



Archery Ireland Covid-19 Framework Protocol

Continuing Archery in Ireland Safely During the Pandemic

For use in conjunction with Irish Government “Resilience and Recovery 2020-2021: Plan for Living with COVID-19”

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Version Table:

Referance	Date	Author	Reviewed by	Reason for change
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Preamble:

Archery is an almost unique sport, in its ability to continue to operate while complying with the various restrictions required to keep the population safe during the covid-19 pandemic. Not only is it an individual sport, where one competes against others without any physical contact, but it is also one of the lowest intensity sports in existence, with zero verbal communications during shooting, and where slow controlled nasal breathing is essential to success.

These recommendations have been based on the advice circulated by Government, National Public Health Emergency Team (NPHE), Health Services Executive (HSE), National Standards Authority of Ireland (NSAI), Health and Safety Authority (HSA), Sport Ireland, and World Health Organisation (WHO).

It should be noted that this is a living document and will be revised periodically following updated advice from the above organisations.

Adult archers, parents/guardians of young archers, coaches, judges, spectators, and other club members must make an informed individual decision regarding returning to archery training, competition, or attendance of club activities, based on their own “at risk” status, their own medical history, and the medical history of those living in their household. Anyone in any doubt should consult with their own GP.

In compiling this framework document, it has been foremost in our thoughts, that there are many variations in club size and types of shooting facilities across the country. There are many particular solutions which may work for one club, but not for another. The advice given is always subject to localisation, local risk assessment. The first stage of returning to sport, was to train individual club covid officers, and empower them with a toolkit of information, so they can implement local solutions tailored to their facilities. This document is not designed to replace that system, but rather to supplement it, and arm that network of trained club covid officers with further support and tools.

Document Format:

For convenience of reference, the general state-wide covid information is included. This is all subject to revision by the various state organisations tasked with dissemination of such general information. Be sure to keep up to date with the latest guidance at the websites of the various organisations.

Appendix 1 is very important, as it may contain information overriding sections of the main document, it will be updated whenever there are changes to state advice, which alter restrictions.

From a Covid controls point of view, the sport is in essence, situated in three distinct environments (indoor, formal outdoor, and field outdoor), each with various covid challenges and advantages, each operating to a greater or lesser extent during the five levels of the Government Plan for Living with Covid-19. The three environments will be explored separately in three chapters, each referencing the five levels where appropriate.

When dealing with the controls required to keep the Archery community safe, the response can be divided easily between the Archery specific methods required (e.g. while shooting and collecting) and the non-specific methods required during the waiting periods, (e.g. while others are shooting or during any breaks). The latter will generally and simply be the precautions, as outlined in the various government documents, for the general population.

Summary Framework for Clubs:

Level	Travel	Indoor Training	Outdoor Training	Indoor Competition	Outdoor Competition
1	Unrestricted national travel permitted	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained. Up to 100 spectators may attend	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained. Up to 200 spectators may attend
2	Unrestricted national travel permitted	Archery training may proceed in pods of 6. Multiple pods are permitted if sufficient space exists for the pods to distance.	Archery training may proceed in pods of 15. Multiple pods are permitted if sufficient space exists for the pods to distance.	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained. Up to 50 spectators may attend	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained. Up to 100 spectators may attend
3	Stay within your county	Individual Training Only. (See details of the "Pod of One" concept.)	Archery training may proceed in pods of 15. Multiple pods are permitted if sufficient space exists for the pods to distance.	Closed	Closed
4	Stay within your county	Individual Training Only. (See details of the "Pod of One" concept.)	Archery training may proceed in pods of 15. Multiple pods are permitted if sufficient space exists for the pods to distance.	Closed	Closed
5	Exercise within 5km of your home.	Closed	Individual Training Only. (See details of the "Pod of One" concept.)	Closed	Closed

Coronavirus General Information:

What is COVID-19?

- COVID-19 is an illness that can affect your lungs and airways. It's caused by a new type of coronavirus called SARS-CoV-2, more commonly simply referred to as the Coronavirus.
- It can take up to 14 days for symptoms to appear.
- Viruses can be easily spread to other people and you are normally infectious until all your symptoms have gone.
- Coronavirus may survive on surfaces if someone who is infected coughs or sneezes onto them. The amount of time varies depending on the type of surface (e.g. paper / card circa 24 hours, glass or steel circa 72 hours), but it is best to assume all contamination lasts up to 72 hours.
- It's important to note it is a virus not a bacterium – some antibacterial cleaners don't work on viruses.

Symptoms of COVID-19

Infection with the virus that causes COVID-19 can cause illness, ranging from mild to severe, and in some cases can be fatal. It can take anything from 2 days up to 14 days for symptoms of coronavirus to appear. They can be similar to the symptoms of cold and flu.

Common symptoms of coronavirus include:

- Cough - This can be any kind of cough.
- Loss or change of ability to Taste and / or Smell
- Fever - High temperature (over 38 degrees Celsius)
- Shortness of Breath or Breathing Difficulties (Dyspnea)
- Fatigue

You may display none, one, some, or all of these symptoms. Some people infected with the virus, so called asymptomatic cases, experience no symptoms at all. For the complete list of symptoms, please refer to the HSE Website, www.hse.ie.

How does it spread?

- Current evidence suggests that the virus can spread as easily as the flu virus that circulates every winter.
- The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose or mouth when coughing, sneezing or breathing in close proximity (within 2m) for longer than 15mins.
- By close or intimate contact with an infected person.
- By touching surfaces that an infected person has coughed or sneezed on, or breathed on for a period of time; and then bringing your unwashed hands to your eyes, nose or mouth.
- COVID-19 can last up to 72 hours, outside the body, on certain surfaces.

Note: It does not pass through unbroken skin, it can pass into the body through cuts or burns.

How to protect yourself & others from the spread of Coronavirus.

- Everyone should stay local as much as possible to help slow the spread of coronavirus.
- Wash and / or sanitise your hands regularly and try not to touch your face.

Framework Protocol

- Cover your mouth and nose with a tissue or your sleeve when you cough and sneeze.
- Put used tissues into a bin and wash your hands.
- Clean and disinfect frequently touched objects and surfaces.
- Keep a space of 2 metres (6 feet 6 inches) between you and other people as much as possible.
- Work from home where possible - if you cannot work from home, be sure to practice social distancing
- Avoid public transport as much as possible - walk or cycle if practical
- Wear face coverings in public places, such as shops, and on public transport and when visiting older people or other vulnerable people - be sure to practice social distancing for their safety
- Avoid any crowded places
- Don't shake hands or make close contact with other people if possible
- There is very little risk if you are just passing someone briefly. But try to keep a distance of 2 metres as much as possible.
- Do not share objects that touch your mouth – for example, bottles, cups.

Archery Club Covid-19 Response Plan:

The Club COVID-19 Response Plan will:

- Advise of the provisions that **must** be implemented to ensure the protection of all personnel returning to sport in compliance with all **current** government and associated governing bodies guidelines.
- Ensure the Club Committee have overall responsibility for implementation and adherence.
- Acknowledge that all normal health and safety requirements must be maintained as usual.

COVID-19 Response Plan – Main components

The plan includes a variety of additional control measures including:

- A review of all existing Health and Safety documentation and procedures
- Risk assess the indoor and outdoor areas used by the club for all forms of activity.
- Take into account “at risk” groups.
- Allow for redundancy if individuals are unavailable (e.g. have a deputy field captain and judge if running a competition, in case the principals are not available).
- Social distancing (consider pods, zones, etc.)
- Appointment of a Covid-19 Officer (and team)
- Interaction with hall operator / landlord.
- Additional C19 inductions / training and self-declaration questionnaires.
- Increased hygiene regimes
- Implementation of additional signage
- A protocol for dealing with a suspected case.
- Develop the plan in consultation with all members of the club, to get buy-in from everyone.

COVID-19 Response Plan – Will address all groups concerned:

- Archers
- Coaches
- Parents / Guardians
- Non Shooting Members
- Visitors (Shooting and non-shooting)
- Staff of the hall or range (landlord)
- Spectators
- Employees of a company not under your direct control (Drivers / Delivery Staff / Press / Photographers / Service and maintenance staff).
- At Risk groups

Planning for Archery during the Covid Pandemic

- Risk assess, all normal operating protocols and procedures, in relation to changes which may be needed.
- All attending members should sit the online Sport Ireland e-learning covid induction (Part A).
- The Club must set up and use an electronic system to record all attendees.
- The Club must set up and use an electronic “Return to Sport Questionnaire”
- Keeping a careful watch on GDPR matters of who has control of information and how long is it kept for.

Planning the range / training hall

Review the journey of the attendees from arrival to leaving:

- Arrivals, dealing with increased vehicle numbers, cycles, pedestrians. Spacing out vehicle parking.
- Opening / Entering the venue, don't share keys, minimise touching contact points (door handles, alarm panels, light switches), and attend to the cleaning of them.
- Minimising contact points for attendees – door handles, push plates, lift buttons, discuss keeping doors open with the landlord or operator, in conjunction with their fire policy.
- Is there a requirement for cleaning before allowing club attendees into the venue?
- Removing furniture from use, removing unnecessary rooms from use.
- Sanitiser points and hand washing facilities, provided by venue or club or both?
- PPE location and availability, is it stored with the equipment? Has it to be removed from storage first?
- Toilets (cleaning to be discussed with venue operators / landlords), capacity to be set and monitored by the club and venue operators.
- Shared facilities (e.g. tea making station), it is unlikely to be sustainable to keep these open for the time being.
- Plan the setting up of targets, stop netting, club bows, and any other equipment, preventing cross contamination.
- Plan line and capacity control.
- Plan putting it all away.
- Cleaning at the end of the session.
- Is the above journey different for some cohorts of attendees (e.g. parents / guardians, at risk groups)?

Role of the Club Covid Officer and Deputy:

- Be identifiable, approachable, and available.
- Must be a recognised decision maker.
- Complete a daily checklist to monitor the day to day compliance.
- Ensure there is up to date signage to educate all users about the COVID 19 controls in place and available facilities
- Ensure personnel, contractors and users complete all COVID 19 questionnaires and declarations.
- Ensure compliance to the 2m rule for social distancing.
- Ensure regular cleaning of handrails, door handles, etc.
- Ensure hand wash liquid/soap and hand sanitisers are replenished as required.
- Ensure water for hand washing and drying facilities are available, or suitable alternatives.
- Ensure archers and coaches are adhering to any staggered training schedules and limiting numbers in pods, teams, sessions, and are cognisant of the 2 metre guideline.
- Promote and coach good hygiene practises to all.
- Consider provision of additional controls for exceptional circumstances.
- Keep yourself informed and up to date on HSE guidelines.
- All site users must take responsibility for their own health and social distancing
- Where anyone is observed carrying out an activity and struggling to maintain the 2m social distancing rule, STOP the activity and coach them through the task self assessment guidelines to find a better answer
- Where an answer cannot be found, inform club committee/ management for task reassessment

Role of the other club officers:

- All site users must take responsibility for their own health and social distancing.
- The committee of the club are ultimately responsible for the H&S of the club operations, they must back up and support the Club Covid Officer.
- Coaches must take responsibility for their own actions and those who are following their instruction.
- Parents and Guardians must take responsibility for ensuring reasonable compliance of children attending, with the protocols and procedures established by the club.
- The membership secretary (or which ever club officer is responsible for the membership information), must make sure that everyone's I.C.E. contact details are up to date and complete.

Clubs Must:

- Display information of the signs and symptoms
- Ensure all attendees (shooting & non-shooting) have completed the SI online induction and relevant declarations.
- Pass on all Public Health / HSE / HSA / Government advise.
- Provide instruction for anyone who develops signs or symptoms, while attending the club (i.e. to self isolate and phone their GP).
- Ensure all I.C.E. information is up to date for all people attending.
- Cooperate with their landlord in the setting up and use of an Isolation Room.

Isolation Room

- Isolation rooms will most likely need to be set up in conjunction with the hall operator or landlord.
- The designated room or area should be easily accessible, and as far away from the shooting area as is reasonable and practical.
- In the indoor environment, ideally it will be room which can be closed, and have a window for ventilation, and an easily cleanable chair.
- In the outdoor environment, it will be a dedicated area, providing shelter from weather (strong sun, wind, rain etc.), and with an easily cleanable chair, and a container for the required stock. It should have good phone signal.
- The room or area should have a stock of tissues, hand sanitiser, disinfectant and or wipes.
- The room or area should also have a stock of PPE – Masks, face shield etc.
- The room or area should have a bin with liner, ideally lidded, and a stock of bin liner bags for double bagging waste, along with a marker or pen which can write on the bags for quarantining the waste (72 hours).

Changes for the club First Aid:

- Keep up to date with the latest advice from PHECC regarding administering first aid.
- When possible, keep distance from the causality – try and talk them through self-administering first aid (e.g. cleaning and dressing small wounds).
- Only one fist aid responder to provide support and treatment when practical.
- Detailed hand washing and sanitising before putting on PPE.
- Use extra PPE if there is a requirement for being close to the causality.
- Provide a mask to the causality where practical.
- Compression only CPR.

- Waste generated should be quarantined if there is any suspicion of covid infection.
- Any form of reusable first aid equipment (e.g. scissors) should be disinfected before being returned to the first aid kit.

Procedures to be followed if someone develops symptoms at the club:

Tell the club covid officer or deputy immediately.

Then:

- isolate immediately from other people (in the isolation room if transport is not immediate)
- wear a face covering if not already wearing one.
- keep a distance of least 2 metres from others
- go home as soon as it is safe to do so. Self-isolate at home and phone your GP.

Do not use public transport of any kind to go home.

If you cannot go home immediately:

- remain self-isolating in the Isolation Room or Area and phone your GP for medical advice.
- avoid touching people, surfaces and objects
- cover your mouth and nose with tissues when you cough or sneeze. Bin these tissues in a waste bag.
- All disposal of waste materials which have been in contact with a suspected case (e.g. tissues, wipes etc.), must be double bagged, and marked with a date and time of bagging, then quarantined for 72 hours, followed by disposal in the general (black) bin.

Dealing with non-compliance:

- The club committee will already have procedures in place for dealing with internal discipline and non-compliance with club rules.
- The committee will need to add into those systems, various levels of dealing with informal and formal complaints regarding covid issues.
- The club covid officer will need to be backed up by the committee when dealing with matters in a balanced way; as would be the case with coaches, field captains, and other club officers responsible for the safety and wellbeing of members.

Pod Systems in an Archery Club Context:

In levels 2, 3, 4, and 5, various pod sizes of 15, 6, and 1, are used to limit contacts. The table below shows the pod size limits at the various levels, for indoor and outdoor sport.

The following considerations are to be kept in mind when clubs are establishing pods of their members.

- Pods are to be consistent from week to week.
- Where possible (keeping in mind all the points below), pods should be made up of archers who are a natural group within the club, helping to reduce the likelihood of the desire to mix outside one's pod.
- Pods have a maximum size, but not a minimum. If some people don't show up to a given session, new members should not be added in, to make up the numbers. Let the pod operate at a reduced size.
- Pods must include any coaches within the numeric limit for the pod, and coaches, once assigned to a pod, cannot move to another pod without separating from the first pod for 14 days.
- For the purposes of establishing targets at the beginning, and storing them at the end of training, a balance of abilities should be spread across the various pods in any club.
- Where possible family groups should all be assigned to a single pod, further reducing contacts.
- Where a pod has a member who requires assistance (e.g. for collecting arrows), the other members of the pod should have the abilities and experience to provide the assistance required.
- A balance of skills and experience should be within each pod as much as possible, to ensure young and less experienced archers are supervised and assisted appropriately in their training.
- Should any member of the pod show symptoms, or become unwell, all members must not attend the club, until appropriate medical advice is sourced from their GPs and any necessary testing is carried out, and results are returned.

Level	Indoor Training	Outdoor Training	Indoor Competition	Outdoor Competition
1	Pods not used	Pods not used	Pods not used	Pods not used
2	Pods of 6	Pods of 15	Pods not used	Pods not used
3	Pods of 1	Pods of 15	Closed	Closed
4	Pods of 1	Pods of 15	Closed	Closed
5	Closed	Pods of 1	Closed	Closed

“Pod of One” Concept:

The following is taken from the Sport Ireland Return to Sport Expert Group advice:

On 15 September 2020, the Government published a Framework of measures to guide Ireland through the short to medium-term management of Covid-19.

It is the aim of the Return to Sport Expert Group to provide the Sector with a practical interpretation of the Framework that recognises the need to address public health concerns while maintaining the provision of sporting and physical activity opportunities to the Irish public.

Since its publication, Sporting Bodies have sought further guidance from the Expert Group on certain areas of the Framework, in particular the measures set out in Level 3 and 4 in relation to indoor training.

Indoor Sport & Physical Activity

Indoor environments are essential to the delivery of sport and physical activity particularly in Autumn and Winter where there are reduced opportunities for outdoor activity. Many sports while individual in nature are conducted in a group environment for example gymnastics and non-contact traditional martial arts.

The Expert Group recognises that this presents a unique challenge particularly in Levels 3 and 4 of the Framework. Providing a safe environment for participants on a sustainable basis in both sport and physical activity is paramount.

Defining Individual Training

Sporting Organisations acknowledge the need to tailor their approach to delivery to reflect the various levels of Covid 19 in the Community. There should be clear differences in the level and nature of sporting activity between the higher and lower elements of the Framework.

To date Sporting Bodies have developed and implemented robust Return to Sport Protocols addressing the necessary public health requirements. These Organisations remain best placed to develop sport specific protocols that minimise the potential risk associated with individual training whilst avoiding the complete cessation of their sport during levels 3 and 4. To assist the sector the Expert Group recommends the adoption of the ‘pod of one’ concept.

This concept can be defined as *‘Individual, physically distanced, non-contact activity, completed in a pre-defined area, within a controlled environment and without the sharing of equipment’*.

The following additional risk mitigation measures are also recommended for protocol adoption.

These measures aim at clearly differentiating sporting activity between levels 2 and 3 while also distinguishing the activity from ‘traditional exercise and dance classes’ which are not permissible from level 3 onwards.

- Staggered start and finish times combined with appropriate entry, exit and traffic management protocols to limit the interaction of participants at any one time.
- Pre-booking of activity is essential.
- Reduction in the overall duration of the activity.
- Participants arrive ready to train and leave immediately (no changing room or shower use).
- Additional signage, hand sanitizing stations and deep cleaning implemented. No equipment sharing in any circumstances.

- Activity should take place in a predefined area which is visually marked out and directionally signed.
- The space required in this area should reflect the nature and intensity of the activity
- There should be in excess of 2m social distancing between each of the predefined areas. The Cleaning & Ventilation of facilities should be conducted in accordance with the Governments most recent [Work Safely Protocol](#).

One to One Training

In the event of one to one training between a participant and instructor/coach, the following additional items to those outlined above should also be implemented.

- Any demonstration of equipment or technique should ensure that a minimum of 2m social distancing is maintained.
- Individual equipment should not be shared.
- In the case of fixed equipment, cleaning of such equipment must be completed immediately after demonstration and before the individual participant uses.
- There should be no hands-on adjustments or physical contact during training sessions.
- Coaches and trainers are asked to refer to the HSE guidance on wearing of face coverings, which is available [here](#).

Additional Points:

- Indoor activity during Level 4 will be dictated by whether certain sporting facilities can open.
- This guidance applies to the indoor sporting activity of National Governing Bodies of Sport (NGBs) and the Network of Local Sports Partnerships (LSPs).
- The training must be supervised by a coach or a trainer accredited by NGB / LSP.
- NGBs / LSPs will have responsibility for approving the training activities to be undertaken. Sport Ireland is available to provide guidance to Sport Ireland recognised NGBs/LSPs where required.
- NGBs/LSPs must give an assurance that protective measures will be strictly adhered to and that they have the resources locally to monitor compliance by clubs and groups.
- Any club or group that is not in a position to apply these measures or enforce them should not hold training sessions.
- This continues to be on an opt-in basis for participants.

“Pod of One” in an Archery Club Context:

- Pre-booked slots are essential, with all contact tracing and covid declarations completed.
- One archer or household group per target bay, with any bow boxes or bags kept directly behind the area on the shooting line for that bay. No intermixing between bays.
- Staggered arrival and leaving times of 5 minutes between archers, hence the overall session will decrease.
- Establishing target butts, should be by household group members, or by individuals using appropriate manual handling techniques.
- Faces can only be affixed by the archer using the face.
- Beginners courses and Have-A-Go sessions are not possible while operating Pods of One.

Protocols Particular to Indoor Archery:

Introduction: The time spent attending training or competition can be easily broken up into two categories, actions particular to archery, and actions not particular to archery. Below are a set of protocols for dealing with the actions particular to archery. For the rest of the time, a general set of precautions are listed at the end, and are similar to what one would expect to find in the likes of a shopping centre, for level 1. When moving to Level 2, 3, 4, or 5, those measures and further Pod based precautions are required.

Important Note: Almost all indoor archery takes place in halls operated, controlled, and owned by other organisations (i.e. not the archery club, and not Archery Ireland). As such, all of the protocols here, must be used in conjunction with the operator's protocols.

Number limits: Close monitoring of numbers at gatherings is required at the different levels. The numbers are detailed in the framework table, and pod system table in previous chapters. Pod systems may be used, multiple pods may be present, as long as there is sufficient space to allow separation. During levels 2, 3, 4, and 5, a booking system should be used, where a training slot is reserved in advance. No archer should arrive to a training session, without knowing that they have a space reserved for them.

Making the hall ready for training: The club committee in cooperation with the hall operator will ensure that the hall is made ready, cleaned, and all touch points (door handles, push plates, light switches etc.) are sanitised, before use. The hall should have the minimum possible amount of furniture, and should have relevant signage and or floor markings to make it clear where archers can set up, and circulate safely. Members opening and closing a hall, should not share keys, and one person should be responsible on any given session for switching on and off the lighting, dealing with any alarm panels.

The use of alternative doors and entrances to halls is encouraged, so that archers do not have to pass through lobbies or corridors shared by other users of a sports complex or building. Consult with the hall operator to see if any doors can be held open for the duration of the session (within their fire policies), to cut down on contact points on door handles and push plates.

Ventilation: The club committee in cooperation with the hall operator will ensure that the best possible ventilation is operated throughout the session, to promote air exchange. Where powered managed air handling is not present, utilise doors and windows, to cause a draft through the training space. Archers should take a 15 minute break outdoors in fresh air, per two hour session, spaced apart so that face coverings can be removed. These breaks can be rotated, to cut down on congestion.

Hand washing facilities: There should be indoor hand washing facilities available to all archers. Hand sanitising points should be set up in various useful locations, in cooperation with the hall operator. Hand sanitising alcohol rub is only useful on relatively clean hands, mud, grease, or other dirt must be removed before using alcohol rub.

Toilets: Cleaning of toilets and capacity of each, is to be discussed with the hall operator. Capacities will be appropriately signed on the entrance doors.

Equipment cleaning: Special care must be taken when cleaning archery equipment. Strings, limbs, carbon arrows along with other delicate materials and fabrics are vulnerable to alcohol solvents. Household soap detergent, and warm water can be used to clean certain items. Some items of equipment cannot be cleaned successfully and safely, so must be quarantined between use by

different archers for 72 hours. Most archery clubs train once a week, and as such all equipment can be quarantined for at least 72 hours, prior to use. In circumstances where 72 hours has not elapsed since the last use of the equipment then cleaning protocols must be implemented. Cleaning is not possible for all types of equipment, so stock should be split and rotated, where this is the case, to allow for the quarantine to take place.

Transport and parking: Allowance will be made for a significant increase in vehicle numbers, as car-pooling and public transport are discouraged. All archers should allow extra time to arrive and park as parking management will be under more pressure.

Setting up the hall for training, and stowing away after: The club will ensure that a small team, with appropriate PPE establish the targets, where possible operating on their own, distanced from others. With certain types of stand and target butt, it is possible to establish the butt with a single person, using a proper manual handling technique. However it is noted that not every club had such stands, butts, or MH trained archers. Where possible use family groups from existing household bubbles to establish the target butts. Where non-family group team manual handling is required to set up a target butt, both archers must be wearing PPE standard facemasks of a FFP2, or N95 standard or higher. They must be able to complete all of the team lifting tasks in less than 10 minutes (in total for the day), else separate teams must be used for any tasks in 10 minute blocks. Anyone involved in team lifting must wash and sanitise their hands before and after the team lifting tasks.

The target butts will have been quarantined leading up to the training session. Any handling of the targets butts while setting up the hall, will only be done by PPE masked individuals with freshly washed and sanitised hands, so the target butt remains clean for use by the archer(s) shooting at it. Any pinning up of target faces will be done by the archer who is to shoot at that face.

Line Capacity and sharing targets: At level 1 and 2, a target butt may have more than one face / archer, at level 3, 4, and 5, there should be only one target face / archer per target butt. Regardless of how many target faces / archers are on a target butt, only one archer may shoot per target bay, at any one time, at all levels. Hence the line capacity is effectively halved. This results in at least 2m separation on the shooting line. Where multiple target faces are being operated per butt in level 1 and 2, then alternative line arrangements are required, for example, A/B/C/D or A/B/C rather than AB/CD. This will elongate the length of a competition, and reduce the number of arrows shot at training. Multiple lines can only be operated if sufficient space is available in the hall, to operate full distancing.

Alternatives can be considered by shoot organisers where there are space constraints, of bringing archers to the hall in shifts, one line at a time, so all "A line" archers shoot all their arrows, then leave, followed by all "B line" archers, etc., with time between groups for air exchange.

Collecting: When withdrawing arrows from the target, all archers should brace the butt with their elbow and forearm, rather than using their hand on the target face. Where there is a particularly difficult arrow to withdraw, or where assistance is required, the assistant, should sanitise their hands, then assist with the arrow(s), and sanitise their hands again when completed. If two archers are required to be in close proximity, to withdraw the arrow, they must use PPE standard masks and be close for no more than 10 minutes over the length of the day.

Where assisted archers require their arrows to be collected for them, ideally they would be assisted by a member already in their household bubble. Where this is not possible, a risk assessment should be completed, ensuring a system of hand sanitisation, cleaning arrow pullers, and mask wearing, is adequate to protect the archer and the assistant.

Extra time should be allowed for collection in any competition environment, as scorers must pull their own arrows. The traditional two score, two pull, system is not advised at this time.

Wearing Face-Coverings: There are many types of face covering – some can be worn while shooting, some not. All archers are encouraged to use a face covering which can be worn while shooting, such as the cowl close fitting style. However it is noted that some of the disposable style face coverings and PPE style masks, will catch on the string depending on the style of bow, release aid or tab, and string position at anchor. It is also noted that face coverings can also prevent the use of “kisser buttons” and may obscure anchor points.

Where it is impossible for an archer to wear a face covering while anchoring, subject to individual risk assessment, the archer may remove the covering only while on the line, and ready to shoot, and for the duration of the shots, and immediately replace the face covering once the shots are complete, before leaving the line. This is only possible due to the 2m plus spacing on the shooting line, and due to the very low intensity slow nasal breathing used during shooting. Archers removing their masks to shoot, on the line should carry personal hand sanitiser, to clean their hands with after handling the mask, and the mask must be stowed in such a position that it is not contaminating anything else (e.g. on a hook on the quiver, not in a pocket or pouch). Face coverings must be worn at all other times during the session.

Coaching: Coaches have a special responsibility, as they are instructing archers to carry out tasks, as such they must make sure that they are not directing their reports, to carry out a task putting them at risk of infection. Club coaches should have a detailed discussion with the club covid officers to assess their normal techniques and drills, and adopt as required to ensure hygiene, distancing and group sizes are appropriate.

All demonstration must be using the coaches own bow and equipment and not the archers, and distancing must be maintained, especially where the archer needs to remove their mask to shoot on the line. The use of cameras, and slow motion cameras to observe and review the technique is encouraged, to allow for distancing.

Competition: “Postal” competitions, using honour based score recording, can be operated at all levels, where training is possible; as long as scores are recorded within the existing constraints of the training session by the individual archers, and do not increase the likelihood of transmission in any way.

Normal competitions are only permitted at levels 1 and 2. Shift rotation of archers to cut down on numbers at any one point is encouraged. Meal breaks are discouraged, except when absolutely necessary and should be closely monitored to ensure distancing. Prize giving ceremonies are not encouraged, electronic prizes such as certificates and vouchers are preferred, and should be sent on to winners after the shoot. Results should be distributed electronically following the shoot. Where medals and trophies are used (e.g. national level competitions and memorial competitions), the prizes should be boxed and quarantined, and distributed without ceremony.

Score cards, score recording and verifying: The organisers of a shoot should assemble the score cards onto any clip boards, rain covers etc. at least one week in advance and they should be boxed and quarantined. On the day of the competition, the cards should be distributed by an individual with freshly washed and sanitised hands, and wearing a face covering. Only the scorer may touch the card for the remainder of the day. If there are any queries, the scorer must be the one to handle the card and show it to anyone necessary for the duration of the day. Whenever the card is being updated or observed all archers involved must be wearing a face covering.

Every archer must carry their own pen, for marking their face, any scoring requirements and personal record keeping. There should be no sharing of pens.

Should it be necessary for a judge to verify and sign off on a change of recorded score, then the judge should use a system of sanitise-task-sanitise, when writing on the card, and must use their own pen. Thus they should not “bring” any contamination to the card, nor “take” any away with them. All judges must be wearing face coverings for the duration of the shoot.

At the end of a completion when scorecards are to be countersigned, each archer and scorer must use a system of sanitise-task-sanitise, when writing on the card, and must use their own pen. Thus they should not “bring” any contamination to the card, nor “take” any away with them.

There are two systems for club officials to verify cards at the end of the shoot.

- A box of quarantined clear “poly pocket” A4 sleeves are presented to the scorers at the end of the shoot. Each target scorer places their cards into a poly-pocket and leaves them for the club official to check.
- Alternatively, the cards are left for the club official. The club official sanitises their hands, then dons examination gloves, and checks the cards. Once complete they doff the gloves (without touching the exterior of the gloves), disposes of the gloves, and sanitises their hands after.
- In both cases, the score cards are not returned to the archers immediately. The cards can be laid out on tables so archers can take pictures of them. The cards will be quarantined and duplicate cards can be sent on to clubs after quarantine, or scans can be emailed to club secretaries afterwards.

Judging: In general there is very little requirement for contact between any judges and any archers, their equipment, nor the target faces or butts. As above mentioned, a system can be put in place for signing score cards. For testing draw weight, the bow scales must be cleaned between each use with a sanitising wipe. A packet of suitable wipes and a refuse bag should be carried by any judge during equipment inspection for this purpose.

Beginner’s courses: When considering beginner’s courses restarting, special consideration and risk assessment must be carried out by the club covid officer and committee. Any equipment used must be quarantined or cleaned before and after use, and only be touched by the beginner for the duration of the session. Any demonstration by the coach must be carried out by the coach using their own equipment, not the beginner’s equipment. Beginner’s courses are only to be considered in Levels 1 and 2 for indoors where pods of 6 or more are permitted; and Levels 1, 2, 3 and 4 outdoors, where pods of 15 or more are permitted in training. Where equipment is limited, limit the number of beginners attending at a session. Train them in shifts, whereby they shoot all of their arrows, then leave, followed by the next shift, rather than in rotation of three or six arrows, as is traditional.

Have-A-Go sessions: A.I. don’t recommend running Have-A-Go sessions until further notice. It is unlikely that any Have-A-Go sessions will be possible under the current 5 level Recovery and Resilience Plan. The level of cleaning of equipment required between each and every participant would be very difficult to achieve.

General precautions for all other times:

Framework Protocol

- No one will attend the club training, nor competition, if they are experiencing any symptoms, or feeling unwell in any way.
- Everyone attending will have completed the relevant inductions and declarations.
- No one will touch anyone else's equipment, unless absolutely necessary, and then only if there is an adequate cleaning system in place, before and after.
- Everyone will arrive at their designated time, to avoid queueing, and congregating.
- Everyone will ensure 2m distancing is maintained.
- Everyone will ensure there is no physical contact between individuals (handshakes, celebrations, etc.).
- Everyone will wash and or sanitise their hands regularly.
- Everyone will wear face coverings.
- Everyone will limit their contact to anyone outside their training pod, during levels 3, 4, or 5.

Protocols Particular to Outdoor Olympic Style Archery:

Introduction: The time spent attending training or competition can be easily broken up into two categories, actions particular to archery, and actions not particular to archery. Below are a set of protocols for dealing with the actions particular to outdoor Olympic style archery. For the rest of the time, a general set of precautions are listed at the end, and are similar to what one would expect to find in the likes of a shopping centre, for level 1. When moving to Level 2, 3, 4, or 5, those measures and further Pod based precautions are required.

Important Note: Almost all outdoor archery takes place on land operated, controlled, and owned by other organisations (i.e. not the archery club, and not Archery Ireland). As such, all of the protocols here, must be used in conjunction with the operator's protocols.

Number limits: Close monitoring of numbers at gatherings is required at the different levels. The numbers are detailed in the framework table, and pod system table in previous chapters. Pod systems may be used, multiple pods may be present, as long as there is sufficient space to allow separation. During levels 2, 3, 4, and 5, a booking system should be used, where a training slot is reserved in advance. No archer should arrive to a training session, without knowing that they have a space reserved for them.

Making the range ready for training: The club committee in cooperation with the land operator will ensure that the range is made ready, before use. The range should have relevant signage at the entrances, and stores, to make it clear where archers can set up, and circulate safely. Members opening and closing the range should not share keys, and one person should be responsible on any given session for switching on and off any lighting, dealing with store rooms, gate locks etc.

Hand washing facilities: There should be outdoor hand washing facilities available to all archers. Where it is not possible to have a permanent tap and drain installed at the shooting grounds, the hand washing facilities may take the form of camping style solutions, raised water butts, temporary hose fed taps, or other non-domestic solutions. Hand sanitising alcohol rub is only useful on relatively clean hands, mud, grease, or other dirt must be removed before using alcohol rub. In circumstances where temporary hand washing facilities are absolutely impossible to install, "baby wipes" should be used on hands first to remove dirt, followed by alcohol rub, to sanitise. Suitable waste disposal is required for the wipes.

Toilets: Cleaning of toilets and capacity of each, is to be discussed with the land operator. Capacities will be appropriately signed on the entrance doors.

Equipment cleaning: Special care must be taken when cleaning archery equipment. Strings, limbs, carbon arrows along with other delicate materials and fabrics are vulnerable to alcohol solvents. Household soap detergent, and warm water can be used to clean certain items. Some items of equipment cannot be cleaned successfully and safely, so must be quarantined between use by different archers for 72 hours. Most archery clubs train once a week, and as such all equipment can be quarantined for at least 72 hours, prior to use. In circumstances where 72 hours has not elapsed since the last use of the equipment then cleaning protocols must be implemented. Cleaning is not possible for all types of equipment, so stock should be split and rotated, where this is the case, to allow for the quarantine to take place.

Transport and parking: Allowance will be made for a significant increase in vehicle numbers, as car-pooling and public transport are discouraged. All archers should allow extra time to arrive and park as parking management will be under more pressure.

Setting up the range for training, and stowing away after: The club will ensure that a small team, with appropriate PPE establish the targets, where possible operating on their own distanced from others. With certain types of stand and target butt, it is possible to establish the butt with a single person, using a proper manual handling technique. However it is noted that not every club had such stands, butts, or MH trained archers. Where possible use family groups from existing household bubbles to establish the target butts. Where non-family group team manual handling is required to set up a target butt, both archers must be wearing PPE standard facemasks of a FFP2, or N95 standard or higher. They must be able to complete all of the team lifting tasks in less than 10 minutes (in total for the day), else separate teams must be used for any tasks in 10 minute blocks. Anyone involved in team lifting must wash and sanitise their hands before and after the team lifting tasks.

The target butts will have been quarantined leading up to the training session. Any handling of the targets butts while setting up the range, will only be done by PPE masked individuals with freshly washed and sanitised hands, so the target butt remains clean for use by the archer(s) shooting at it. Any pinning up of target faces will be done by the archer who is to shoot at that face.

Tents are in general to be discouraged. However, should an allowance need to be made for tents, the following precautions must be observed. No communal tents or club tents are permitted, unless at least 2 sides can be fully opened to ensure ventilation. Face coverings are required in any club or communal tents. Individual or family group tents must be spaced out, so that entrances are at least 2m apart, and access and egress can be managed without crowding, or congregating. Several lines of tents may be necessary to sufficiently accommodate all tents at a suitable distance apart. The extra space for this along with extra space for parking may make certain grounds less suitable for competition.

Line Capacity and sharing targets: At level 1 and 2, there may be more than one archer per target butt, at level 3, 4, and 5, there should be only one archer per target butt. Regardless of how many target faces are on a target butt or archers assigned to a butt, only one archer may shoot per target bay, at any one time, at all levels. Hence the line capacity is effectively halved. This results in at least 2m separation on the shooting line. Where multiple archers are shooting per butt in level 1 and 2, then alternative line arrangements are required, for example, A/B/C/D or A/B/C rather than AB/CD. This will elongate the length of a competition, and reduce the number of arrows shot at training. Multiple lines can only be operated if sufficient space is available in the range, to operate full distancing.

Alternatives can be considered by shoot organisers where there are space constraints, of bringing archers to the range in shifts, one line at a time, so all "A line" archers shoot all their arrows, then leave, followed by all "B line" archers, etc.

Collecting: If there are more than one archer per target butt, then each archer must only pull their own arrows. This may mean that archers might not retrieve all of their arrows at once, they may need to take turns to safely retrieve their arrows in stages. When withdrawing arrows from the target, all archers should brace the butt with their elbow and forearm, rather than using their hand on the target face. Where there is a particularly difficult arrow to withdraw, or where assistance is required, the assistant, should sanitise their hands, then assist with the arrow(s), and sanitise their hands again when completed. If two archers are required to be in close proximity, to withdraw the arrow, they must use PPE standard masks and be close for no more than 10 minutes over the length of the day.

Where assisted archers require their arrows to be collected for them, ideally they would be assisted by a member already in their household bubble. Where this is not possible, a risk assessment should be completed ensuring a system of hand sanitisation, cleaning arrow pullers, and mask wearing, is adequate to protect the archer and the assistant.

Extra time should be allowed for collection in any competition environment, as scorers must pull their own arrows. The traditional two score, two pull, system is not advised at this time.

Wearing Face-Coverings: There are many types of face covering – some can be worn while shooting, some not. All archers are encouraged to use a face covering which can be worn while shooting, such as the cowl close fitting style. However it is noted that some of the disposable style face coverings and PPE style masks, will catch on the string depending on the style of bow, release aid or tab, and string position at anchor. It is also noted that face coverings can also prevent the use of “kisser buttons” and may obscure anchor points.

Where it is impossible for an archer to wear a face covering while anchoring, subject to individual risk assessment, the archer may remove the covering only while on the line, and ready to shoot, and for the duration of the shots, and immediately replace the face covering once the shots are complete, before leaving the line. This is only possible due to the 2m plus spacing on the shooting line, and due to the very low intensity slow nasal breathing used during shooting. Archers removing their masks to shoot, on the line should carry personal hand sanitiser, to clean their hands with after handling the mask, and the mask must be stowed in such a position that it is not contaminating anything else (e.g. on a hook on the quiver, not in a pocket or pouch). Face coverings must be worn at all other times during the session.

Coaching: Coaches have a special responsibility, as they are instructing archers to carry out tasks, as such they must make sure that they are not directing their reports, to carry out a task putting them at risk of infection. Club coaches should have a detailed discussion with the club covid officers to assess their normal techniques and drills, and adopt as required to ensure hygiene, distancing and group sizes are appropriate.

All demonstrations must be using the coaches own bow and equipment and not the archers, and distancing must be maintained, especially where the archer needs to remove their mask to shoot on the line. The use of cameras, and slow motion cameras to observe and review the technique is encouraged, to allow for distancing.

Competition: “Postal” competitions, using honour based score recording, can be operated at all levels, where training is possible; as long as scores are recorded within the existing constraints of the training session by the individual archers, and do not increase the likelihood of transmission in any way.

Normal competitions are only permitted at levels 1 and 2. Shift rotation of archers to cut down on numbers at any one point is encouraged. Meal breaks are discouraged, only when absolutely necessary and should be closely monitored to ensure distancing. Prize giving ceremonies are not encouraged, electronic prizes such as certificates and vouchers are preferred, and should be sent on to winners after the shoot. Results should be distributed electronically following the shoot. Where medals and trophies are used (e.g. national level competitions and memorial competitions), the prizes should be boxed and quarantined, and distributed without ceremony.

Score cards, score recording and verifying: The organisers of a shoot should assemble the score cards onto any clip boards, rain covers etc. at least one week in advance and they should be boxed

and quarantined. On the day of the competition, the cards should be distributed by an individual with freshly washed and sanitised hands, and wearing a face covering. Only the scorer may touch the card for the remainder of the day. If there are any queries, the scorer must be the one to handle the card and show it to anyone necessary for the duration of the day. Whenever the card is being updated or observed all archers involved must be wearing a face covering.

Every archer must carry their own pen, for marking their face, any scoring requirements and personal record keeping. There should be no sharing of pens.

Should it be necessary for a judge to verify and sign off on a change of recorded score, then the judge should use a system of sanitise-task-sanitise, when writing on the card, and must use their own pen. Thus they should not “bring” any contamination to the card, nor “take” any away with them. All judges must be wearing face coverings for the duration of the shoot.

At the end of a completion when scorecards are to be countersigned, each archer and scorer must use a system of sanitise-task-sanitise, when writing on the card, and must use their own pen. Thus they should not “bring” any contamination to the card, nor “take” any away with them.

There are two systems for club officials to verify cards at the end of the shoot.

- A box of quarantined clear “poly pocket” A4 sleeves are presented to the scorers at the end of the shoot. Each target scorer places their cards into a poly-pocket and leaves them for the club official to check.
- Alternatively, the cards are left for the club official. The club official sanitises their hands, then dons examination gloves, and checks the cards. Once complete they doff the gloves (without touching the exterior of the gloves), disposes of the gloves, and sanitises their hands after.
- In both cases, the score cards are not returned to the archers immediately. The cards can be laid out on tables so archers can take pictures of them. The cards will be quarantined and duplicate cards can be sent on to clubs after quarantine, or scans can be emailed to club secretaries afterwards.

Judging: In general there is very little requirement for contact between any judges and any archers, their equipment, nor the target faces or butts. As above mentioned, a system can be put in place for signing score cards. For testing draw weight, the bow scales must be cleaned between each use with a sanitising wipe. A packet of suitable wipes and a refuse bag should be carried by any judge during equipment inspection for this purpose.

Beginner’s courses: When considering beginner’s courses restarting, special consideration and risk assessment must be carried out by the club covid officer and committee. Any equipment used must be quarantined or cleaned before and after use, and only be touched by the beginner for the duration of the session. Any demonstration by the coach must be carried out by the coach using their own equipment, not the beginner’s equipment. Beginner’s courses are only to be considered in Levels 1 and 2 for indoors where pods of 6 or more are permitted; and Levels 1, 2, 3 and 4 outdoors, where pods of 15 or more are permitted in training. . Where equipment is limited, limit the number of beginners attending at a session. Train them in shifts, whereby they shoot all of their arrows, then leave, followed by the next shift, rather than in rotation of three or six arrows, as is traditional.

Have-A-Go sessions: A.I. don’t recommend running Have-A-Go sessions until further notice. It is unlikely that any Have-A-Go sessions will be possible under the current 5 level Recovery and

Resilience Plan. The level of cleaning of equipment required between each and every participant would be very difficult to achieve.

General precautions for all other times:

- No one will attend the club training, nor competition, if they are experiencing any symptoms, or feeling unwell in any way.
- Everyone attending will have completed the relevant inductions and declarations.
- No one will touch anyone else's equipment, unless absolutely necessary, and then only if there is an adequate cleaning system in place, before and after.
- Everyone will arrive at their designated time, to avoid queueing, and congregating.
- Everyone will ensure 2m distancing is maintained.
- Everyone will ensure there is no physical contact between individuals (handshakes, celebrations, etc.).
- Everyone will wash and or sanitise their hands regularly.
- Everyone will wear face coverings.
- Everyone will limit their contact to anyone outside their training pod, during levels 2, 3, 4, or 5.

Protocols Particular to Outdoor Field Archery:

Introduction: The time spent attending training or competition can be easily broken up into two categories, actions particular to archery, and actions not particular to archery. Below are a set of protocols for dealing with the actions particular to outdoor field archery. For the rest of the time, a general set of precautions are listed at the end, and are similar to what one would expect to find in the likes of a shopping centre, for level 1. When moving to Level 2, 3, 4, or 5, those measures and further Pod based precautions are required.

Important Note: Almost all outdoor archery takes place on land operated, controlled, and owned by other organisations (i.e. not the archery club, and not Archery Ireland). As such, all of the protocols here, must be used in conjunction with the operator's protocols.

Number limits: Close monitoring of numbers at gatherings is required at the different levels. The numbers are detailed in the framework table, and pod system table in previous chapters. Pod systems may be used, multiple pods may be present, as long as there is sufficient space to allow separation. During levels 2, 3, 4, and 5, a booking system should be used, where a training slot is reserved in advance. No archer should arrive to a training session, without knowing that they have a space reserved for them.

Making the range ready for training: The club committee in cooperation with the land operator will ensure that the range is made ready, before use. The range should have relevant signage at the entrances, and stores, to make it clear where archers can set up, and circulate safely. Members opening and closing the range should not share keys, and one person should be responsible on any given session for switching on and off any lighting, dealing with store rooms, gate locks etc.

Hand washing facilities: There should be outdoor hand washing facilities available to all archers. Where it is not possible to have a permanent tap and drain installed at the shooting grounds, the hand washing facilities may take the form of camping style solutions, raised water butts, temporary hose fed taps, or other non-domestic solutions. Hand sanitising alcohol rub is only useful on relatively clean hands, mud, grease, or other dirt must be removed before using alcohol rub. In circumstances where temporary hand washing facilities are absolutely impossible to install, "baby wipes" should be used on hands first to remove dirt, followed by alcohol rub, to sanitise. Suitable waste disposal is required for the wipes.

As field archery takes place across a trail, hand washing facilities may not be accessible all the time during the session. Each archer should carry their own wipes and hand rub while on a field range.

Toilets: Cleaning of toilets and capacity of each, is to be discussed with the land operator. Capacities will be appropriately signed on the entrance doors.

Equipment cleaning: Special care must be taken when cleaning archery equipment. Strings, limbs, carbon arrows along with other delicate materials and fabrics are vulnerable to alcohol solvents. Household soap detergent, and warm water can be used to clean certain items. Some items of equipment cannot be cleaned successfully and safely, so must be quarantined between use by different archers for 72 hours. Most archery clubs train once a week, and as such all equipment can be quarantined for at least 72 hours, prior to use. In circumstances where 72 hours has not elapsed since the last use of the equipment then cleaning protocols must be implemented. Cleaning is not possible for all types of equipment, so stock should be split and rotated, where this is the case, to allow for the quarantine to take place.

Transport and parking: Allowance will be made for a significant increase in vehicle numbers, as car-pooling and public transport are discouraged. All archers should allow extra time to arrive and park as parking management will be under more pressure.

Setting up the range for training, and stowing away after: The club will ensure that a small team, with appropriate PPE establish the targets, where possible operating on their own distanced from others. With certain types of stand and target butt, it is possible to establish the butt with a single person, using a proper manual handling technique. However it is noted that not every club had such stands, butts, or MH trained archers. Where possible use family groups from existing household bubbles to establish the target butts. Where non-family group team manual handling is required to set up a target butt, both archers must be wearing PPE standard facemasks of a FFP2, or N95 standard or higher. They must be able to complete all of the team lifting tasks in less than 10 minutes (in total for the day), else separate teams must be used for any tasks in 10 minute blocks. Anyone involved in team lifting must wash and sanitise their hands before and after the team lifting tasks.

The target butts will have been quarantined leading up to the training session. Any handling of the targets butts while setting up the range, will only be done by PPE masked individuals with freshly washed and sanitised hands, so the target butt remains clean for use by the archer(s) shooting at it. Any pinning up of target faces will be done by the archer who is to shoot at that face.

Tents are in general to be discouraged. However, should an allowance need to be made for tents, the following precautions must be observed. No communal tents or club tents are permitted, unless at least 2 sides can be fully opened to ensure ventilation. Face coverings are required in any club or communal tents. Individual or family group tents must be spaced out, so that entrances are at least 2m apart, and access and egress can be managed without crowding, or congregating. Several lines of tents may be necessary to sufficiently accommodate all tents at a suitable distance apart. The extra space for this along with extra space for parking may make certain grounds less suitable for competition.

Special consideration for cleaning field targets: Field targets differ from indoor and Olympic style targets in so far as every archer at a session shoots at all of the targets, so hence target sharing is intrinsic in field archery. It is not possible to carry out training or competition of field archery without target sharing. Thus special consideration must be given to cleaning protocols for field targets. These considerations are applicable to both 3D and butt with paper face style targets.

- If at all possible the range should be set up 72 hours in advance to allow for quarantining. If this is not possible, the 3D targets and butts must be quarantined as close to the range as possible, to reduce handling (if a vehicle trailer is used for layout, then quarantine them in the trailer).
- Any handling on the day to lay out the range must be done by individuals with freshly washed and sanitised hands, who are also wearing PPE level face masks (FFP2 or N95).
- Each target location, shall be accompanied by a sanitising point, where wipes and refuse disposal is available, so each archer can wipe the 3D target, or face where it was necessary to touch during arrow collection.
- Signage shall be posted at regular intervals through the range, reminding archers of their responsibilities of distancing, wearing face coverings, cleaning targets and disposal of refuse appropriately.

Peg Capacity: Only one archer may shoot per target peg, at any one time, at all levels. All other archers in the party must stand at least 2m back from the shooting archer, and continue to wear a face covering. This will elongate the length of a competition, and reduce the number of arrows shot at training. Pegs must be positioned so that shooting archers are at least 2m apart.

Alternatives can be considered by shoot organisers where there are space constraints, of bringing archers to the range in shifts, in smaller groups.

Collecting: Each archer must only pull their own arrows. This may mean that archers might not retrieve all of their arrows at once, they may need to take turns to safely retrieve their arrows in stages. When withdrawing arrows from the target, all archers should brace the butt with their elbow and forearm, rather than using their hand on the target face. This will not be possible on smaller and medium 3D targets, cleaning will be implemented for such targets. Where there is a particularly difficult arrow to withdraw, or where assistance is required, the assistant, should sanitise their hands, then assist with the arrow(s), and sanitise their hands again when completed. If two archers are required to be in close proximity, to withdraw the arrow, they must use PPE standard masks and be close for no more than 10 minutes over the length of the day.

Where assisted archers require their arrows to be collected for them, ideally they would be assisted by a member already in their household bubble. Where this is not possible, a risk assessment should be completed ensuring a system of hand sanitisation, cleaning arrow pullers, and mask wearing, is adequate to protect the archer and the assistant.

Extra time should be allowed for collection in any competition environment, as scorers must pull their own arrows. The traditional two score, two pull, system is not advised at this time.

Wearing Face-Coverings: There are many types of face covering – some can be worn while shooting, some not. All archers are encouraged to use a face covering which can be worn while shooting, such as the cowl close fitting style. However it is noted that some of the disposable style face coverings and PPE style masks, will catch on the string depending on the style of bow, release aid or tab, and string position at anchor. It is also noted that face coverings can also prevent the use of “kisser buttons” and may obscure anchor points.

Where it is impossible for an archer to wear a face covering while anchoring, subject to individual risk assessment, the archer may remove the covering only while at the peg, and ready to shoot, and for the duration of the shots, and immediately replace the face covering once the shots are complete, before leaving the peg. This is only possible due to the 2m plus spacing at the shooting peg, and due to the very low intensity slow nasal breathing used during shooting. Archers removing their masks to shoot, on the line should carry personal hand sanitiser, to clean their hands with after handling the mask, and the mask must be stowed in such a position that it is not contaminating anything else (e.g. on a hook on the quiver, not in a pocket or pouch). Face coverings must be worn at all other times during the session.

Coaching: Coaches have a special responsibility, as they are instructing archers to carry out tasks, as such they must make sure that they are not directing their reports, to carry out a task putting them at risk of infection. Club coaches should have a detailed discussion with the club covid officers to assess their normal techniques and drills, and adopt as required to ensure hygiene, distancing and group sizes are appropriate.

All demonstration must be using the coaches own bow and equipment and not the archers, and distancing must be maintained, especially where the archer needs to remove their mask to shoot on

the line. The use of cameras, and slow motion cameras to observe and review the technique is encouraged, to allow for distancing.

Competition: “Postal” competitions, using honour based score recording, can be operated at all levels, where training is possible; as long as scores are recorded within the existing constraints of the training session by the individual archers, and do not increase the likelihood of transmission in any way.

Normal competitions are only permitted at levels 1 and 2. Shift rotation of archers to cut down on numbers at any one point is encouraged. Meal breaks are discouraged, only when absolutely necessary and should be closely monitored to ensure distancing. Prize giving ceremonies are not encouraged, electronic prizes such as certificates and vouchers are preferred, and should be sent on to winners after the shoot. Results should be distributed electronically following the shoot. Where medals and trophies are used (e.g. national level competitions and memorial competitions), the prizes should be boxed and quarantined, and distributed without ceremony.

Score cards, score recording and verifying: The organisers of a shoot should assemble the score cards onto any clip boards, rain covers etc. at least one week in advance and they should be boxed and quarantined. On the day of the competition, the cards should be distributed by an individual with freshly washed and sanitised hands, and wearing a face covering. Only the scorer may touch the card for the remainder of the day. If there are any queries, the scorer must be the one to handle the card and show it to anyone necessary for the duration of the day. Whenever the card is being updated or observed all archers involved must be wearing a face covering.

Every archer must carry their own pen, for marking their face, any scoring requirements and personal record keeping. There should be no sharing of pens.

Should it be necessary for a judge to verify and sign off on a change of recorded score, then the judge should use a system of sanitise-task-sanitise, when writing on the card, and must use their own pen. Thus they should not “bring” any contamination to the card, nor “take” any away with them. All judges must be wearing face coverings for the duration of the shoot.

At the end of a completion when scorecards are to be countersigned, each archer and scorer must use a system of sanitise-task-sanitise, when writing on the card, and must use their own pen. Thus they should not “bring” any contamination to the card, nor “take” any away with them.

There are two systems for club officials to verify cards at the end of the shoot.

- A box of quarantined clear “poly pocket” A4 sleeves are presented to the scorers at the end of the shoot. Each target scorer places their cards into a poly-pocket and leaves them for the club official to check.
- Alternatively, the cards are left for the club official. The club official sanitises their hands, then dons examination gloves, and checks the cards. Once complete they doff the gloves (without touching the exterior of the gloves), disposes of the gloves, and sanitises their hands after.
- In both cases, the score cards are not returned to the archers immediately. The cards can be laid out on tables so archers can take pictures of them. The cards will be quarantined and duplicate cards can be sent on to clubs after quarantine, or scans can be emailed to club secretaries afterwards.

Judging: In general there is very little requirement for contact between any judges and any archers, their equipment, nor the target faces or butts. As above mentioned, a system can be put in place for

signing score cards. For testing draw weight, the bow scales must be cleaned between each use with a sanitising wipe. A packet of suitable wipes and a refuse bag should be carried by any judge during equipment inspection for this purpose.

Beginner's courses: When considering beginner's courses restarting, special consideration and risk assessment must be carried out by the club covid officer and committee. Any equipment used must be quarantined or cleaned before and after use, and only be touched by the beginner for the duration of the session. Any demonstration by the coach must be carried out by the coach using their own equipment, not the beginner's equipment. Beginner's courses are only to be considered in Levels 1 and 2 for indoors where pods of 6 or more are permitted; and Levels 1, 2, 3 and 4 outdoors, where pods of 15 or more are permitted in training. Where equipment is limited, limit the number of beginners attending at a session. Train them in shifts, whereby they shoot all of their arrows, then leave, followed by the next shift, rather than in rotation of three or six arrows, as is traditional.

Have-A-Go sessions: A.I. don't recommend running Have-A-Go sessions until further notice. It is unlikely that any Have-A-Go sessions will be possible under the current 5 level Recovery and Resilience Plan. The level of cleaning of equipment required between each and every participant would be very difficult to achieve.

General precautions for all other times:

- No one will attend the club training, nor competition, if they are experiencing any symptoms, or feeling unwell in any way.
- Everyone attending will have completed the relevant inductions and declarations.
- No one will touch anyone else's equipment, unless absolutely necessary, and then only if there is an adequate cleaning system in place, before and after.
- Everyone will arrive at their designated time, to avoid queueing, and congregating.
- Everyone will ensure 2m distancing is maintained.
- Everyone will ensure there is no physical contact between individuals (handshakes, celebrations, etc.).
- Everyone will wash and or sanitise their hands regularly.
- Everyone will wear face coverings.
- Everyone will limit their contact to anyone outside their training pod, during levels 2, 3, 4, or 5.

Appendix 1: Short Duration Level Changes

From time to time, advice will be issued for particular periods of time which alters the precautions required for a level. These changes will be shown here, and will supersede the relevant sections of the document above.

31st of December 2020 to 31st of January 2021:

Level 5 out-door training will not proceed with “Pods of One”. Outdoor ranges are closed.

Appendix 2: Websites

Websites of the various state, sport, and world organisations mentioned throughout:

Irish Government – www.gov.ie

HSE The Health Service Executive – www.hse.ie

HSA The Health & Safety Authority – www.hsa.ie

WHO The World Health Organisation – www.who.org

NSAI The National Standards Authority of Ireland - www.nsai.ie

Sport Ireland – www.sportireland.ie

Archery Ireland – www.archery.ie

Appendix 3: Club Covid Officer Training Slides



Aims:

To have a greater knowledge and understanding of:

- COVID-19, and it's symptoms.
- How to protect yourself and others from the spread of Coronavirus.
- Covid 19 Sports Management Plan.
- Rolls and Duties of the Covid Officer, their deputy, and other club officers
- Implementation of the Sports Management Plan.



Content:

- What is COVID-19?
- Symptoms of the virus
- How is COVID-19 transmitted.
- How to protect yourself and others from the spread of Coronavirus.
- Covid 19 Response Plan.
- Pre-return to sport form
- Pre-planning – venue layout and organisation.
- Various club officer's rolls and duties.
- Contact log
- Procedures to be followed if you develop symptoms at home or at work
- Isolation - steps to take
- First Aid
- At risk groups
- Non Compliance
- Training / competition control measures



Where are we now...

Level 2 (Dublin Level 3, Donegal Level 3 from midnight):

- **National Travel Permitted** (Level 3 stay within county, only enter a Level 3 county for healthcare work or education)
- **Indoor and Outdoor training Permitted** in pods of 6 or 15 (Level 3 Indoor TBC)
- **Competitive Sport Permitted** with distancing, up to 100 spectators (Level 3 – Not Permitted)
- Contact tracing information must be gathered for everyone present.
- 2m Distancing is required
- Return to sport forms must be filled out.
- Face coverings encouraged (except when drinking or eating)
- "At Risk Groups" should follow HSE and their GPs advise on cocooning.
- Getting Updates – see www.gov.ie.

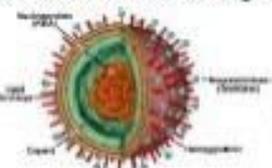


Where might we go...

	Travel	Indoor Training	Outdoor Training	Indoor Competition	Outdoor Competition	
1	Unrestricted national travel permitted	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained. Up to 100 spectators may attend	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing can be maintained. Up to 200 spectators may attend	
2	Unrestricted national travel permitted	Archery training may proceed in pods of 8. Multiple pods are permitted if sufficient space exists for the pods to distance.	Archery training may proceed in pods of 15. Multiple pods are permitted if sufficient space exists for the pods to distance.	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing is maintained. Up to 50 spectators may attend.	Permitted with distancing and hygiene measures in place. No restrictions on numbers as long as distancing is maintained. Up to 100 spectators may attend.	No spectators permitted
3	Stay within your county	"Individual Training Only" HSE/NSI CLARIFICATION	Archery training may proceed in pods of 15. Multiple pods are permitted if sufficient space exists for the pods to distance.	Closed	Closed	No spectators permitted
4	Stay within your county	"Individual Training Only" HSE/NSI CLARIFICATION	Archery training may proceed in pods of 15. Multiple pods are permitted if sufficient space exists for the pods to distance.	Closed	Closed	No spectators permitted
5	Stay at home, exercise only with 2m of your home	Closed	"Individual Training Only" HSE/NSI CLARIFICATION	Closed	Closed	Only Family

What is COVID-19?

- COVID-19 is a new illness that can affect your lungs and airways. It's caused by a new coronavirus called SARS-CoV-2, more commonly simply referred to as the Coronavirus.
- It's important to note it is a virus not a bacterium (sounds obvious – but!)
- It can take up to 14 days for symptoms to appear.
- Viruses can be easily spread to other people and you are normally infectious until all your symptoms have gone.
- Coronavirus (COVID-19) may survive on surfaces if someone who has it coughs or sneezes onto it.


Symptoms of COVID-19

Infection with the virus that causes COVID-19 can cause illness, ranging from mild to severe, and, in some cases, can be fatal.

It can take anything from 2 days up to 14 days for symptoms of coronavirus to appear. They can be similar to the symptoms of cold and flu.

Common symptoms of coronavirus include:

- Cough - This can be any kind of cough, usually dry but not always
- Fever - High temperature (over 38 degrees Celsius)
- Shortness of Breath or Breathing Difficulties (Dyspnea)
- Loss of Taste or Smell
- Fatigue

You may display none, one, some, or all of these symptoms.

Some people infected with the virus, so called asymptomatic cases, experience no symptoms at all.

For the complete list of symptoms, please refer to the HSE Website, www.hse.ie.



How does it spread?

- Current evidence suggests that the virus can spread as easily as the flu virus that circulates every winter.
- The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose or mouth when coughing, sneezing or breathing in close proximity (within 2m) for longer than 15mins.
- By close or intimate contact with an infected person.
- By touching surfaces that an infected person has coughed or sneezed on, or breathed on for a period of time; and then bringing your unwashed hands to your eyes, nose or mouth.
- COVID-19 can last up to 72 hours, outside the body, on certain surfaces.
- Note: It does not pass through the skin.



How to protect yourself & others from the spread of Coronavirus.

- Everyone should stay local as much as possible to help slow the spread of coronavirus.
- Wash and / or sanitise your hands regularly and try not to touch your face.
- Keep a space of **2 metres** (6 feet 6 inches) between you and other people as much as possible.
- Work from home where possible - if you cannot work from home, be sure to practice social distancing
- Avoid public transport as much as possible - walk or cycle if practical
- Wear face coverings in public places, such as shops, and on public transport and when visiting older people or other vulnerable people - be sure to practice social distancing for their safety
- Avoid communal sleeping areas
- Avoid any crowded places
- Don't shake hands or make close contact with other people if possible
- There is very little risk if you are just passing someone briefly. But try to keep a distance of 2 metres as much as possible.



HSE Video Here

How to protect yourself & others from the spread of Coronavirus.

- Wash your hands properly and often.
- Cover your mouth and nose with a tissue or your sleeve when you cough and sneeze.
- Put used tissues into a bin and wash your hands.
- Clean and disinfect frequently touched objects and surfaces.
- Do not touch your eyes, nose or mouth if your hands are not clean.
- Do not share objects that touch your mouth – for example, bottles, cups.



WHO Hand Washing Video Here

OK – we get it, hand washing is important. So how do we deal with that in a field or forest?

Consider having outdoor handwashing facilities installed – it could be just a tap over a drain. It has a lot of benefits, beyond the time scale of coronavirus.

Look at camping solutions, raised rain water butts, and other non-domestic solutions.

If necessary use hand sanitiser, but it's only useful on relatively clean hands, it's no good if you have mud or grease on your hands.



What is a COVID-19 Response Plan?

- To advise of the provisions that **must** be implemented to ensure the protection of all personnel returning to sport in compliance with all **current** government and associated governing bodies guidelines.
- The Club Committee have over all responsibility for implementation and adherence.
- All normal health and safety requirements must be maintained as usual.



COVID-19 Response Plan – Main components

The plan includes a variety of additional control measures including:

- A review of all existing Health and Safety documentation and procedures
- Risk assess the indoor and outdoor areas used by the club for all forms of activity.
- Take into account "at risk" groups.
- Allow for redundancy if individuals are unavailable (e.g. have a deputy field captain and judge if running a competition, in case the principals are not available).
- Social distancing (consider pods, zones, etc.)
- Appointment of a Covid-19 Officer (and team)
- Interaction with hall operator / landlord.
- Additional C19 inductions / training and self-declaration questionnaires.
- Increased hygiene regimes
- Implementation of additional signage
- A protocol for dealing with a suspected case.
- Develop the plan in consultation with all members of the club, to get buy-in from everyone.

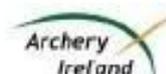
<https://www.hia.ie/eng/services/news/newsfeatures/covid19-updates/partner-resources/>
<https://www.hia.ie/eng/topics/covid-19/return-to-work-safety-templates-and-checklists/return-to-work-safety-templates-and-checklists.html>



COVID-19 Response Plan – Who does it address?

The short answer is everyone:

- Archers
- Coaches
- Parents / Guardians
- Non Shooting Members
- Visitors (Shooting and non-shooting)
- Staff of the hall or range (landlord)
- Spectators
- Employees of a company not under your direct control (Drivers / Delivery Staff / Press / Photographers / Service and maintenance staff).
- At Risk groups



Planning to Return to Sport

Risk Assessment:

- Concept of Risk Assessment
- See attached template and work through topics.
- Update all normal operating protocols and procedures.
- Be ready for changes, things that make sense on paper often need to be adjusted later.

Setting up tracing systems, and member inductions:

- All attending members should sit the Sport Ireland e-learning covid induction (Part A).
- The Club must set up an electronic system to record all attendees.
- The Club must set up an electronic "Return to Sport Questionnaire"
- Watch out for GDPR speed bumps – who has control, how long is it kept for.



Return to Sport Form

Based on the NSAI and HSA return to work form:

- Should be filled out by all people attending the club on a given day, at least 4 hours before, but not more than 24 hours before.
- Record the name, date and time, and ask the 5 questions (can be 6 depending on how you phrase them).
- Should be filled out again if the attendee is over 5 days since they last attended. (e.g. one form for a two day shoot, but separate forms for weekly training)
- Again watch out for GDPR speed bumps – who controls the information and how long is it kept for.

COVID-19 Return to Work Form

To help prevent the spread of COVID-19 in the workplace, every worker must complete and sign this form before returning to work. On return of the form, management may contact you and ask you certain questions, including, and not limited to, whether you have been in your usual work location since you last completed this form.

Employee Name	Manager Name
(Print name clearly)	(Print name clearly)
1. Do you have symptoms of cough, fever, fatigue/weakness, sore throat, runny nose, loss/tiredness or other symptoms now or in the past 14 days?	Yes/No
2. Have you been diagnosed with confirmed or suspected COVID-19 infection in the past 14 days?	Yes/No
3. Have you been in contact with a person who is confirmed or suspected case of COVID-19 in the past 14 days (i.e. household, workplace, more than 11 contacts previously in 1 day)?	Yes/No
4. Have you been advised by a doctor to return to this form?	Yes/No
5. Please provide details (date) of any other circumstances relating to COVID-19 not included in the above, which may refer to be considered above your return to work. Further information is given in greater detail from Government on the HSE website.	

If you are unsure whether or not you are at risk please, please mark the information as 'Not at Risk'.

If your situation changes after completion and submit this form please do so immediately.



Planning to Return to Sport – The range / training hall

Review the journey of the attendees from arrival to leaving:

- Arrivals, dealing with vehicles, cycles, pedestrians. Spacing out vehicle parking.
- Opening / Entering the venue, no sharing keys, contact points (door handles, alarm panels, light switches).
- Contact points for attendees – door handles, push plates, lift buttons, discuss keeping doors open.
- Is there a requirement for cleaning before allowing club attendees into the venue?
- Removing furniture from use, removing unnecessary rooms from use.
- Sanitiser points and hand washing facilities, provided by venue or club or both?
- PPE location and availability, is it stored with the equipment which has to be removed from storage first?
- Toilets (cleaning to be discussed with venue operators / landlords), capacity to be set and monitored by either club or venue operators.
- Shared facilities (e.g. tea making station), is it sustainable to keep these open for the time being?
- Setting up targets, stop netting, club bows, and any other equipment.
- Line and capacity control.
- Putting it all away.
- Cleaning at the end of the session.
- Is the above journey different for some cohorts of attendees (e.g. parents / guardians, at risk groups)



Role of the Club Covid Officer and Deputy:

It's not about doing all the tasks yourself, but it is about ensuring they are done by someone:

- Be identifiable, approachable and available.
- Must be a recognised decision maker.
- Complete a daily checklist to monitor the day to day compliance.
- Ensure there is up to date signage to educate all users about the COVID 19 controls in place and available facilities
- Ensure personnel, contractors and users complete all COVID 19 questionnaires and declarations.
- Ensure compliance to the 2m rule for social distancing.
- Ensure regular cleaning of handrails, door handles, etc.
- Ensure hand wash liquid/soap and hand sanitisers are replenished as required.
- Ensure warm water and hand drying facilities are available.
- Ensure athletes and coaches are adhering to any staggered training schedules and limiting numbers in pods, teams, sessions, and are cognisant of the 2 metre guideline.
- Promote and coach good hygiene practises to all.
- Consider provision of additional controls for exceptional circumstances.
- Keep yourself informed and up to date on HSE guidelines.
- All site users must take responsibility for their own health and social distancing
- Where anyone is observed carrying out an activity and struggling to maintain the 2m social distancing rule, STOP the activity and coach them through the task self assessment guidelines to find a better answer
- Where an answer cannot be found, inform club committee/ management for task reassessment



Role of the other club officers:

Everyone has to buy-in and take part:

- All site users must take responsibility for their own health and social distancing
- The committee of the club are ultimately responsible for the H&S of the club operations, they must back up and support the Club Covid Officer.
- Coaches must take responsibility for their own actions and those who are following their instruction.
- Parents and Guardians must take responsibility for ensuring reasonable compliance of children attending, with the protocols and procedures established by the club.
- The membership secretary (or which ever club officer is responsible for the membership information), must make sure that everyone's I.C.E. contact details are up to date and complete.



Prompt identification for contact tracing:

All details should be electronic and remotely accessible:

- The club must log all attendees for contact tracing.
- The club should make sure this log can be accessed remotely in case the hall is closed off to access.
- The logs must be GDPR compliant, tell people why the log is being set up, what is being recorded, how long will it be kept for, and who has access to the information.

Clubs Must:

- Display information of the signs and symptoms
- Ensure all attendees (shooting & non-shooting) have completed the SI online induction.
- Pass on all Public Health / HSE / HSA / Government advise.
- Provide instruction for anyone who develops signs or symptoms (i.e. to self isolate and phone their GP).
- Ensure all I.C.E. information is up to date for all people attending.



Procedures to be followed if someone develops symptoms at the club

Tell the club covid officer or deputy immediately.

Then:

- isolate immediately from other people (in the isolation room if needed)
- wear a face covering if one is available
- keep a distance of least 2 metres from others
- go home as soon as it is safe to do so. Self-isolate at home and phone your GP.

Do not use public transport of any kind to go home.

If you cannot go home immediately:

- remain self-isolating in the building and phone medical advise.
- avoid touching people, surfaces and objects
- cover your mouth and nose with tissues when you cough or sneeze. Bin these tissues in a waste bag



Isolation Room

- Isolation rooms will most likely need to be set up in conjunction with the hall operator or landlord.
- The designated room or area should be easily accessible, and as far away from the training area as is reasonable and practical.
- Ideally it will be room which can be closed, and have a window for ventilation.
- The room should have a stock of tissues, hand sanitiser, disinfectant and or wipes.
- The room should also have a stock of PPE – Masks, face shield etc.
- The room should have a bin, ideally lidded, and a stock of bin liner bags for double bagging waste, along with a marker or pen which can write on the bags for quarantining the waste (72 hours).



Changes for the club First Aid:

- Keep up to date with the latest advice from PHECC regarding administering first aid.
- When possible, keep distance from the causality – try and talk them through self administering first aid (e.g. cleaning and dressing small wounds).
- Only one first aid responder to provide support and treatment when practical.
- Detailed hand washing and sanitising before putting on PPE.
- Use extra PPE if there is a requirement for being close to the causality.
- Provide a mask to the causality where practical.
- Compression only CPR.
- Waste generated should be quarantined if there is any suspicion of covid infection.
- Any form of reusable first aid equipment (e.g. scissors) should be disinfected before being returned to the first aid kit.



Who is at risk?

- People of all ages can be infected by COVID-19. Some groups of people are more vulnerable to becoming severely ill as a result of infection. Keep up to date on the HSE website for the latest advice on cocooning and at risk groups.

Very High Risk Group:

People who:

- are over 70 years of age - even if you're fit and well
- have had an organ transplant
- are undergoing active chemotherapy for cancer
- are having radical radiotherapy for lung cancer
- have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- are having immunotherapy or other continuing antibody treatments for cancer
- are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- severe respiratory conditions including cystic fibrosis, Alpha-1 antitrypsin deficiency, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- have a condition that means you have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- have a serious heart condition and you're pregnant



Who is at risk?

- People of all ages can be infected by COVID-19. Some groups of people are more vulnerable to becoming severely ill as a result of infection. Keep up to date on the HSE website for the latest advice on cocooning and at risk groups.

High Risk Group.

People who:

- are over 60 years of age
- have a learning disability
- have a lung condition that's not severe (such as asthma, COPD, emphysema or bronchitis)
- have heart disease (such as heart failure)
- have high blood pressure (hypertension)
- have diabetes
- have chronic kidney disease
- have liver disease (such as hepatitis)
- have a medical condition that can affect your breathing
- have cancer
- have a weak immune system (immunosuppressed)
- have cerebrovascular disease
- have a condition affecting your brain or nerves (such as Parkinson's disease, motor neurone disease, multiple sclerosis, or cerebral palsy)
- have a problem with your spleen or have had your spleen removed
- have a condition that means you have a high risk of getting infections (such as HIV, lupus or scleroderma)
- are taking medicine that can affect your immune system (such as low doses of steroids)
- have obesity
- are residents of nursing homes and other long-stay settings
- are in specialist disability care and are over 50 years of age or have an underlying health problem



Dealing with non-compliance:

- The club committee will already have procedures in place for dealing with internal discipline and non-compliance with club rules.
- The committee will need to add into those systems, various levels of dealing with informal and formal complaints regarding covid issues.
- The club covid officer will need to be backed up by the committee when dealing with matters in a balanced way; as would be the case with coaches, field captains, and other club officers responsible for the safety and wellbeing of members.



Training and competition control measures:

- Keep an eye on mass gathering limits, including all visitors, archers, coaches, building staff, spectators, parents / guardians etc. etc. It is unlikely that they will affect Archery, but watch out for shared facilities.
- Consideration needs to be given to how hand washing can be facilitated (even outdoors). Be they camping solutions, temporary hose pipe and tap, or permanent indoor systems. Hand sanitiser can only go so far – it's useless on muddy or greasy hands.
- Spacing – Masks cannot be worn while drawing a bow, hence the number of archers on the line is dictated by the distancing requirements (currently 2m). Hence the line gets very wide, which would need lots more target butts, or else split the line up more. E.g. instead of AB / CD, consider four separate lines or similar. Note the time affects this will have on training and competition.
- If there is to be more than one archer per target butt, then protocols need to be put in place regarding not touching the paper faces, other peoples arrows, or sharing arrow pullers etc. (Remember to include systems for assisted archers in your protocols).
- Scorecards need to be addressed. Sharing cards for signing for example, or judges signing cards.



Training and competition control measures:

- Return to sport forms and contact tracing logs also need to be implemented for competitions as well as training.
- Club equipment cleaning procedures need to be monitored, especially when returning to beginners courses / have a go sessions etc. Be careful of powerful solvents and scouring cleaners on bow limbs and strings. Isolation and equipment labelling for temporary personal use, is worth considering.
- Consider the transport implications of choosing to run a shoot or training in a remote location. Car pooling is not permitted, so considerable extra car parking space may be required.
- Spacing at the assembly points for field shoots, will be required, shotgun starts are preferable to space archers out.
- Queuing systems need to be managed for check-in, collection of fees, etc. See how much of it can be done on-line in advance.
- Any task which requires team lifting (e.g. mounting a target butt), all those involved should sanitise before and after and wear PPE standard masks (FFP2 / N95).



Coronavirus COVID-19



If you have fever and/or cough you should stay at home regardless of your travel or contact history.

If you have returned from an area that is subject to travel restrictions due to COVID-19 you should stay at home for 14 days. Check the list of affected areas on www.hse.ie

How to Prevent

					
Wash your hands and use alcohol hand sanitizer	Cover your mouth and nose with a tissue or elbow when coughing or sneezing and throw it away	Avoid touching eyes, nose or mouth with unclean hands	Clean and disinfect frequently touched surfaces and objects	Stop gathering with or travelling to busy public places, especially those with high footfall	Distance yourself from people who are coughing or sneezing

All people are advised to:

- > **Reduce** social interactions
- > **Keep a distance** of 2m between you and other people
- > **Do not** shake hands or make close contact where possible

If you have symptoms visit [hse.ie](https://www.hse.ie) phone HSE Live **1850 24 1850**

Symptoms

• Fever • High Temperature • A Cough • Shortness of Breath • Breathing Difficulties

For daily updates visit

www.gov.ie/health/covid-19
www.hse.ie




Riada na nÓráin
Government of Ireland

Appendix 4: Club RA Template

Location		RISK ASSESSMENT										
ACTIVITY		Covid 19 Return to Archery (Indoor)										
DESCRIPTION OF ACTIVITY		Restarting club operations, regarding covid19, and existing hazards. Shooting, competing, coaching and training in an indoor environment.										
Hazards	Likelihood x Severity = Risk before controls L X S = R			Control Measures	Likelihood x Severity = Risk After controls L X S = R			Any Additional controls				
Existing non-covid related shooting hazards inherent in archery.	4	5	20									
Existing non-covid related hazards related to early shooting by beginners.	4	5	20									
Ignorance of how Covid19 spreads and how to prevent infection.	3	5	15									
Gathering at the entrance, resulting in infection.	3	5	15									
Unregulated use of transport resulting in infection.	4	5	20									
Unregulated close contact in rooms, resulting in infection.	4	5	20									
A person attending a club session, while presenting Covid19 symptoms.	4	5	20									
A person attending a club session, who has been in contact with a confirmed or suspected case, or abroad recently.	4	5	20									
WHO COULD BE AFFECTED												
Members	<input checked="" type="checkbox"/>	Officers	<input checked="" type="checkbox"/>	Visitors	<input checked="" type="checkbox"/>	Public	<input checked="" type="checkbox"/>	Young people	<input checked="" type="checkbox"/>	Vulnerable Groups	<input checked="" type="checkbox"/>	
Likelihood	1 = very Unlikely	2 = Unlikely	3 = Likely	4 = Highly Likely	5 = Will Occur	Severity	1 = No Injury	2 = Minor Injury	3 = Serious Injury	4 = Permanent Disability	5 = Death	
MULTIPLY LIKELIHOOD BY SEVERITY TO OBTAIN RISK FACTOR												
Examples of Minor Injuries: Bruises, Cuts, Abrasions, Strains. Examples of Serious Injuries: Injuries resulting in the inability to work or attend sport training for a period, or injuries resulting in attendance at hospital.												
Risk 1-4 = Low (maintain control Measures)			5-9 Adequate (look to Improve)			Risk 10-15 = Medium (Look to improve within a specific timescale)			Risk 16-25 = High (Stop Immediate Action required)			
Date of Assessment		Assessed By		Authorised by Officer		Date						

Location		RISK ASSESSMENT										
ACTIVITY		Covid 19 Return to Archery (Indoor)										
DESCRIPTION OF ACTIVITY		Restarting club operations, regarding covid19, and existing hazards. Shooting, competing, coaching and training in an indoor environment.										
Hazards	Likelihood x Severity = Risk before controls L X S = R			Control Measures	Likelihood x Severity = Risk After controls L X S = R			Any Additional controls				
Cross contamination at the target	3	5	15									
Cross contamination of individual's equipment	2	5	10									
Face covering contacting bow string during a shot.	3	3	9									
Cross contamination of club beginner's equipment	4	5	20									
Setting up and moving target butts	3	5	15									
Onset of Covid19 symptoms whilst at a club session, resulting in other attendees being infected.	4	5	20									
Equipment left behind at a club session.	3	5	15									
Cross contamination in the hall	4	5	20									
Cross contamination from score cards	3	5	15									
Cross contamination from score changes by judges	3	5	15									
WHO COULD BE AFFECTED												
Members	<input checked="" type="checkbox"/>	Officers	<input checked="" type="checkbox"/>	Visitors	<input checked="" type="checkbox"/>	Public	<input checked="" type="checkbox"/>	Young people	<input checked="" type="checkbox"/>	Vulnerable Groups	<input checked="" type="checkbox"/>	
Likelihood	1 = very Unlikely	2 = Unlikely	3 = Likely	4 = Highly Likely	5 = Will Occur	Severity	1 = No Injury	2 = Minor Injury	3 = Serious Injury	4 = Permanent Disability	5 = Death	
MULTIPLY LIKELIHOOD BY SEVERITY TO OBTAIN RISK FACTOR												
Examples of Minor Injuries: Bruises, Cuts, Abrasions, Strains. Examples of Serious Injuries: Injuries resulting in the inability to work or attend sport training for a period, or injuries resulting in attendance at hospital.												
Risk 1-4 = Low (maintain control Measures)			5-9 Adequate (look to Improve)			Risk 10-15 = Medium (Look to improve within a specific timescale)			Risk 16-25 = High (Stop Immediate Action required)			
Date of Assessment		Assessed By		Authorised by Officer		Date						

Location	RISK ASSESSMENT						
ACTIVITY	Covid 19 Return to Archery (Indoor)						
DESCRIPTION OF ACTIVITY	Restarting club operations, regarding covid19, and existing hazards. Shooting, competing, coaching and training in an indoor environment.						
Cross contamination from marking faces.	3	5	15				
Cross contamination from competition prizes	3	5	15				
Cross contamination during prize giving ceremonies	4	5	20				

WHO COULD BE AFFECTED															
Members	<input checked="" type="checkbox"/>	Officers	<input checked="" type="checkbox"/>	Visitors	<input checked="" type="checkbox"/>	Public	<input checked="" type="checkbox"/>	Young people	<input checked="" type="checkbox"/>	Vulnerable Groups	<input checked="" type="checkbox"/>				
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Date of Assessment		Assessed By		Authorised by Officer		Date									

Location	RISK ASSESSMENT						
ACTIVITY	Covid 19 Return to Archery (Indoor)						
DESCRIPTION OF ACTIVITY	Restarting club operations, regarding covid19, and existing hazards. Shooting, competing, coaching and training in an indoor environment.						
Risk Assessment must be reviewed annually or if there are changes to work activity or after an incident/accident connected with this risk assessment.							
			Risk Assessment review dates				
Reviewed By	Signature				Date of Reviewed		

WHO COULD BE AFFECTED															
Members	<input checked="" type="checkbox"/>	Officers	<input checked="" type="checkbox"/>	Visitors	<input checked="" type="checkbox"/>	Public	<input checked="" type="checkbox"/>	Young people	<input checked="" type="checkbox"/>	Vulnerable Groups	<input checked="" type="checkbox"/>				
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Location	RISK ASSESSMENT	
ACTIVITY	Covid 19 Return to Archery (Indoor)	
DESCRIPTION OF ACTIVITY	Restarting club operations, regarding covid19, and existing hazards. Shooting, competing, coaching and training in an indoor environment.	

Member signing sheet

As an Employee you are signing to say you have read and understood the control measure to undertake this particular activity safely and you agree to adhere to the control measures and any safe systems of work.

Name and Job title	Signature	Date

WHO COULD BE AFFECTED											
Members	<input checked="" type="checkbox"/>	Officers	<input checked="" type="checkbox"/>	Visitors	<input checked="" type="checkbox"/>	Public	<input checked="" type="checkbox"/>	Young people	<input checked="" type="checkbox"/>	Vulnerable Groups	<input checked="" type="checkbox"/>
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 Examples of Minor Injuries: Bruises, Cuts, Abrasions, Strains. Examples of Serious Injuries: Injuries resulting in the inability to work or attend sport training for a period, or injuries resulting in attendance at hospital.
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Date of Assessment	Assessed by	Authorised by Officer	Date
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