



COUNTY OAK ARCHERY CLUB

HANDBOOK

ISSUE DATE: MAY 2024

CONTENTS

| | |
|---------|---|
| Page 3 | President's Welcome |
| Page 4 | Membership |
| Page 5 | Club Structure, Newsletter |
| Page 6 | Safeguarding |
| Page 9 | Archery Terminology |
| Page 11 | The 252 Scheme |
| Page 12 | Club Days and Evenings |
| Page 14 | Club Competitions |
| Page 17 | Archery GB Classifications |
| Page 18 | Rules, Policies, Etiquette |
| Page 19 | Safety – Outdoors and Indoors |
| Page 21 | Coaching and Skills |
| Page 22 | Equipment – Club, Buying your own |
| Page 23 | Do's and Don'ts! |
| Page 24 | Appendix 1 - Archery Rounds |
| Page 26 | Appendix 2 - Site Plan - Hove Park School |
| Page 27 | Appendix 3 - Archery Field diagrams |
| Page 29 | Appendix 4 - Site Plan – Blatchington Mill School |
| Page 30 | Appendix 5 - How to record scores |
| Page 35 | Appendix 6 - Open Competitions |

PRESIDENT'S WELCOME

County Oak Archery Club (COAC) was founded over sixty years ago. Our motto 'Recti Oculi' is literally translated as 'straightness of eye' and it is that straightness of eye and purpose that has allowed the Club to continue all these years.

Our aim then, as now, was to bring enjoyment, competitiveness and camaraderie to all those who would like to take up archery. Some may choose to shoot for pleasure only on Club evenings, while others may take a more competitive approach by shooting in the various Club competitions that are arranged. Whichever way you wish to shoot you will be welcomed at County Oak.

Whether we achieve our objectives is for our members to judge. If we have, it is due to the effort and commitment of all County Oak members through the years, in particular those who have given their time in running the Club, coaching and organise events.

Dave Howard
President
County Oak Archery Club

MEMBERSHIP

County Oak Archery Club (COAC) is a fully constituted Target Archery Club. It is affiliated to Archery GB (AGB), which is the trading name of the Grand National Archery Society (GNAS) the ruling body of the sport in Britain and affiliated through AGB to World Archery (WA) (formerly known as the Federation Internationale de Tir a l'Arc (FITA)) the international ruling body.

The club is a member of the Sussex County Archery Association (SCAA) and the Southern Counties Archery Society (SCAS). Any member of COAC, on presentation of a valid AGB membership card, is allowed to enter any open competition in Britain held under AGB or WA rules, and similarly any open tournament or competition anywhere in the world, staged under WA rules. In all cases local requirements have to be observed, such as bow categories, dress code etc

The Annual AGB/SCAA/SCAS Fee is set by AGB and SCAA and goes directly to the national, regional and county organisations for the administration of the sport at each level and the provision of personal liability insurance for club members. The fee is payable on joining, or by the end of August if already a member.

Members also pay a monthly Membership fee (as agreed at the Club's Annual General Meeting). This mainly covers the regular fees paid to Blatchington Mill School for use of the gym facilities for a specified number of evenings in the Winter season (mid-September to April), and also to Hove Park School (Nevill Road site) for the all year round use of the school field on Sundays and Monday, Wednesday and Friday evenings in the Summer Season (May to mid-September). **The payment of this by Standing Order, plus the annual AGB/SCAA/SCAS fee, constitutes full membership of the Club.**

The club's income is also used to buy archery material such as bosses, target faces, stands, etc., training equipment, bows, arrows, fletchings, etc., and as necessary other items for the club's pursuance of the sport and for the benefit and promotion of the club and its members.

There are two routes for membership. One is to successfully complete one of our Beginners Courses and the other is to transfer as an existing archer from another club. The latter route would involve coming along to meet us so we can assess your ability to make sure your move to the club is smooth and safe.

CLUB STRUCTURE

COAC is a fully constituted club and is required to have officers responsible for the running of the club. All posts are unpaid and for 2023/24 are:

Chairman – Ross Higgs
Hon. Treasurer – Dave Howard
Hon. Secretary – Phil Howell
Field Captain – Trevor Tullett
Match Secretary – Marvin Watts
Equipment Officer – Craig Cheek
Website / Records Officer – Evgeniy Shapiro
Welfare Officer – Ryan Southall

The Club also has an elected President (currently Dave Howard), who sits on the Committee.

All committee posts, and that of the President, are elected each year at the club's Annual General Meeting held in September. Any member who has been a paid-up full club member for at least two years can stand for election. Club members wishing to propose motions or nominations at the AGM have to do so in writing to the Hon. Secretary at least 7 days in advance of the meeting.

The Club Website is www.countyoakac.org.uk where you will always find an up to date copy of the Club Constitution at www.countyoakac.org.uk/resources

The Hon. Secretary can be contacted at coachonsec@gmail.com

The Match Secretary is at coacmatchsec@gmail.com

Sussex County Archery Society is at www.sussex-archery.org.uk

NEWSLETTER

The club publishes a monthly Newsletter. The Newsletter contains a variety of items relevant to the club and its members. Although there are regular items, the continued success of the Newsletter depends on contributions from club members. The Hon. Secretary welcomes all contributions. The Newsletter encapsulates the current life of the club and that is why members contributions are so welcome. If you have never written an article for anything before, now is the opportunity to do at least one. The Newsletter was relaunched in April 2023 after a long period without one.

SAFEGUARDING and WELFARE

County Oak Archery Club provides an inclusive and supportive environment for the practice of Archery. To this end, the club has a Welfare Officer and requires its members to adhere to the Archery GB codes of conduct, a full copy of which can be found on the club website under www.countyoakac.org.uk/resources

Below are the main points we expect members to adhere to:

In terms of respecting the spirit of fair play in archery, we expect members to:

- Encourage a welcoming, safe, inclusive, and open environment where skills, development, teamwork, and enjoyment are promoted
- Adhere to the rules of shooting and the spirit of archery
- Display and promote high standards of behaviour
- Promote fair play – not cheat, complain, or waste time
- Do their best to make sure the sport is enjoyable for everyone
- Accept success and failure with dignity
- Be on time for training, competitions, and events
- Never take part in or accept public criticism of fellow archers, coaches, or officials
- Respect archery facilities and equipment

In terms of respecting the rights, dignity and worth of my fellow archers, we expect members to:

- Speak to fellow archers, spectators, coaches, judges, and officials with respect
- Respect the decision of officials
- Set a positive example to others
- Remember that everyone makes mistakes
- Always respect the confidentiality of other archers
- Treat other people's information in line with the requirements of the General Data Protection Regulation (GDPR)
- Always have the best interests of my fellow archers at heart

In terms of protecting others from any form of abuse including verbal or physical abuse and threatening or intimidating behaviour, we expect members to:

- Never use or accept racist, sexist, homophobic, abusive, discriminatory, or insulting language, gestures, or behaviour
- Not discriminate against a person or group of people as a direct or indirect result of their age, disability, sex, race, religion or belief, gender reassignment, sexual orientation, marriage, and civil partnership, pregnancy, or maternity status
- Never use sexually suggestive behaviour or language
- Ensure that any physical contact is appropriate and necessary, and is carried out within applicable guidelines, and (except in a medical emergency) only with the other person's (and/or if the person is under 18 or is particularly vulnerable with parental/carer's) consent
- Never take part in or accept bullying, intimidation, harassment, or discrimination of any person
- Never use or accept the use of social media to abuse, bully, intimidate, discriminate, or harass anyone
- Protect others from abuse and harm including verbal, physical abuse, and threatening behaviour
- Challenge poor practice and discrimination
- Raise concerns about abuse, poor practice, discrimination, or misconduct and know how to raise a concern
- Seek advice from either my club, county association, regional society, or Archery GB when their concerns are ignored

Although the club does not currently allow unaccompanied minors to shoot, there are safeguarding procedures in place for both adults and children, and these can also be found on the club website under www.countyoakac.org.uk/resources

The club's Welfare Officer is Ryan Southall (photo below), who can be contacted in the first instance if there are any issues or concerns regarding welfare either by phone: 07766 600640, or email: rgsouthall@gmail.com. An alternative point of contact within the club is the Club Secretary, Phil Howell, who can be reached at coachonsec@gmail.com.



External to the club, Archery GB has its own dedicated Safeguarding team, which can be contacted confidentially to raise any concerns. Contact points here are the National Lead Safeguarding Officer Anne Rook on 01952 602792, and the Safeguarding and Governance Officer Karen Hodgkiss on 01952 602793.

Archery GB also has a range of general guidelines that the club follow. These cover Equality & Diversity, Online & Social Media and Anti-Doping, links to which can be found on the club website under www.countyoakac.org.uk/resources

We ask all members to familiarise themselves with these documents.

ARCHERY TERMINOLOGY

All sports have their own jargon, which can sometimes be a mystery to newcomers to any sport. Archery is not alone in this!

There are a couple of very useful, and comprehensive, lists that can be found online – though they do have an American focus!

<https://archeryforbeginners.com/blog/archery-terms/>

<https://archershut.com/ultimate-guide-to-archery-terms/>

Key ones to understand early on are:

Types of Bow – the common types shot at our Club are Recurve, Compound, Barebow and Longbow.

- Recurve – as used on the Beginners Course. The centre part, the Riser, is what you hold; with a Limb at each end (these can be fixed or detachable). The String is pulled back using the fingers, using a Tab to protect them, and the archer looks through the Sight that is attached to the Riser. A Stabiliser is attached to the front of the Riser to steady the bow.
- Compound – an all metal bow with a set of strings that pull back over cam wheels. This gives a heavy pull back but once at full draw the tension is reduced to a much lower weight so that the bow can be held at full draw for a longer period of time. As well as a front sight, there is a peep sight in the string so very much like shooting with a rifle.
- Barebow – this can be a recurve with the sights and stabiliser removed, or an all-wooden bow. The arrow rests on the bow, not the archer's hand, which differentiates it from a Longbow. This is quite a broad category and reference needs to be made to the AGB Rules of Shooting to see how it is defined.
- Longbow – a traditional bow, as used in past centuries. A single piece of wood with a string, and the arrow rests on the top of the archer's hand.

The Field – this refers to the shooting area that is set up, outdoors or indoors, and defines the shooting field and its safety areas.

The Boss – this goes on a wooden stand and is made either of straw or foam. The Target Faces are pinned to it.

The Shooting Line – the line, defined by rope outdoors and tape indoors, on which the archer stands to shoot. More formal shoots, as on the Beginners Course, will also have a Waiting Line which can only be crossed when it is your turn to shoot.

A Round – this is a defined number of arrows shot at a specific target face. There are quite a number of nationally and internationally defined Rounds, with different ones for outdoor and indoor shooting. There is a full list in [Appendix 1](#).

An End – this is the time period between the ‘start’ and ‘stop’ signals given by the Field Captain. In a Club or Open Competition it will always be defined as a specific number of arrows. The norm on a Club evening is that Recurves and Compounds shoot 3 arrows and Barebows and Longbows shoot 6 arrows.

252 SCHEME

This scheme is designed to give archers confidence at shooting longer distances outdoors by making sure they can consistently hit targets at shorter distances. For example, 20 yards is the first distance shot, and once the archer has achieved their 20 yard award they can progress to shoot 30 yards, and so on up the distances. This gives novice archers a target (pun intended) to aim for on day one of joining the club, gets them into the practice of keeping scores and tracking their progress and, most importantly, have their achievements recognised by the presentation of badges for each distance achieved. This scheme is used at many archery clubs in the UK and applies to all archers, irrespective of age, ability or bow type.

County Oak asks all new members to engage with the scheme if wanting to shoot beyond 20 yards outdoors.

Scheme Rules

Imperial, five-zone scoring (1 white, 3 black, 5 blue, 7 red, 9 gold) on a 122cm target face.

Six practice or sighter arrows can be shot to be followed immediately by three dozen scored arrows.

The round is shot at 20, 30, 40, 50, 60, 80 and 100 yards with the aim of achieving or exceeding the score required for your bow type:

- Recurve 252
- Compound 280
- Barebow 189
- Longbow 164

Scores should be achieved twice, on different days, to qualify for a distance award. Awards must be shot and claimed in distance order. For example, 20 yards must be achieved first before submitting a score for the 30 yard award. For traditional bows, such as horse bows and flat bows, if the bow has an arrow shelf or if the bow string is in contact with the limbs when strung, barebow scores must be achieved. Otherwise, longbow scores.

Scores must be recorded on the 252 scheme score sheet (available in the hut) and verified by another archer. Claims on scoring apps etc, will not be accepted for this award.

To claim, please submit two signed, verified and dated COAC 252 Award score sheets to the club's 252 Scheme Organiser - Ryan Southall.

CLUB DAYS AND EVENINGS

Archery is a year-round sport and your membership fee entitles you to shoot for all 52 weeks. Both our Outdoor and Indoor venues have range plans registered with Archery GB and these have to be followed.

Shooting outdoors

We shoot outdoors on the field at Hove Park School, Nevill Road where we have two large green containers in which we keep all our Club equipment. A map of the school to show access and parking is in **Appendix 2**.

The full outdoor season usually runs from the beginning of May until mid-September. During this season members can shoot on those days and times agreed between the club and the school. Currently we shoot on Sundays from 1pm and on Mondays, Wednesdays and Fridays from 6.00pm. If any Monday is a Bank Holiday, we shoot from 1pm not 6pm. This is subject to confirmation each year. A limited number of members have keys to the school gates and our containers.

During the winter season, from mid-September to the end of April, we only shoot outdoors on Sundays from 1pm. However, where there is a Monday Bank Holiday, we shoot outdoors at 1pm and not Indoors that evening. This is subject to confirmation.

There must be at least two full Club members present for shooting to take place. Club sessions are very informal, but a proper shooting field must be set up in the correct location with a shooting line marked by red flags at each end. You can shoot any distance and any Round, providing it can be completed by dusk. It is advisable to arrive before the field is set out if you want to shoot a particular Round requiring a distance not normally set up, e.g. 80 yards or a distance in metres. Members can set up their own specific distances. Sometimes a split field is laid out for one group to shoot longer distances, allowing a quicker turn round for those shooting shorter distances. When a Beginners Course is being run the field set up will be more comprehensive.

Appendix 3 shows the correct set up for a shooting field.

IMPORTANT – ALL ARCHERS MUST COUNT THEIR ARROWS PRIOR TO SHOOTING AND MAKE SURE THEY HAVE THE SAME NUMBER WHEN THEY PACK UP. ANY LOST ARROWS HAVE TO BE FOUND BEFORE LEAVING.

Shooting Indoors

We shoot indoors in the East Wing Gym at Blatchington Mill School, Nevill Avenue where we have a small shed in which we keep all our Club equipment. A map of the school to show access and parking is in **Appendix 4.**

This is the longest season, starting in mid-September and ending in late April. Currently we shoot on Monday and Wednesday evenings from 6.30pm – we can arrive and set up in the corridor from 6pm but cannot access the gym until 6.30pm. The gym is restricted in size and may not always accommodate all club members in one session. A maximum of 6 bosses and stands can be set up in the gym all at 20 yards - this means 12 target faces. Members mainly shoot Portsmouth Rounds, with Ends of 3 arrows.

CLUB COMPETITIONS

COAC stages a number of competitions during the year, which are for club members only. A number of members also compete in open tournaments run by other clubs in Sussex and beyond. All competitions, both outdoor and indoor, are shot by gender and bow type.

Outdoor Competitions

The club runs five outdoor competitions during the summer season, and one in the winter. They are as follows, and all members are encouraged to take part in all of them:

- **Winnie Chapman Memorial Handicap Shoot** – this is shot over a Round that is chosen to give as many as possible the chance to take part. Each archer has a handicap that is calculated on the day using tables that are produced for that purpose and can be found as an Appendix in the AGB Rules of Shooting.
- **Outdoor Championship** – this is shot using a Round that gives as many members as possible the chance to take part.
- **Instinctive Shoot** – this is more of a fun shoot, which is shot at various undefined distances at a wide variety of unconventional targets. Sights are not allowed, neither are Compounds.
- **Wand and Clout Shoot** – these may be shot on the same day or different days. Please search the internet for pictures of what is involved, but in a nutshell the Wand is a tall narrow pole that has to be hit at a set distance. No Compounds. It has its origins in training medieval archers to hit their opponents. The Clout is a flag that is set in the ground at a long distance and arrows are fired up into the air to get far enough to land near to it. Again, no Compounds and no sights on any bow.
- **Ron Stowe New Years Shoot** – this is our one winter outdoor competition and is shot on the first Sunday in January. It is a Frostbite Round, which is 36 arrows at 30 metres at a 60cm target face.

Indoor Competitions

There are six very varied Competitions that run indoors during the winter season. Again, all members are encouraged to take part in them all. They are:

- **Bernie Yates Knockout Trophy** – as its name suggests this is a knockout competition that has to be entered at the start of the season. The Match Secretary will then randomly pair up archers to shoot against each other (by gender and bow type), with the winner progressing to the next round and so on until there is a winner. It is shot as half a Portsmouth Round, so 36 arrows.
- **John Pledge Memorial Combination Shoot** – this is held on a pre-announced Wednesday evening and is open to all those who turn up on the night. It comprises 18 arrows shot at a Portsmouth target face, 18 at a Vegas face and 20 at a Worcester face.
- **Darts** - this is a knockout competition that has to be entered at the start of the season. The Match Secretary will then randomly pair up archers to shoot against each other (by gender and bow type), with the winner progressing to the next round and so on until there is a winner. It is shot at a large target face of a traditional dart board and scored in the same way. Gents shoot down from 501 and ladies from 301.
- **Worcester** – this can be shot on any evening by putting up a Worcester target face, and on certain nights they will be put up for all archers. It can be shot as many times as you like and your highest score will be taken to decide the winners.
- **Vegas** – this runs in exactly the same way, using a Vegas target face.
- **Indoor Championship** – this takes place near the end of the indoor season and is a Portsmouth Round (60 arrows). It is open to all those who turn up on the night.

See **Appendix 5** for how to record your scores in competitions. To record your own scores there are a number of Apps available for that – ask other members for recommendations.

Social Shoots

There are currently three shoots a year, subject to confirmation, which are as much a social event as a shoot. They are:

- Summer Novelty Shoot – shot at a variety of inventive targets.
- Halloween Shoot – on the Wednesday evening closest to Halloween using suitably themed target faces.
- Christmas Shoot - on the last Wednesday evening before Christmas using suitably themed target faces drawn by one of our artistic members. Followed by festive food and drink.

In most cases when any competition is running, that is the only shooting at that time.

The club Newsletter will inform members in advance of all club competitions, and the Match Secretary or Field Captain will clarify at the start how many arrows are to be shot in each End.

Club Awards

Presentation of the COAC awards, medals and trophies are made at the Annual Club Dinner in October. This is the club's major social function of the year and members are encouraged to support it.

Open Competitions

See **Appendix 6** for further information should you wish to sign up for competitions at other clubs or for County/Regional competitions.

ARCHERY GB CLASSIFICATIONS

All members are encouraged to shoot the relevant scores in the relevant Rounds to achieve these. There are two Classification tables, one for outdoor and one for indoor. Both have six levels that can be achieved shooting at club level, with a further three that can only be shot in Open Competitions with World Record status. The club levels are Archer 3rd Class up to 1st Class then Bowman 3rd Class up to 1st Class. The entry level is very achievable even for a novice archer. The full list of scores required, by gender, bow type and Round can be found at:

<https://archerygb.org/resources/find-a-document/awards/outdoor-classifications-and-handicaps>

<https://archerygb.org/resources/find-a-document/awards/indoor-classifications-and-handicaps>

They are also on the Club website under www.countyoakac.org.uk/resources

There are specific score sheets for these, which are in a labelled folder in the box at indoor shoots and in a folder in the container for outdoor shoots.

All score sheets should be properly signed and witnessed and returned to the Hon. Secretary. The Archery GB Classification Badges will be presented at the Annual Dinner.

CLUB RECORDS

These are now held on the Golden Records website and the necessary log in details can be obtained from our Website/Records Officer.

RULES, POLICIES AND ETIQUETTE

Archery is no different to any other sport with its adherence to the official rules, local club requirements and unwritten expectations.

It is expected that every member will acquaint themselves with the AGB Rules of Shooting and use it for reference. The latest version (dated January 23) can be found on the AGB website at:

www.archerygb.org/files/rules-of-shooting240123160956.pdf

If it gets updated you will need to go to the Resources page and search for Rules of Shooting to get the updated link.

Dress Code

For ordinary club days and evenings there is no specific dress regulation, but everyone is required to be completely clothed which includes shirt/top and footwear that fully encloses the toes.

Helping

This is pure common sense. The range - outdoors and indoors - needs to be set up and dismantled on each occasion. This should be done by all those shooting. The more help there is the quicker the process. If you cannot arrive in time to help set up, then you can help dismantle, if you helped to set the field up it does not mean that you don't have to help take it down. Do not attempt to put up or take down a boss on your own, it should be a two-person task.

When setting up an outdoor Field, make sure the bolt on the stand is tightened after putting it up and loosened before taking down. Two cords should always be used at the rear to hold the Boss firmly on the stand, and in windy weather an extra set must be used at the front.

On the Line

It makes sense, and is appreciated, not to make too much noise that is likely to distract others shooting. Try to keep frustrations and/or elation to a minimum. Be aware of what is happening around you. When someone in front of or behind you is at full draw wait until they have loosed their arrow before leaving or approaching the shooting line.

During the indoor season you need to be particularly alert to the Field Captain and the signals given, as the entry into the gym is in front of the shooting line. There may be people entering or leaving the hall at the completion of Ends. There is little space behind the Line in the hall and everybody needs to be watchful of other archers' equipment and to show understanding for those shooting before and after completing your End. Archery should be a cheerful and social sport with an appropriate element of banter, but constraint needs to be practiced occasionally.

SAFETY - OUTDOORS AND INDOORS

Archery shot within the rules is a safe sport, so it is the responsibility of all members to be aware of, and comply with, all safety criteria. Apart from the possibility of injury, insurances could be invalidated if safety is ignored. Never come up to full draw with an arrow in your bow except when on the shooting line and facing the Boss, and under the command of the Field Captain. It is also preferable to be on the shooting line and pointing at the target even when dry-drawing a bow. This eliminates the dangers of accidental release or misunderstanding. Do not attempt to cross the line to retrieve an arrow or piece of equipment until that end has been completed. The Field Captain might halt shooting temporarily if that is appropriate. Always follow the Field Captain's instructions.

Field Captain

The club has an elected Field Captain, but in their absence, or in split field circumstances, the Hon. Secretary or others will be nominated to that role. The Field Captain is responsible for the safe layout of the field and the safe conduct on and off the line. Shoot only to the whistle - ONE BLAST TO START, TWO BLASTS TO STOP. Be alert in split field conditions, there will be more than one whistle in operation. Also be alert to the call of 'Fast' which can be made by any archer, whether or not on the line, who observes a potentially dangerous situation. On this call everyone must cease shooting immediately and remove arrows from their bows. If at full draw they need to come down safely, while pointing at the boss or the ground in front of them. The restart signal will only be given by the Field Captain.

Field (Outdoors)

There are diagrams in **Appendix 3** which illustrate the correct layout dimensions, including split field corridors, and required overrun distances. These dimensions are particularly crucial in a field where there may be a risk of members of the public around its periphery. The dimensions may seem excessive, but arrows can skid a long way after missing the target, there can be ricochets and an involuntarily loosed arrow can fly off in tangential directions. The boundaries of the shooting field can sometimes be bordered by red marker flags on stakes, and warning signs appropriately displayed. For ease of distance marking there is a tape measure, marked in yards and metres, kept in the container.

Lost Arrows

Arrows in the grass should be found after that End, or at the end of shooting. Any arrow not found by the end of shooting must be reported to a Committee Member and if none are present it should be communicated on the Club WhatsApp group for one of them to see. It may be that the school has to be informed first thing the next day.

IMPORTANT – ALL ARCHERS MUST COUNT THEIR ARROWS PRIOR TO SHOOTING AND MAKE SURE THEY HAVE THE SAME NUMBER WHEN THEY PACK UP.

Field (Indoors)

The indoor layout is straightforward, the shooting line is at one end, denoted by a black taped line, and the targets are at the other end. The stands are positioned with the back leg located against the wall to give an exact shooting distance of 20 yards from the Shooting Line. A net is hung behind the stands to protect the wall (and the arrows) when the target is missed. Even more vigilance is needed when shooting indoors because of the cramped space behind the shooting line, and the entry/exit door which is beyond the Shooting Line. Never ever enter or leave the hall until an end is completed, or until signalled to do so by the Field Captain. The corridor of the gym building serves as the clubhouse on shooting evenings. It is also where members assemble their shooting gear, it is very narrow and can be very crowded, so be careful when assembling your equipment, be extra careful with arrows, and keep a clear way to walk through. Be watchful of other members and their equipment while walking to and from the hall. It is prudent to take your valuables into the hall as the corridor is out of sight of the Shooting Line. The equipment for indoor use is kept in our own locked shed outside the hall. Be careful when handling stands and bosses, both indoors and outdoors. Wood or compacted straw splinters are easily acquired.

SMOKING IS STRICTLY FORBIDDEN ON BOTH SCHOOL SITES

VAPING IS ALLOWED OUTDOORS AT BOTH SITES – NB. NOT INSIDE THE GYM.

Risk Assessments

These have been produced for both outdoor and indoor shooting and can be found on our website under www.countyoakac.org.uk/resources

There is a copy of the Outdoor one pinned to the noticeboard on the container door, and a copy of the Indoor one in a folder in the plastic box.

COACHING

COAC members are fortunate that the club has a qualified Level 2 Coach experienced in the teaching, instructing, coaching and general enhancement of the sport's skills. There are also a number of very experienced members who are also able to help and advise and support the Club Coach in the running of the Beginners' Courses. They are all approachable and willing to help with relevant queries or difficulties, whether to do with technique or equipment. It is possible to arrange a personal tuition session with our Club Coach providing it is agreed in advance. On the other hand they would be happy to have a brief look, but choose your moment to avoid interrupting the shooting of a round or someone else being assisted. If the Club Coach is not available it is certainly worthwhile asking any of the experienced archers, who will always help if they can.

The Martlets Guild of Coaching (our County coaching body) runs coaching workshops during the winter which are open to all and very worthwhile.

SKILLS

The way you use archery is entirely up to you. You can treat it as a pastime, or you can be as competitive as you like. In either case improving your skills should bring enjoyment and pleasure. The Club Coach can assist in helping you to reach new levels of competence and confidence. Shooting a scored and recorded Round as often as possible will help you to monitor your progress over each season, and taking part in the Archery GB Classifications will reward you for that.

There are now a whole number of Archery scoring Apps available to make it an easy task.

CLUB EQUIPMENT

Availability

The main purpose of club bows, arrows and related equipment is for Beginners' Courses and other such events. The equipment will generally be available for members use outside these occasions. It must always be returned at the completion of a session and never taken away from the club site unless authorised by the Club Coach or the Equipment Officer.

Loan

Equipment may be loaned to members waiting to buy their own. The Equipment Officer must record who has the loan and what equipment is involved.

Responsibility

The Club has the responsibility to maintain the equipment in a good, safe, and serviceable condition. The member will have the responsibility for the equipment borrowed and the return of it in good condition.

BUYING YOUR OWN EQUIPMENT

Following successful completion of a Beginners Course, the best way to progress is to continue using the same bow that you used on the course for a period of time. If you would like to try a different style of bow please speak to one of the Instructors from your Course as the Club has ones available. When you reach the point of wanting to obtain your own equipment, again please speak to one of the Instructors who knows you from the course as they can give plenty of useful advice and may know of an archer wishing to sell on their kit. Archery need not be an expensive sport and experienced club members will be pleased to help in any way. Feel free to ask questions about what help can be found on the internet and anything about equipment. It is really advisable to speak to a range of members to get an idea of types and varying costs involved before committing the contents of your wallet.

Links to the main retailers in the UK can be found on the Resources tab on the Club website under Useful Links

Some Do's and Don'ts

DO.....

- Be alert to, and follow, the Field Captains signals and instructions
- Help in setting up and taking down the bosses and stands
- Be considerate of others when shooting or just watching
- Keep your valuables in sight
- Take good care of any club equipment in your charge
- Wear appropriate clothing, especially at Open Competitions
- Familiarise yourself with the Archery GB Rules of Shooting
- Read the Club Newsletter
- Tell the Hon Secretary if you change your address, phone number or email address
- Use the knowledge of experienced members
- Feel uninhibited to contribute to the life of the Club
- Introduce friends and colleagues to our sport
- Enjoy your shooting!

DON'T...

- Ignore any safety requirements
- Smoke on either school site
- Hold up shooting unnecessarily
- Barge in on the Shooting Line while others are shooting
- Hand in unsigned, unwitnessed, score sheets in a competition
- Collect missed arrows from behind the boss before those in the boss have been scored and removed
- Handle other members equipment without asking
- Leave litter about – please use the bins
- Be afraid to ask about anything

APPENDIX 1 – ARCHERY ROUNDS

OUTDOOR ROUNDS

Imperial Rounds

| Distance | 122cm Face, Distances in Yards | | | | | | | |
|---------------|--------------------------------|----|-----|-----|-----|----|----|----|
| | 100 | 80 | 60 | 50 | 40 | 30 | 20 | 10 |
| York | 6 | 4 | 2 | | | | | |
| Bristol I | | 6 | 4 | 2 | | | | |
| Bristol II | | | 6 | 4 | 2 | | | |
| Bristol III | | | | 6 | 4 | 2 | | |
| Bristol IV | | | | | 6 | 4 | 2 | |
| Bristol V | | | | | | 6 | 4 | 2 |
| St. George | 3 | 3 | 3 | | | | | |
| Long Windsor | | 3 | 3 | 3 | | | | |
| Windsor | | | 3 | 3 | 3 | | | |
| Windsor 50 | | | | 3 | 3 | 3 | | |
| Windsor 40 | | | | | 3 | 3 | 3 | |
| Windsor 30 | | | | | | 3 | 3 | 3 |
| New Western | 4 | 4 | | | | | | |
| Long Western | | 4 | 4 | | | | | |
| Western | | | 4 | 4 | | | | |
| Western 50 | | | | 4 | 4 | | | |
| Western 40 | | | | | 4 | 4 | | |
| Western 30 | | | | | | 4 | 4 | |
| American | | | 2.5 | 2.5 | 2.5 | | | |
| St. Nicholas | | | | 4 | 3 | | | |
| New National | 4 | 2 | | | | | | |
| Long National | | 4 | 2 | | | | | |
| National | | | 4 | 2 | | | | |
| National 50 | | | | 4 | 2 | | | |
| National 40 | | | | | 4 | 2 | | |
| National 30 | | | | | | 4 | 2 | |
| New Warwick | 2 | 2 | | | | | | |
| Long Warwick | | 2 | 2 | | | | | |
| Warwick | | | 2 | 2 | | | | |
| Warwick 50 | | | | 2 | 2 | | | |
| Warwick 40 | | | | | 2 | 2 | | |
| Warwick 30 | | | | | | 2 | 2 | |

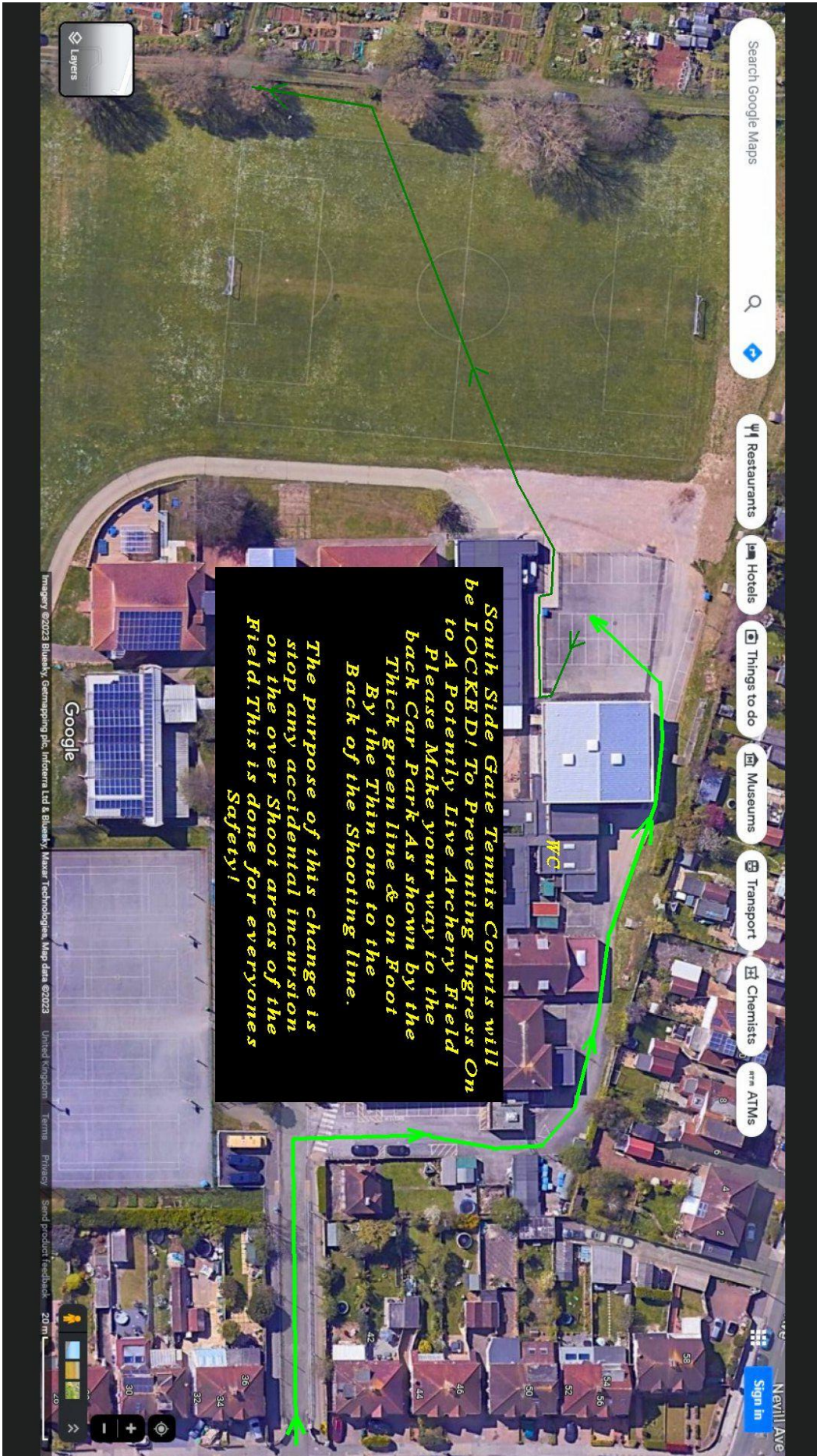
Metric Rounds

| Distance | Dozens of arrows at each distance | | | | | | | | | |
|-------------------|-----------------------------------|----|-----|-----|-----|-----------|----|----|----|---|
| | 122cm Face | | | | | 80cm Face | | | | |
| | 90 | 70 | 60 | 50 | 40 | 30 | 20 | 15 | 10 | |
| WA 1440 (90m) | 3 | 3 | | 3 | | 3 | | | | |
| WA 1440 (70m) | | 3 | 3 | 3 | | 3 | | | | |
| Metric II | | | 3 | 3 | 3 | 3 | | | | |
| Metric III | | | | 3 | 3 | 3 | 3 | | | |
| Metric IV | | | | | 3 | 3 | 3 | | | 3 |
| Metric V | | | | | | 3 | 3 | 3 | 3 | |
| Long Metric (Men) | 3 | 3 | | | | | | | | |
| Long Metric I | | 3 | 3 | | | | | | | |
| Long Metric II | | | 3 | 3 | | | | | | |
| Long Metric III | | | | 3 | 3 | | | | | |
| Long Metric IV | | | | | 3 | 3 | | | | |
| Long Metric V | | | | | | 3 | 3 | | | |
| Short Metric | | | | 3 | | 3 | | | | |
| Short Metric II | | | | | 3 | 3 | | | | |
| Short Metric III | | | | | | 3 | 3 | | | |
| Short Metric IV | | | | | | | 3 | | 3 | |
| Short Metric V | | | | | | | | 3 | 3 | |
| WA 900 | | | 2.5 | 2.5 | 2.5 | | | | | |
| WA 70m | | 6 | | | | | | | | |
| WA 60m | | | 6 | | | | | | | |
| Metric 122-50 | | | | 6 | | | | | | |
| Metric 122-40 | | | | | 6 | | | | | |
| Metric 122-30 | | | | | | 6 | | | | |
| WA 50m (Compound) | | | | 6 | | | | | | |
| Metric 80-40 | | | | | 6 | | | | | |
| Metric 80-30 | | | | | | 6 | | | | |

INDOOR ROUNDS

| | Distance/Face | | | | | |
|---------------------|---------------|-----|------|------|-----|------|
| Distance | 18m | 20y | | 25y | 25m | 30m |
| Face size | 40cm | | 16in | 60cm | | 80cm |
| Bray I | | 2.5 | | | | |
| Bray II | | | | 2.5 | | |
| Portsmouth | | | 5 | | | |
| Stafford | | | | | | 6 |
| Worcester | | | 5 | | | |
| Vegas (Triple Face) | 5 | | | | | |
| Vegas 300 | | 2.5 | | | | |
| WA 18m | 5 | | | | | |
| WA 25m | | | | | 5 | |

APPENDIX 2 – SITE PLAN OF HOVE PARK SCHOOL



APPENDIX 3 – SHOOTING FIELD DIMENSIONS

Outdoor field of play layout, with safety zones

The diagram opposite shows a practice archery field layout. (Additional markings are required for tournaments.)

If archers are shooting different distances the targets must be staggered not the shooting line;

- There should be a 5-yard space between the shooting line and waiting archers;
- The measurements for the safety zones shown on each side of this field are for experienced archers and novices under instruction.

- (1) Overshoot distance is always at least 50 yards. In addition, the total distance from shooting line to overshoot line must be:
At least 110 yards if targets are set at 60 yards or less.
At least 150 yards if compound bows are used.
- (2) 10 yards exclusion measurement to side of the shooting line.
- (3) 20 yards exclusion measurement to side of range at 100 yards.
- (4) Side safety zone width increases linearly to overshoot line
- (5) Normal maximum target range is 100 yards.

There should be no dead ground in the overshoot area, which must always be clear during shooting. Be aware that archers may still be behind the targets looking for arrows that missed the target. Always check this before the signal to start shooting is given.

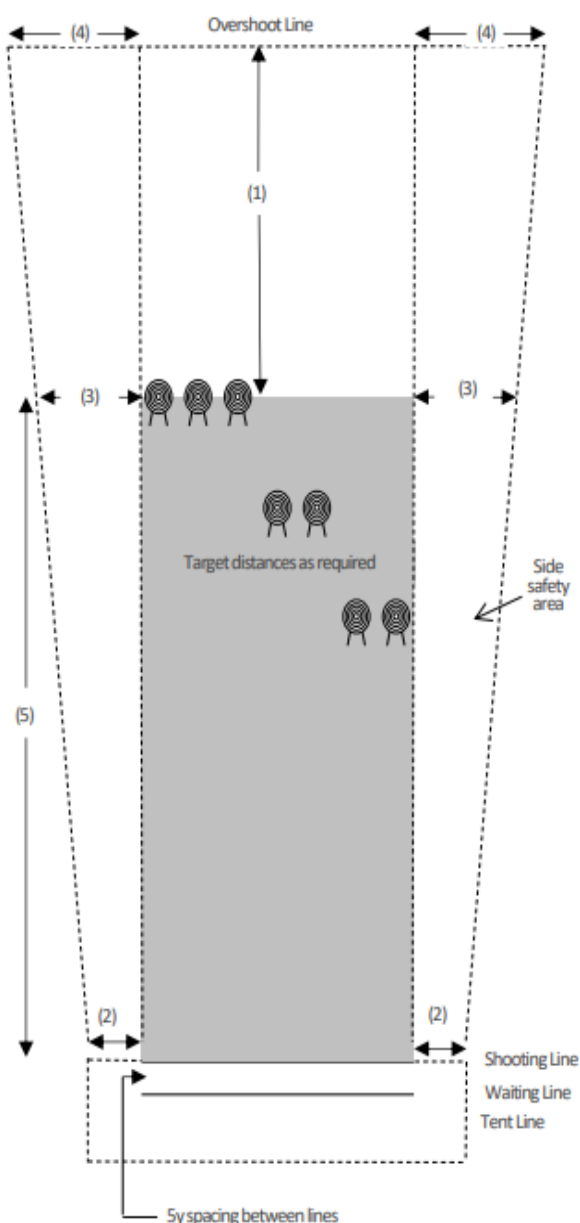
The exclusion areas each side of the range must be kept clear from all obstacles which could obscure any potential danger.

Outdoors, the spacing between the targets should be 8ft or more, allowing space for 2 archers to shoot comfortably side by side.

Each archer stands with one foot either side of the shooting line (or both feet on the line) to shoot their bow when the signal to start shooting has been given.

Whilst archers are waiting to go to the shooting line they must stay behind the waiting line until the signal is given to advance to the shooting line.

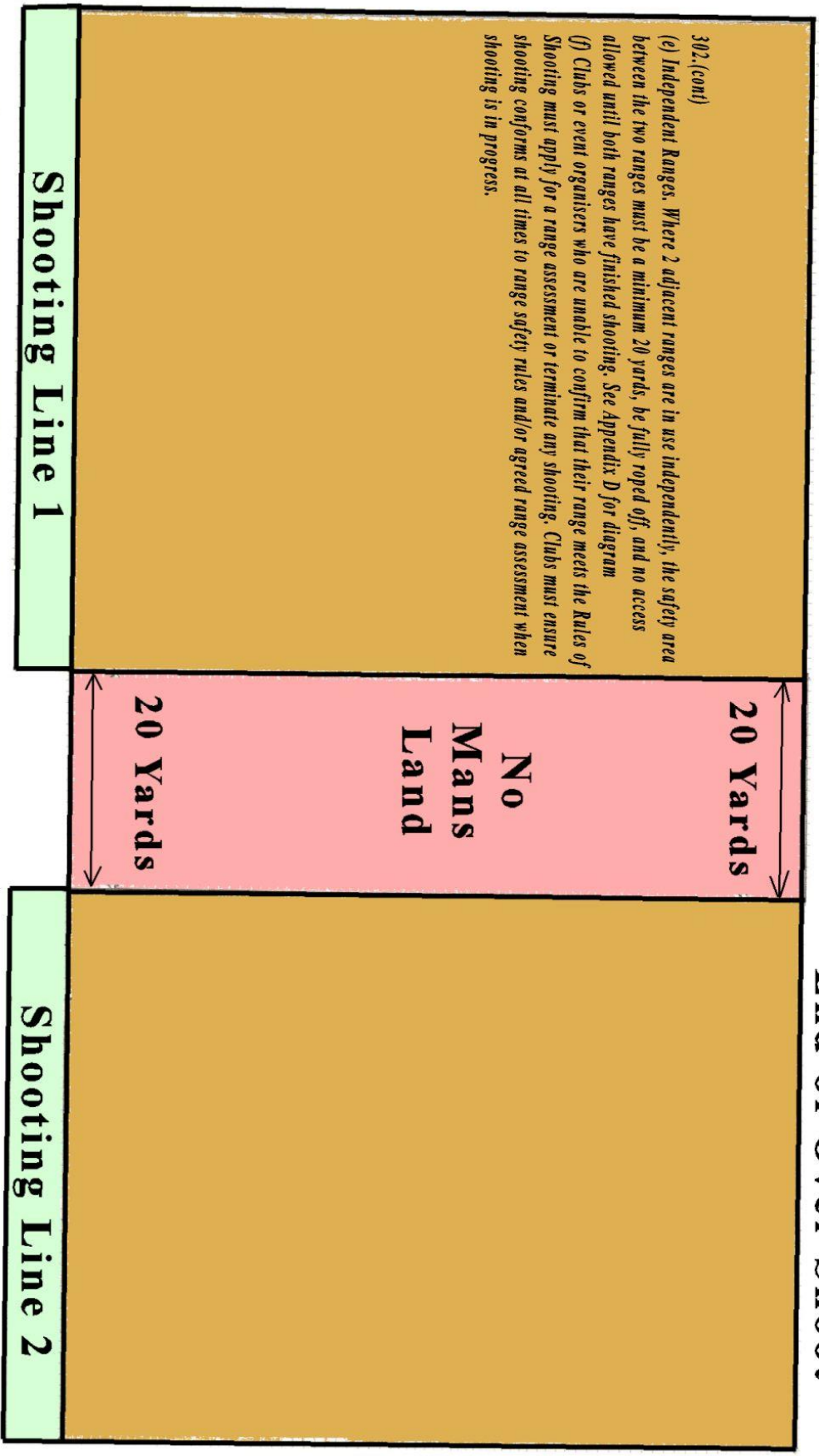
When the archers have shot their required number of arrows they must return back behind the waiting line. They wait there until the signal is given to advance to the targets to retrieve their arrows.



Independent Range Layout (page 78)

End of Over Shoot

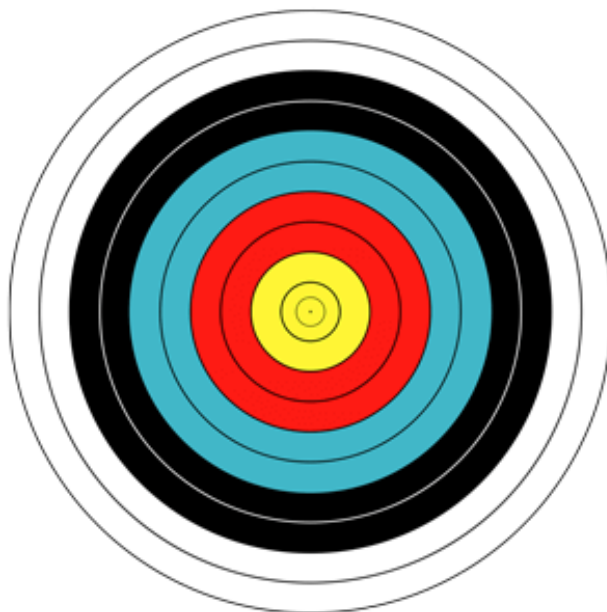
End of Over Shoot



APPENDIX 4 – SITE PLAN OF BLATCHINGTON MILL SCHOOL



APPENDIX 5 – HOW TO RECORD SCORES



The standard 5 colour face

Point Values

The number of points awarded for hitting a specific colour or “ring” on a target depends on several factors:

- whether you are shooting indoors or outdoors
- whether you are shooting an Imperial or Metric round
- what type of bow you are using

The various scoring systems are shown below. Although they may look complicated at first, there are really only two main systems to learn – Imperial or Metric.

If you shoot compound there is an additional indoor scoring system which makes it harder for compounds to score a 10, by the use of a smaller 10 ring only.

Line Cutters

One thing is common to all the scoring systems and round types.

If your arrow cuts or touches the line between two of the rings, however slightly, you always get the higher score. That’s why you see some people changing from thin carbon fibre to fat aluminium arrows for indoor shooting!

Outdoor Shooting

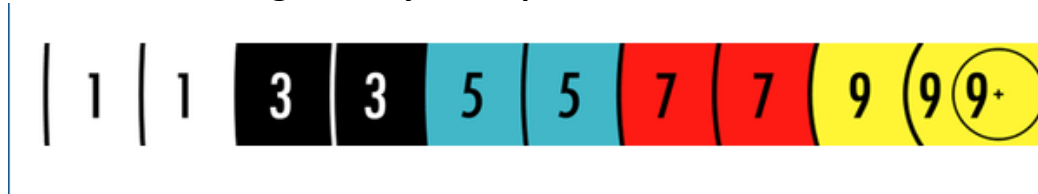
Target Faces

Outdoor rounds are always shot on the standard 5 colour face. The face can be either 122cm or 80cm across, depending on the type of round and distance being shot.

All Imperial Rounds (those shown in yards) are all shot on the 122cm face.

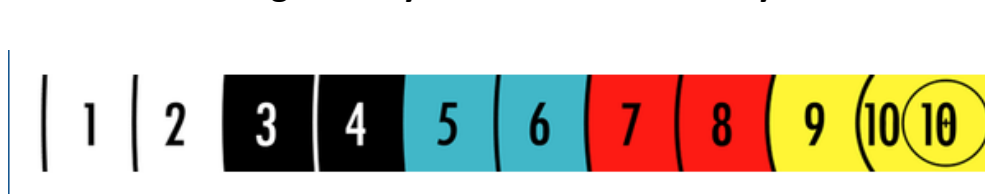
Metric rounds (those shown in metres) may be shot on either the 122cm face, the 80cm face or a combination of both, depending on the round and distance.

Outdoor – Scoring Archery GB Imperial Rounds



The number of hits and golds (9's) are used to resolve score tie breaks.

Outdoor – Scoring Archery GB and World Archery Metric Rounds



This is the only system where the innermost gold counts as 10 points but is marked as an X on the scorecard. The number of Xs is used to resolve score tie breaks.

Indoor Shooting

Target Faces

Again, most of the Metric (shown in metres) and Imperial (shown in yards) Rounds are shot on the standard 5 colour face. The face may be 80cm, 60cm or 40cm depending on the round.

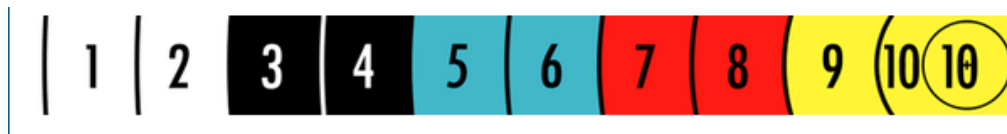
There are also two variations of the standard single face:

- The WA three spot used for some WA rounds
- The Vegas face used for one specific round.

Both these faces have three targets which include only the inner blue to gold rings of the standard target (5 zone). The possible score range is therefore 6-10. Each of three arrows is shot at a different one of the three targets, primarily to prevent arrow damage from “Robin Hood” shots.

There is also a special black and white face which is only ever used in shooting the Worcester round. This has a possible score range of 1-5 (see below).

Indoor – Scoring for Recurve, Barebow and Longbow



All indoor rounds shot with a recurve, barebow or longbow use the above 1-10 scoring system where both the inner and innermost golds count as 10.

Indoor – Scoring for Compound Bows Only

Indoor rounds shot with a compound bow use the above scoring system except that only the innermost 10 ring scores as a 10; the outer 10 ring scores as a 9.

Indoor – Scoring a Worcester Round (all bows)



The indoor Worcester round is an exception to the coloured scoring faces. It is shot on a special target with 4 black outer rings and a white inner ring. The outer rings score 1-4 with the inner ring scoring five. It is also the **only** round where you shoot 5 arrows per end.

The Scoresheet

Name _____

Bow Type _____

Portsmouth Round

Date _____

| | | | | | | | | | | | | Hits | 10's | Total | R/Total | | |
|----|---|---|---|---|----------|-----------|----|---|---|----|---|-----------|-----------|-------|------------|----|-----|
| 8 | 8 | 6 | 9 | 7 | 5 | 43 | 7 | 7 | 7 | 8 | 8 | 5 | 42 | 12 | - | 85 | 85 |
| 9 | 8 | 8 | 9 | 7 | 7 | 48 | 9 | 8 | 6 | 10 | 8 | 7 | 48 | 12 | 1 | 96 | 181 |
| 8 | 7 | 6 | 9 | 7 | M | 37 | 10 | 8 | 8 | 9 | 8 | 7 | 50 | 11 | 1 | 87 | 268 |
| 10 | 9 | 7 | 9 | 9 | 7 | 51 | 8 | 7 | 6 | 8 | 8 | 6 | 43 | 12 | 1 | 94 | 362 |
| 9 | 8 | 8 | 9 | 7 | 6 | 47 | 10 | 8 | 7 | 9 | 7 | 6 | 47 | 12 | 1 | 94 | 456 |
| | | | | | | | | | | | | 59 | 4 | | 456 | | |

Signed archer _____ Signed Scorer _____

An example of a score sheet for an indoor Portsmouth Round

Regardless of the type of round you are shooting your score is recorded in a similar way.

Every time you collect your arrows, your scores are recorded from **highest to lowest**. For example, taking the first six scores above, they have been shot in ends of 3 arrows so if your first three arrows scored a 6 and two 8s you would record this as 8,8,6. If your next three scored a 7, a 5 and a 9 you would record this as 9,7,5 and your scores would read 8,8,6,9,7,5. A miss is recorded as a M.

- Write these from left to right in the boxes provided. They may have been shot as two 3-arrow ends as in this example or one 6-arrow end.
- For each six arrows add up the score for those six arrows and write it in the bold box.
- Repeat the process for the next six arrows.
- Count up how many arrows hit the target and put that in the "Hits" box.
- Count up how many 10s were achieved and put that in the "10s" box.
- Add up the score from the two bold boxes on that line (i.e. the total score for the twelve arrows) and write that in the "Total" box.

- The final box on the line is the Running Total which for the first line is the same as the “Total” figure.
- For Outdoor Rounds the 10s column is headed Golds and records how many 9s (if an Imperial Round) or 10s (if a Metric Round)

A few basic but important notes (especially for competitions!)

- Don't touch the arrows or the target face until all the arrows for all archers have been recorded.
- Point to the arrow nocks as you call each arrow.
- If you are calling out your scores for someone else to record, call them in batches of three (if six have been shot!), e.g. 9,9,9 (pause) 5,3, Miss. This makes it easier for the person recording the score.
- If there is any sort of dispute over the score of an arrow that the archers on the target can't agree on, don't pull any arrows until the Field Captain, Match Secretary or Judge (at a tournament where judges are present) has been called and made their decision.
- Complete the scoring before collecting any arrows that overshot the target (obviously, collect any that fell short as you approach the target – before someone stands on them!)

APPENDIX 6 – OPEN COMPETITIONS

If entering an open competition at another Club the requirements that green and/or white clothing is worn is no longer strictly enforced though entry forms may still refer to traditional AGB dress code. Some clubs have even adopted their own specific colours. The colour of footwear, headgear and wet weather clothing is not specified. At record status events in Britain the correct colours must be worn. It is best to wear white because you can be excluded from shooting for wearing the incorrect colour of green, and the judge's decision is final! So if you wish to wear green, do take advice. It is preferred that club members when shooting in tournaments wear the specially designed COAC shirt. The main rule that is enforced at open competitions is that denim jeans are not acceptable.

When attending an Open Competition the first thing to do is to book in. This lets the organisers know who has turned up, so unfilled places can be taken by those on the waiting list, if there is one. The archer can also be informed of any changes on the day. Remember to take your membership card as the organisers are likely to want to check your AGB affiliation number.

It is wise to arrive at a tournament at least an hour in advance of the scheduled assembly time. This should allow you to find a suitable spot to set up your equipment without rushing and to settle yourself. If you have a tent or archery brolly it may be appropriate to arrive even earlier. The Tent Line becomes congested very quickly.

Shooting at tournaments is nearly always in two details of 2 or 3 archers per target. The third name on the target list is responsible for scoring though sometimes this can be negotiated between each other. Others on the target help with pulling and looking for arrows. If you are the scorer, you should hand the sheet to a target colleague who will write your score as you call it. Remember to call the Judge if you wrongly score the value of an arrow. Only the Judge or the Field Captain can correct a wrong value. It's down to you to correct faulty addition. It is always wise to keep your own score, it's useful for cross-checking at the end. 'Bouncers' are allowed in most competitions. If you see your arrow bounce off the target step back from the Line and put your hand in the air to attract the Judge's attention. Say you have a 'bouncer' and arrangements will be made for a substitute arrow to be shot.

Do not search for lost arrows until your score for that End has been called, although arrows that have fallen short should be retrieved on the way to the target. Do not touch any arrows, or the boss, when calling your score, touching an arrow before giving its value can invalidate the score. Be careful when pulling colleagues' arrows, you will be liable for any damage. Remember to use an 'arrow puller' when removing carbon arrows - the last thing you want is a visit to the local A&E to extract a carbon splinter!

To signify equipment failure on the Line, step back and raise your bow above your head to alert the Judge. No allowance is usually made but depending on the tournament, and depending on the complexity of the problem, the Judge may feel magnanimous. If the problem is a minor one you could ask your target companion to remain on the Line whilst you affect repairs.

Most importantly, don't be afraid to sign up to your first Open Competition, and do speak to any of the Club Committee who can answer specific questions and give advice.