

## Field Captains (Fakenham Bowmen Guidelines)

Field Captains take overall responsibility for the safe conduct of an archery shoot. They have a knowledge of the Rules of Shooting, the Club Constitution and the Club Handbook, and are appointed by the committee following a training session. A list of designated Field Captains, and their contact details, is made available to all club members and is maintained in the pavilion and on the website.

The degree to which some of these requirements will be implemented will relate to the nature of the shoot. The ARCHERY GB Rules of Shooting (section 305) state that 'at all times, whenever shooting takes place, it must be under the control of a Field Captain. At larger meetings (competitions), the Field Captain shall be a Judge recognised by the ARCHERY GB judging organisation.'

### Responsibility

Field Captains are responsible for:

1. ensuring the ARCHERY GB Rules of Shooting and the Club Guidelines are followed
2. the overall safety of the shoot for archers, visitors, passers by, and especially children and beginners
3. the security of the club equipment and pavilion, including locking up
4. collecting any target fees and checking visiting archers have AGB membership

### Control of Shooting

When there is a field of twenty or thirty archers it becomes even more important to ensure that shooting is controlled. We adhere to good practice at all times and the Field Captain ensures that

- all archers are used to shooting discipline – essential when you may be shooting at tournaments
- the amount of time spent waiting for everyone to shoot is minimised
- the right number of targets are used

### To achieve this Field Captain will:

1. make it clear to all present who he/she is (maybe wear hi-vis jacket), and is in charge of shoot safety
2. blow a whistle in accordance with the ARCHERY GB Rules of Shooting to signify start of shooting (one blast) and collection of arrows (three blasts)
3. assign archers to targets and if crowded set up two details for shooting ('A Team' and 'B Team')
4. ensure archers shooting two details are happy with shooting three arrows then rotate (ARCHERY GB Rounds) or shooting all 6 (WA Rounds)
5. if necessary, determine rounds / distances to be shot and that these are appropriate with ability

### Ensuring a Smooth and Relaxed Shoot

1. All archers are responsible for observing the shooting field and noting any potential hazards or dangers, particularly golfers, dogs, campers etc. Ultimate responsibility lies with the Field Captain.
2. A call of 'FAST' is used to stop shooting in an emergency, and archers can be asked to pause whilst a hazard is removed from the field (this includes Golfers, Dogs, Campers etc!!)
3. Shooting Etiquette shall be enforced as appropriate to the shoot.
4. The club holds an **Accident Book** at the venues we use and the Field Captain is responsible for recording any accidents as appropriate.
5. On formal shoots, agree comfort breaks before sighters / at distance changes and signal restart times
6. Allow sufficient time to search for lost arrows including searching between subsequent ends as appropriate in order to keep the shoot moving

### After Shooting

1. Ensure that any lost arrows are searched for and, if still lost, noted on the whiteboard in the Pavilion.
2. Ensure the tidying away of Equipment ensuring that nothing is left on the field. (stakes etc.) All archers should volunteer to take down the target they have been shooting at.
3. Ensure the Pavilion is tidy, the kettle, tea urn, heater and lights are turned off, and locked up.

## Equity Statement

Fakenham Bowmen treats everyone as an archer. We work to ensure that everyone has a genuine and equal opportunity to participate in archery irrespective of age, gender, ability, race, nationality, religion, ethnic origin, creed, colour, social status or sexual orientation.

We treat archers with respect, integrity, justice, democracy and fairness at all levels, within their area of control or influence; subject to the laws of the Country in force at that time.