear face coverings 	2 x 2 Medium	CSR Covid-Secure Procedures Hand sanitiser stations on range and in Butts	
1.4	Direct transmission: Public facilities	<ul style="list-style-type: none"> - Prizelists will be spaced to allow for social distancing - Social distancing signs will be in place around the prizelist boards - Competitors will be advised to view prizelists online - The Pavilion and Clays Cafés will open in line with Government advice; refer to the COVID-19 risk assessment for full procedures - NRA accommodation will open in line with Government advice; refer to the COVID-19 risk assessment for full procedures 	2 x 2 Medium	Protocols in public domain Signage	



Hazard Ref	Risk Associated with the Hazard	Existing Control Measures	Risk Rating	Add Control	Review Freq
		<ul style="list-style-type: none"> - The Range Office and Armoury will operate under the Range Services risk assessment - Prizegiving: <ul style="list-style-type: none"> o Those in receipt of an award will come forward and collect their prize from a table to adhere to social distancing o No handshakes will be observed o Trophy receipts will be prepared in advance o All awards will be handled with appropriate PPE o Seating will be spaced according to social distancing guidelines 		CSR Covid-Secure Procedures	
1.5	Direct transmission: Stats	<ul style="list-style-type: none"> - Stats staff will be processed in Shooting Division - Challenges are to be made via email - When scorecards are being processed the member of staff will be supplied with suitable PPE - Any scorecards with obvious bodily fluids will be placed in a secure area and will only be processed by a member of stats with suitable PPE 	1 x 2 Low	Social distancing protocols and relevant signage	
2.0	Indirect transmission via surfaces	<ul style="list-style-type: none"> - Touch points will be reduced where possible, whilst adhering to health and safety at work policies - Known touch points will be identified and will have enhanced cleaning regimes - In receipt of a paper entry form staff will adhere to government advice as to how long to leave paper for before processing - Staff will use suitable PPE when handling paper forms - Cheque payment are permitted, but staff will adhere to government advice as to how long to leave paper for before processing - Staff will have access to hand sanitiser when handling competitor entry packs - Staff will clean PDQ surfaces more frequently with alcohol wipes - Where payment cannot be made online or in advance of arrival, contactless card payments up to £45, or contactless Apple Pay with no spending limit can be made in the NRA Reception - Cash payment will not be accepted - Portable hand sanitising stations will be present on each range as well as in public areas - Scores will be taken on group sheets by the RO - Competitors are not allowed to share firearms with anyone other than those in their household as per government advice - Radios will be issued in line with current Range Office procedures - CROs will have individual loud speakers 	2 x 2 Medium	Protocols in public domain	



Hazard Ref	Risk Associated with the Hazard	Existing Control Measures	Risk Rating	Add Control	Review Freq
3.0	Indirect transmission via communal areas	<ul style="list-style-type: none">- Touch points will be reduced where possible, whilst adhering to health and safety at work policies- Known touch points will be identified and will have enhanced cleaning regimes- Signage will be provided in communal areas with advice on social distancing guidelines, and to encourage frequent and thorough handwashing- Public seating areas will be assessed, and measures will be stated in the National Shooting Centre risk assessment- All opened toilet and washroom facilities will have enhanced cleaning regimes in place- The Range Office and NRA Armoury will operate as per their published risk assessment	1 x 2 Low	Protocols in public domain	

Date:	14 August 2020	Review Date:	1 September 2020
Name:	Peter Cottrell	Name:	
Rank/Grade:	Match Director	Rank/Grade:	
Signature:		Signature:	