

Archery Tag

Location
70 Finlayson Road – refer to CYC Waihola Camp Map for further details
Activity Leader Requirements
Must have current CYC Waihola Archery Tag Activity Leader training
Ratio
1 adult to 10 children A minimum of two competent adults are required at this activity
Participant requirements
• Masks must be worn in the playing arena at all times. • No removing masks until in the designated spectator/sin-bin zone. • Masks must be sanitised before sharing. • No dry firing of bows. • No physical interference with arrows (e.g. using bow to block). • No climbing or crashing into inflatable bunkers. • Respect the referee's decisions
Activity Leader Instructions
Complete a risk assessment as per the Continual Risk Assessment section of the CYC Activity Management Policy Complete activity set up • Inflate bunkers and use pegs to hold in place on arena • Set arena boundaries using cones • Set "safety zone" using ropes • String bows • Set targets and arrows as required Give safety/instruction briefing and explain game rules (as below) Safety Rules • Masks on in the arena – only remove once out of arena. • No dry firing (don't shoot empty bows). • Don't block shots with bows or arrows. • No climbing or crashing into bunkers. • Listen to the referee at all times. Demonstrate • How to grab and load arrows efficiently When the activity is finished for the day • Dis-assemble bows • Return equipment to where it came from Complete Shooting ArcheryTag Activity Sign-off The classic game rules • The goal? Tag out the other team or score 5 points by hitting their target spots • Each round runs for 5-10 minutes, or ends when a team wins • Draw? Sudden death begins – next body hit wins (no target points) • At the whistle, rush the centre to grab arrows – then retreat and fire! • Stay in your attack zone to shoot and be shot. • Only enter the safe zone or enemy zone to grab arrows – then get back fast! • Linger too long (15 seconds), and you're out. • Hit = out (anywhere on the body, mask, bow, or carried arrows – even off a rebound). • Catch = you're safe, shooter's out – plus, one teammate can come back in. • Hit a target spot? One teammate returns, and your team scores a point. Hit all 5? Your team wins!

Equipment
ArcheryTag bows Bow wax ArcheryTag arrows ArcheryTag targets (two pegs each) Cones Ropes Inflatable bunkers (4 pegs each) Electric Pump Sanitiser wipes
Reasons to end activity
If at any point the activity can no longer run safely
Activity Maintenance
Paid staff inspection of the activity every 6 months to identify any new hazards/wear and tear and sign off on safety of activity. If staff deem there to be any insufficiencies that increase the risk to an unsafe level, the activity will no longer continue until the risk is remedied or eliminated. Documents used to assist this process: <i>Flowchart of Risk Management Processes</i> <i>Shooting (ArcheryTag™) – Risk Analysis</i>
Emergency and Incident preparedness
No specific emergency requirements for this activity. For general emergencies follow normal emergency policies.

Hazard Register					
Activity: Archery Tag		Last Review: August 2025		Location: 70 Finlayson Road – Behind Main Lodge	
Risk	Hazard	Risk	Category	Controls	Risk
What could go wrong	Why would this happen	Initial	Equipment, People, Environment	How can it be prevented? Using the hierarchy of control: eliminate or minimise	Residual
Loss of eye	Arrow hit to head	High	Equipment	All participants must wear a face mask in arena at all times	Low
Secondary Impact Syndrome		High	People	Persons with a recent head injury (including concussion) may not participate in this activity	Low
Sickness	Shared masks	Moderate	Equipment	All face masks are to be wiped with sanitiser wipes before giving to another person	Low
Bruising or broken bones	Hit by arrows, improper use of equipment or bow string burn	Moderate	Equipment	Participants will be given clear instructions for best use of equipment Participants will be supervised by trained activity leader	Low

Version Control			
Version	Date	Changes	Authorised by
2.0	20 Aug 2025	New SOP created	Esther Currie