

Sheridan County Sportsmen's Association

89 Keystone Road, PO Box 155
Sheridan, Wyoming 82801
(307) 672-6450

ARCHERY RANGE

Standard Operating Procedure

Safety is the single most important aspect of the operation of the Archery Range facility at Sheridan County Sportsmen's Association (SCSA). Adherence to the following safety procedures is required by all.

- 1) All persons must obey all SCSA Range Safety Officer (RSO) commands.
- 2) Upon entering the facility, all persons are requested to fill out the sign-in/waiver log sheet kept on the north wall of the Archery Shed prior to participating in, or observing, range activities. This process should be repeated each time a person visits the facility.
- 3) SCSA Junior members must be accompanied by an adult SCSA Member when using the range.
- 4) It is preferable that members do not bring pets to the Archery Range facilities. All pets must be always within the owner's control, and they must not cause a danger, distraction, or nuisance to any people present. Pets cannot be down range while the firing line is hot. Persons bringing pets must clean up after their pets and remove all pet wastes from the Archery Range. Persons violating these rules with their pets will be asked to leave the Archery Range immediately.
- 5) Eye protection is suggested for all archers when shooting at the Archery Range facility.
- 6) Defective/damaged equipment should not be used at SCSA.
 - Prior to each use, check bow for cracks, dents, breaks, separating laminates, peeling glass, and defects in mechanical parts.
 - Check the bowstring regularly and replace it if it becomes worn or frayed. Frequent use of bowstring wax greatly extends the life of a bowstring.
 - Check arrows for cracks, dents, or bends; do not shoot any arrows that have permanent flaws or splintering on the shaft and discard these arrows appropriately.

- 7) No handling of bows and arrows at the range when someone is in front of the firing line (downrange). Should work be needed on equipment, use the safety table. No drawing of bows with or without arrows is allowed at the safety table.
- 8) Leave arrows in a case, quiver, or the provided arrow ring-holders until the range is hot and ready to shoot.
- 9) Only use arrows which are the correct length for the bow to be used. Over-drawing arrows (pulling the string back further than the length of an arrow) can result in serious injury.
- 10) Archers must not nock arrows until the downrange area is clear of all persons and the range has been made hot. Only nock an arrow when ready to shoot. Keep arrows aimed towards the ground when nocking them.
- 11) Only point the bow in a safe direction anytime there is an arrow nocked in the bow.
- 12) Do not retrieve items dropped in front of the firing line even if its within reach of your arm until the range is cold.
- 13) When more than one archer is using the range, archers should only be forward of the shooting line or retrieving arrows, during a mutually agreed to cease fire.
- 14) When downrange leave your bow hanging on the provided holders as a signal to others. Never shoot on the range with a bow hanging and no one visible.
- 15) When retrieving arrows always carry them in a secure manner pointed away from you and walk slowly, never run.
- 16) Never dry fire a bow (releasing the bowstring without a nocked arrow). It may cause serious damage to the bow and can injure the archer or those around the archer.
- 17) If anyone sees an unsafe condition, they should take immediate action to control the problem by yelling "STOP". When a "STOP" command is issued, all action on the range must cease. When "STOP" is issued, an archer should attain an undrawn condition with their bow and await further instructions from the RSO/other persons present.
- 18) Archers are required to be alert for people or animals that may move into the area downrange. In the event this happens shooting must be stopped immediately and bows not drawn until the person or animal has been cleared from the area.

- 19) The 3D range consists of animal-like targets along a looped trail. The target-butt range includes a variety of target distances along a walking path. A high degree of vigilance and awareness of surroundings and other archers is required of archers on these ranges because of the nature of the terrain. Be sure of your target and what is in front of it, immediately behind it, and beyond it.
- 20) When walking the 3D course, or the target-butt course wear bright colors like hunter orange or pink to increase visibility to others.
- 21) Arrow points are limited on the SCSA provided target-butts and 3D range targets to target and field points only.
- 22) Broadheads are allowed to be shot only into the broadhead sand pit or into a member supplied broadhead target. No broadheads may be shot into SCSA provided targets.
- 23) There is a first aid kit located on the north wall of the Archery Shed under the porch. Report the use of any first aid items to the Archery Director so they can replace them. There is an AED behind the counter in the clubhouse.
- 24) Any serious injuries must be reported immediately to the Archery Director, Caretaker, or any SCSA Executive Committee member with details of incident date, people involved, and contact information of those involved. An incident report must be written up. Incident report forms are located behind the counter in the clubhouse.
- 25) In case of a serious injury, call 911. It may be necessary to leave the Archery Range to receive cell coverage. Make sure someone is designated to meet the ambulance at the Keystone Road SCSA Range entrance and direct them to the Archery Range. If people are available, have someone located at the intersection of Soldier Creek Road and Keystone Road to provide directions to the EMS personnel.
- 26) The Archery Range facility is normally open from dawn to dusk seven days a week, unless weather conditions restrict access, or maintenance requires closure of the range.