

Thanet Archery Club Club Booklet

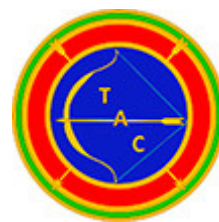


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Rules

As defined in: -

Thanet Archery Club Constitution

Bye-laws as agreed by the committee and published in the Thanet Archery Club Booklet.

Fees

Are set each year at the previous AGM.

There is one fee per member which covers membership, insurance & target fees. Family members' fees may be paid together.

Honorary members are only required to pay the insurance component of the Senior members fee, which is £10/yr.

Membership fees

Senior - £65 (may be paid in full or £16.25/quarter by s/o).

Junior - £30 (may be paid in full or £7.50/quarter by s/o).

Senior disabled - £58.50 (10% discount - may be paid in full or £14.62/quarter by s/o).

Junior disabled - £27 (10% discount - may be paid in full or £6.75/quarter by s/o).

Visitors and Associate members – £5/shoot (juniors £2.50) to be put in the tea money pot and must sign in whenever they shoot as a visitor.

Visitors **must** be accompanied by a Senior club member and must be signed in before shooting.

Fees may be paid in person or online by BACS/standing order.

Indoor shooting fees shall be paid on the day.

ARCHERY GB/SCAS/KAA Membership shall be arranged by members independently of the club if required.

National Field Archery Association membership shall be arranged by members independently of the club if required.

Various items of club clothing are available, please ask a committee member for more information.

Committee

President
Chairman
Treasurer
Secretary
Club Captain
Head Coach
Records Officer
Membership Officer
Equipment Officer(s)
Building Officer
Field Officer
3D Range Officer
Safeguarding Officer
Competition Coordinator
Junior Rep. (if one elected)
Up to 3 non-Officer Committee Members, but more if deemed necessary.

The Committee members' names will be posted on the club website members area and WhatsApp page along with useful contact information. One committee member may undertake more than one role.

Juniors

The Thanet Archery Club Constitution states that juniors shall be accepted from the age of ten years. If younger than twelve years it will be a condition of membership that (a) either their parents or parent are shooting members or (b) the committee will use its discretion for acceptance of membership

A legally responsible adult (parent or guardian) must also be present whenever a junior is at the field.

Accompanying archers with specific medical needs will be reviewed by the committee individually.

Shooting Alone

Lone shooting is where the archer is the only person shooting on a range. This includes instances where others may be shooting on another range.

To ensure those shooting alone are safe to do so, committee approval must be sought and may require a short briefing on opening/closing up.

A process has been put in place that will require you to agree to a disclaimer and health declaration. The committee will approve sole shooting for anyone who has agreed to the disclaimer, health declaration and whom they feel has the experience to be safe.

Lone shooters must have at least 6 month's experience within the club to be approved. Committee discretion may be applied where recent new members are already experienced archers.

Juniors will not be able to shoot alone.

Extra rules will be required to ensure safety of the archer and anyone entering the ranges.

- Arrows are only to be knocked once the Archer has ensured that the area behind the boss is clear.
- A final check is made by the Archer that the area behind the boss is clear before coming to full draw.
- Only experienced archers will be approved for lone shooting.
- Specified Target only:
 - Use bosses 8-12 on practice range
 - Do not use the three 3D targets nearest the Main range shooting line
 - If you're physically unable to cover/uncover a target or open/close the backstop netting, please use the walk-back targets or 3D range only (as per rules for 'Setting up the Range' below).

It is suggested that you inform someone that you are shooting alone and between which times and when you finish, this person should be able to go to the field if called or you do not finish at the expected time.

If you arrive at the field to shoot and there is a person shooting alone, you will be able to see this from the booking App, make them aware that you are starting to shoot and where you will be shooting.

When you finish shooting, and one person is left alone please inform them that you are leaving.

It is foreseen that as the field develops and extra safety measures are introduced some of these rules may be relaxed. Please be aware that scores recorded during lone shooting are unwitnessed and therefore cannot be verified for club records or classification awards.

In order to request sole shooting approval please use link below and then follow emailed instructions. Approval will stay in place until your or the club's situation changes.

<https://thanetarchery.ddns.net/views/newRequest.php>

A list of approved lone archers will be posted in the Sign-In room in the Frank Pullen Building.

Shooting Times

N.B. These may be changed as necessary. The detailed club fixture list for the year will be published each spring.

Members are allowed to shoot at any time in daylight hours.

Members must attend a normal club day at least once per month (preferably one of the Saturdays)

Club Days

Summer: April – October

Saturday: 10.00-14.00 or 15.00

Tuesday/Wednesday/Thursday evenings (May-August): - from 6pm in daylight only

Winter: November – March

Saturday 10:00 – 12:00

Club competitions & occasional club days may be scheduled on Sundays. Please check the fixture list.

Indoor shooting – 6:30 -9pm Tuesdays at the Ursuline College (October-March).

Accessing the Ranges

If the main gate is closed on arrival, there is a key coded lock in place - the code will be made available to club members. When the last person leaves, the gate should be closed and locked. Once the terminal road gate near the airport main entry junction is opened for use in the mornings, ensure that the padlock is secured, and the combination number scrambled. The gate should be left open during working hours (9am-5pm Mon-Fri).

On club days, we operate a relay-access system at the main gate between 9:15 & 9:45am. The first person to arrive after 9:15 waits at the gate to hand over to the next arrival, who then waits for the next person to arrive. The person on the gate at 9:45am locks the gate and makes their way to the car park. After 9:45am the gate should be kept locked, unless specifically left open by airport security.

If access is required to the clubhouse there is a key coded lock in place - the code will be made available to club members.

The kitchen door should be shut and locked as the last person leave the field.

The emergency door must be closed as the last person leaves the field.

Everybody accessing the ranges must sign in **before they shoot** whenever they shoot on the tablet in the Sign-in room or via the smartphone link below.

In your web browser type:- <https://thanetarchery.ddns.net>

Username: ThanetArchery

Password: ThanetArchery61

If the red flag is flying, access to all the ranges will be **only** via the marked path or (via the road for those with impaired mobility) and behind the safety line of the practice field.

Weekdays from start of business the gates can remain open. After 5pm please close/lock the gates.

Weekends and Bank Holidays for site access, please close and secure behind when entering/leaving the airport site.

Limitations on equipment

Carbon arrows accepted but owners must take responsibility for lost arrows. Lost/orphan arrows to be reported in incident book. It is also advisable for arrows to be named.

Compounds will be limited to a peak weight of 60lb.

Longbows will be limited to a MAXIMUM weight of 70lbs.

Crossbows will not be accepted by the club.

Club Equipment

Club equipment including bosses and stands damaged or broken due to wear and tear should be reported in the incident book and left in the allocated place. Equipment officer's contact details shall be displayed on the website.

Archery equipment is varied and expensive; care should be taken not to damage or lose any club equipment.

Members are expected to return all equipment to its proper place in the clubhouse and to keep the clubhouse tidy at all times.

Club bows issued to new archers will be available at the club on Saturdays and Tuesday beginners' evenings only. This is to help the club prioritise those days to assist new archers. Some discretionary arrangement may be agreed with the Equipment officer if this proves to be especially restrictive for anyone. Club bows will not be available for use at the Ursuline College for the indoor season.

Popinjay

Due to the particular risks associated with the popinjay (mast-mounted) target, this should **only be used under supervision by a member of the coaching team** i.e. at a corporate event or a special club event organised for the purpose.

Setting Up the Range

The target range will normally be setup with targets at each distance.

If you move a target, it should be returned to its original position once you complete your session.

Targets should be covered at the end of the session.

Any backstop netting should be closed when shooting and left open where possible on completion to prevent wind damage.

Spare equipment will be stored in the clubhouse.

Safety

Members must not start shooting until another person is in attendance on the same range, **unless you are already approved for lone shooting**.

On arrival the red flag **must** be raised to show that shooting is in progress.

If you are the last Archers to leave the field, please ensure that the red flag is lowered.

Please use the WhatsApp group to check if anyone else is shooting when you want to shoot. The WhatsApp group will be used to tell members when field maintenance or other activities is taking place.

If there are groups shooting on both of the target ranges, they are independent and arrow collection does not have to be synchronised. To avoid confusion, range captains' whistles/sounders **must** have distinctly different sounds.

A range captain should be nominated if there is more than one target in use on the target ranges. If all targets on short range are in use, two archers must act alternately as field captains i.e. one will keep an eye on road & range while the other shoots.

An archer bringing family/friend to act as companion/lookout should ensure that the individual has previously visited on a Club day to familiarise him/herself with shooting line etiquette and club safety practice. The person acting as companion/lookout **must** be aged over 18. Parents who wish to shoot with family who are junior archers over 13yrs should use their discretion as to whether they are old enough to act as lookout.

It is the responsibility of the archer to ensure that any children (esp. young children) visiting under their supervision are kept under control and should not roam on their own.

Shout the word "FAST" if you see anyone in front of the line when shooting is taking place.

Never shoot if you hear the shout "FAST" or a warning blast on the whistle; come down immediately, even if at full draw.

Never "nock" an arrow unless you are on the shooting line.

Never draw a bow unless you are on the shooting line

Never draw and loose a bow without an arrow being shot

Always point the arrow towards the target when drawing a bow.

Never shoot or cross the shooting line unless the field captain indicates you may do so.

Never run.

Always remain at least 5 yards behind the shooting line if not shooting.

Ensure there is no one behind you when drawing arrows from the target.

Do not stand immediately behind those who are removing arrows from targets

All archers must wear suitable footwear. (No open toed shoes)

Watch where you are walking on the way to the target, there may be arrows in the ground.

Safety Equipment

The following items are kept in the field hut near the practice range.

- **First aid kit** – this should be kept stocked up from the main British-standard Workplace 1st Aid box in the kitchen. If stock is running low, please inform a member of the maintenance team (Building, Field or Equipment officer).
- **Defibrillator** – any use of this **must** be logged as an incident.
- **Arrow-puller** - this is the safest way of removing arrows embedded in target stands, so please use it. You may avoid stabbing yourself with an arrow-knock.

Scoring

If a mistake is made when recording the arrows the Field Captain must be called before the arrows are pulled. The Field Captain will correct the error in different coloured pen and initial the change. If this is not correctly carried out and later a record is claimed the claim may be disputed or refused. Score sheets should not be copied onto new sheets following the shoot as again records may be disputed.

Dress Rules

At all times, footwear that encloses the toes and front of the feet must be worn while shooting; open toed shoes/sandals are NOT allowed.

Club days

Casual dress suitable for archery may be worn.

Internal, Inter-Club and Away Competitions

For Internal & Inter-Club Competitions, it is preferred that: -

Tops: - Should be plain, cover the top half of body (including at full draw) and have sleeves (long or short).

Lower: - Any regular item.

Clothing should not be torn or frayed, even if bought that way.

Alternatively, Club Colours may be worn: -

Tops: - White Polo or T-shirt; club badge on chest, club name on back in red. Earlier Club Colours with a red trim are also valid.

Optional - Red Sweatshirt; club badge on chest

Lower: - Navy blue trousers, shorts or skirts.

Club tops are available to order; contact a member of the committee if details are required.

If shooting outside the club at an event held under any Archery Organisation's regulations, it is important to check in advance their dress codes – not following them may result in not being allowed to take part.

Good Manners

Do

If you arrive when other people are shooting, please wait until those shooting have collected their arrows before starting to shoot

Assist with pulling the arrows from the target

Pull arrows from the target the correct way

Help move targets when distances change

Help put the targets and other equipment away at the end of the shoot.

Help move targets back to their original places after shooting

Don't

Never touch anyone's equipment without asking.

Do not talk too loudly whilst others are shooting.

Do not talk to someone who obviously prefers to be silent, they are probably concentrating.

Do not exclaim on the shooting line as it may interrupt the archers around you.

Do not go behind the target to collect missed arrows until all the scores have been taken.

Do not go up and down the line comparing scores.

Do not leave litter on the field.

Do not leave mobile phones on unless absolutely essential (if needed, switch to 'silent' mode).

If you are in doubt, always ask. No one will shout or make a fuss.

Some club equipment is dangerous to the user and/or your equipment – ask for assistance before using club equipment you are unfamiliar with.

Smoking or Vaping are not allowed anywhere on the site

No Pets are allowed at the field

Beginners

Application

The coach will accept applications by email. The club coach will invite prospective beginners to meet him at the field. He will complete an application form with the prospective beginners.

Fees

A £10 deposit, per person, must accompany each application. This is non- returnable should the person be unable to attend for any reason. Beginner's fees will be set by the Committee prior to the Beginners Course

Equipment

All equipment needed during the course will be supplied through the club. Beginners should not buy any equipment until they have completed the course and received advice. All damages or losses to any equipment used by beginners are reported immediately, as from past experience this doesn't happen and takes time to rectify later.

Shooting at Away Tournaments

It is the Archer's responsibility to enter any away shoots. They must also ensure they have the correct affiliations in place in order to enter.

Notices

Notices will be published via email, on the Website and the Club WhatsApp group

Web:- <http://www.thanetarchery.club/>

WhatsApp:- <https://chat.whatsapp.com/Drww1fSllaT7qiC3x6rbZ6> (TAC Official Members Chat)

Please introduce yourselves when you first post to the group. It should be kept for club announcements (maintenance and other official announcements, letting members know when you're shooting and on which range, arranging shooting times with other members, lift requests to the club, etc).

To ensure that this main WhatsApp group doesn't get flooded with more social-type messages, there is also an unofficial **Archers's Rest** WhatsApp group for other chat (general archery queries & advice, buying/selling archery kit, posting your tournament news, etc). To be added to this group, send a request to one of the group admins (Mike Davis, Andy Doyle, John Foster, Alan May or Adrian Mercer).

Rules for Expenses.

The payment of expenses will only apply to Junior members who have been with the club for at least 2 years and then at the discretion of the Committee. These rules apply to all junior archers invited to take part in National Competitions or to shoot in the Great Britain team.

The cost of a cheap hotel room, Travelodge or similar to house both the junior archer and one parent or guardian will be refunded. It is assumed that they will stay in the same room. Any other parents or relatives' expenses are the Archer's own responsibility. It is assumed that the Archer and Parent will fund their own food.

In addition, the club will refund fuel expenses at 8p per mile for any part of the journey in the UK that will not be covered by Archery GB, SCAS, KAA or any other agency. It is the Archers responsibility to make every effort to gain expenses from Archery GB, SCAS and or KAA as it is TAC's understanding that some expenses will be paid if requested.

Archers who are receiving sponsorship of £1000 or more per year will be ineligible for these expenses. It is the responsibility of the Archer to inform the Committee that expenses are no longer required in these circumstances.

Receipts for hotel stays must be obtained and passed to the club treasurer for accounting purposes. No expenses can be paid without a receipt. Anyone found breaking these rules will forfeit the right to expenses.

If you have any doubts, please contact the club treasurer before you incur the expense. The committee reserves the right to review or withdraw these payments if circumstances at the club change.

Rule Breaches and Appeals

The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made by a minimum of 10 voting members requesting an Extraordinary General Meeting for the express purpose of putting said appeal to the membership to decide by majority vote.

Data Protection

The Thanet Archery Club holds your personal data on computer for the purpose of carrying out its business. Thanet Archery Club ensure that the information is only shared when necessary. Since the split from AGB the club does not share your information outside the club unless required for scoring external shoots. Information may be shared between committee members on a need-to-know basis. You have the right to have a copy of your information and to have any inaccuracies corrected. Only contact information will be retained three years after membership lapses; this is to allow past members to be contacted in case an ex-member return to the club.

Regarding the verification process for those whose club roles require DBS checks, no data will be held by the club after the DBS verification is complete. Any information needed for verification will be returned to the individual or disposed of securely as agreed by the person concerned.

Ex-Offenders Policy

The club reserves no right to enquire into a club member or potential member's criminal record. If the committee becomes aware of a member or potential member's criminal record, the committee will assess fairly and impartially on an individual basis what action, if any to take. The individual's right to confidentiality will be respected, and any probationary requirements will be strictly adhered to.

The club is run by volunteers and has no employees. For certain club roles, (e.g. treasurer, Safeguarding Officer, coaching leads, club secretary), DBS checks (and in the case of treasurer, Companies House checks) will be required prior to club members taking on those roles. Convictions will only bar individuals from roles relevant to their conviction.

Appendix - Clout and Walk-back range usage

Clout has been added to the field list on the booking-in app. This should be used when you intend to use the Clout. Because of the location of the Clout, it is essential that you look at the other bookings to see if there is anyone already using the 3D field or walk-back range.

Using the Walk Back Range

When using the Walk Back Range put the orange barrier provided across the Clout Range at the end of the Walk Back Range. This will indicate that the Walk Back Range is in use and you should not pass.



Barrier - in Open Position



Barrier in Closed Position

Using the Clout Range

When using the Clout Range put the orange barrier provided across the entrance to the walkway to the Walk Back Range. This will indicate that the Clout Range is in use, and you should not pass.



Barrier - In Open Position



Barrier - In closed position



Clout shooting point

The clout shooting line is marked with a Red flag on a red and white pole. Clout Shooting should not be done from any other position. A barrier will be placed near the flag that should be put in place when using the clout so it can be seen from the 3D field.