EAST COAST SHOOTING CLUB OPERATING RULES AND SAFETY STATEMENT

CONTENTS

Issue and control of the Rules and safety statement	**Page 2**
Terminology	**Page 3**
Health & Safety Policy	**Page 4**
Responsibilities for Health & Safety	**Page 5**
Hazard Inspection	**Page 6**
Diamond Hill - Range Access and Operating Rules	**Page 7**
Safe Systems of Carrying out Activities	**Page 8**
Application for Membership	**Page 8**
Safety Register	**Page 8**
Range Register	**Page 8**
Authorised use of Range	**Page 9**
Method of Identification	**Page 9**
Alcoholic Beverages	**Page 9**
Traffic Management	**Page 10**
Specific Range Rules and Procedures	**Page 10**
➢ **Range Layout**	**Page 11**
➢ **Authorised Ammunition & Activities**	**Page 12**
➢ **General Range Rules**	**Page 16**
➢ **Gun Handling Rules**	**Page 17**
➢ **Specific Range Rules – Pistol Range**	**Page 18**
➢ **Emergency Procedures**	**Page 19**
➢ **Range Commands and Procedures**	**Page 20**
➢ **Specific Range Rules – Gun Handling**	**Page 23**
➢ **Rules for Safe Gun handling**	**Page 24**
➢ **Gallery Rifle/Pistol Range Commands**	**Page 27**
➢ **The Archery Range – Range Commands**	**Page 29**
Member Training	**Page 30**
Consultation	**Page 30**
Personal Protective Equipment	**Page 30**
Fire Safety	**Page 31**
First Aid and AED	**Page 31**
Incident Investigation and Reporting	**Page 32**
Resources for Health & Safety	**Page 32**
Disciplinary Action	**Page 32**
Media Policy	**Page 32**
Risk Assessment Matrix	**Page 33**

ISSUE AND CONTROL OF THE RULES AND SAFETY STATEMENT

The Safety Committee of East Coast Shooting Club has established this rules and safety statement document. The purpose of this manual is to describe the policies and control structure and operating rules in place, to safeguard the health and safety of club members, visitors, and members of the public and contractors of the East Coast Shooting Club range at Diamond Hill, Roundwood, Co. Wicklow.

All club members are issued with a copy of the current rules and safety statement when they become members.

A hard copy of the current rules and safety statement is also available in the club office on the range. Other information is displayed on the safety notice board at the club range. The Safety Plan shall be reviewed at yearly intervals and any inclusions or amendments will be advised in writing. Any amendments to this manual are reviewed and approved by the Safety Committee.

TERMINOLOGY:

Range:
The area occupied by the facilities of the East Coast Shooting Club situated at Diamond Hill, Roundwood, Co. Wicklow.

Rifle Range:
The area on the “middle” field used for Rifle shooting.

Target Shooting Range:
Firing positions numbers 1 to 7 on the Rifle Range, extending to 100 metres.

Silhouette Range:
Firing point numbers 8 to 11 on the Rifle Range, extending to 100 metres.

Bench rest Shooting Range:
Firing point numbers 5 to 7 on the Rifle Range, extending to 100 metres. Note the configuration of firing points on this range is flexible and the designated usage of any firing point can be changed.

Pistol Shooting Range:
Firing point numbers 1 to 10 extending to 25 metres. Targets may be placed at 10 metres, 15 metres, 20 metres or 25 metres as required.

Shotgun Range:
The area of the “lower” field. Inclusive of stands Down the Line, various Sporting and such other disciplines as required.

Shotgun:
A smoothbore firearm with a barrel length of not less than 24 inches.

Smallbore Rifle/Pistol:
A rifled firearm of not more than .22 calibre using rimfire ammunition. This includes air guns.

Centrefire Rifle/Pistol:
This shall include all centrefire rifled firearms.

Archery
Archery area is on the left as you enter the main range facility.

Gender:
East Coast Shooting Club operates a policy of non-discrimination. Accordingly, any person mentioned in these Rules may be male or female. The use of the masculine pronoun in this document is for drafting convenience only and shall be taken to infer any person, regardless of gender.

HEALTH & SAFETY POLICY

Health and Safety is an essential requirement of our operations. We undertake to conduct the operation of our club in a manner which protects the health and safety of our members, visitors, contractors and members of the public that may be affected by the club's activities.

We are committed to:

- Developing health and safety management processes in order to ensure the safe operation of the club.
- Complying with all Irish and EU health and safety legislation and regulations.
- Identifying hazards and assessing any risks to the safety and health of our club members and all others who may be affected.
- Effective communication of the health & safety culture of the club through:
    - Ensuring the availability of the safety policy and rules and safety statement to all members and interested parties.
    - Providing the necessary training and support to members.
    - Displaying signs and notices in prominent positions to inform members, contractors and visitors of necessary health and safety information.
- Ensuring that members comply with their duty to follow the health and safety rules and procedures.
- Ensuring that all Accidents and Incidents are investigated.
- Making alterations and changes to the safety policy in the light of experience and ensuring it is kept up to date. The success of the policy will be reviewed on a regular basis and not less than once a year.
- The success of this policy will depend on each member's co-operation. It is the duty of every member to follow the health and safety rules and procedures and that they understand their role and the overall arrangements for health and safety at East Coast Shooting Club.
- Members and others to whom this policy applies should feel free to put forward suggestions at any time.

RESPONSIBILITIES FOR HEALTH & SAFETY

The following sections detail the health & safety responsibilities of key personnel from the chairman to those individual members. ***Please note that the names of all current office holders are displayed on the safety notice board in the range office.*** The entire committee is elected at the Annual General Meeting to which all members are invited and encouraged to attend.

The Club Chairman
The Club Chairman is responsible for ensuring the personnel; planning and investment are adequate to meet the club commitments to health & safety.

The Club Safety Officer
The club safety officer is the designated club representative with overall responsibility for compliance with all health & safety legislation and regulatory requirements. The main duties of the club safety officer are as follows:

- Carry out hazard inspections
- Maintaining the safety register
- Ensure new members have completed a safety course
- Maintaining the club notice board
- Maintain fire safety equipment
- Maintain first aid equipment
- Investigate Accidents and Incidents

Section Safety Officers – separate committee members will be responsible for each of the respective disciplines as outlined hereunder:

- Target Rifle
- Shotgun
- Sporting Rifle
- Pistol & Gallery Rifle
- Archery

Section Safety Officers are responsible for the day-to-day safety in their respective sections. This includes maintaining the range registers for their sections and enforcing range rules for their sections.

Individual Members
It is the responsibility of all members to ensure that the Safety Plan is adhered to. Any breaches of the articles of the safety plan should be reported to the Club Safety Officer or Section Safety Officer. Members are encouraged to propose amendments to this document to the Safety Committee as and when they feel them necessary – safety is everybody's concern!

The Safety Committee
The Safety Committee consists of Section Safety Officers and the Club Safety Officer. Each will be identified by notices placed on the range and by wearing an additional badge stating, "Range Officer". The Safety Committee members and all the members of the ECSC Committee are authorised to enforce the rules and regulations of the club. The Range Safety Officer has absolute authority in matters of safety on the range while he is in charge.

HAZARD INSPECTION

Hazard identification and risk assessments have been carried out of the activities undertaken by the club. East Coast Shooting Club is committed to dealing with hazards identified either on the basis of their elimination or alternatively by minimising the risk associated with them.

Routine Hazard inspections are carried out quarterly to identify any potential hazards that may develop during the club activities and to ensure that control measures implemented are effective.

The YELLOW LINE is for safety & must not be crossed during a ceasefire

DIAMOND HILL - Range Access and Operating Rules

Introduction

General club shooting activity is each Sunday and occasional Saturdays at Diamond Hill; it is appropriate to remind all members of some existing club rules.

Safety on the range is the responsibility of all members, not just the Range Safety Officers present on the day. We should all regularly remind ourselves and each other, about the basic safety rules, especially if we see any behaviour which could lead to a breach of the rules. The rules are set out on the notice board on the side of the Rifle firing point and are also covered in various pieces of club literature and examined in more detail as part of the Safety Course, which all new members must attend.

Rapid Fire Shooting - all types of firearms

There are existing club rules governing rapid fire shooting which the committee has reviewed and updated as follows:
Uncontrolled rapid fire of any firearm is prohibited, all shots must be purposely aimed at a target between the firing line and the backstop. Two shots only can be fired in quick succession from a shotgun when shooting at double targets. This is for reasons of safety and noise.
These rules may be varied by the Committee for certain types of competition or practice for such competitions.

Access times for the range

All Sundays from 10:00am until 4:00pm (National Holidays being the exception)

Occasional Saturdays in Summer months can be used for competitions and training for groups. These days are agreed in advance with the committee and through them, with the landowner. Such approval may not necessarily be forthcoming as Diamond Hill is a working farm which is why approval in advance is required for these days, so as not to interfere with any planned stock movements and other considerations that may be put in place to ensure safety of all concerned.

Car movements on the range

Cars must be parked in the field at the entrance to the ranges. Cars may not be taken down to the range without prior approval from a member of the committee. This will only be given if loads are being taken down which are necessary for range operation or improvements. All vehicles must comply with the speed limit of 20 kph which is posted on signs.

When parking a vehicle which will be unattended, it is necessary to consider emergency vehicle access to all parts of the range and due consideration should be given when parking such as not to impede or block such access.

SAFE SYSTEMS OF CARRYING OUT ACTIVITIES

Application for membership

Applicants for membership of ECSC must complete a membership application form. Completed application forms must be presented to the Membership Secretary with the appropriate additional information.

The applicant must be known by two full members and be proposed and seconded by them. The Committee of ECSC at their monthly meetings considers applications for membership. Once accepted every new member serves a probationary period of at least six months after which time they may become associate members, or their probationary period may be extended.

It is a condition of membership that the new members, regardless of experience, complete the club safety course during the probationary period. Further details of this safety course are given on the section in the rules and safety statement on members training.

Safety Register

The Safety Officer and membership secretary between them shall maintain a Safety Register, which shall include the following:

- The current Rules and Safety Statement
- List of the members of the Committee of the Club
- Details of all local emergency services
- List of members, indicating who has completed the safety course
- List of persons suspended or banned from attending or using the range or otherwise sanctioned by the club on any safety matter
- A record of all reported safety infringements

Range Register

A single Range Register is in use, located in the office; this is a record of all persons using the range. At the point of entering the range the club member must sign and date the Range Register, indicating the specific ranges that they shall be using.

Guests are required to sign the Visitors' Register and the member responsible for such guest must sign next to the guest's details. Should any person fail to sign the Range Register the Section or Club Safety Officer may ask them to leave the range. The Section or Club Safety Officer will ensure that the signing-in requirement is complied with by inspecting the Range Register. Visitors are permitted to make a total of five lifetime visits to the range.

Authorised use of the range

Members
Only fully paid-up members may use the ranges of ECSC, subject to the following exceptions:

Visitors - Guests of a Member
Members may bring guests to the range; the member must make such guests aware of the rules of the range and such guests are the sole responsibility of the member. The guest must remain under the supervision of the member for the duration of their visit to the range. The guest must sign the range register including their address and be identified by a visitors' badge while on the range.

Visitors - Unaccompanied by a Member
Such visitors would include, for example, persons interested in becoming members. A club member must be nominated to supervise such a visitor for the duration of their visit and must ensure that they are signed correctly.

Non-Members
Non-members attending in the course of an event organised or hosted by ECSC, are required to sign-in as though they were members. A club member may be nominated to supervise such a visitor for the duration of their visit. Arrangements for their supervision will be determined by the nature of the activity being carried out on the given day.

Children
Children may, in the company of their parent or guardian, be brought onto the range. They must be kept under strict control at all times. Children must be kept clear of the firing point except when being instructed in the safe use of a firearm in which case the child must be rigidly supervised throughout. Permission for such instruction must be obtained from the Range Safety Officer on duty. East Coast Shooting Club complies with Children First: ***The National Guidelines for the Protection and Welfare of Children.***

Pets
Any person bringing a pet to the range must keep the pet under their strict control.
Pets may not be taken on any part of the pistol or rifle ranges when firing is underway.

Method of identification
For safety and security all members must wear their ECSC identity badge while on the range (this is only valid with a current sticker shown). This must be worn where it can readily be seen. It is the responsibility of all the members to ensure that identity badges are worn. If a member fails to wear his identity badge having been requested to do so, he will be denied use of the range and will be asked to leave the range. Visitors must wear a visitor badge clearly where it can be seen.

Alcoholic Beverages
Alcoholic beverages are not permitted when live firing is in progress. However, when picnics or special social events are held on the range, which are subject to the prior approval of the Committee, alcoholic drinks may be allowed and only in designated areas. Alcoholic drinks will only be allowed when shooting activities are finished for the day.

Traffic Control

Personal vehicles may be brought down to the car park at authorised shooting times. The speed limit while on the range and the drive approaching the range is 20 KPH. Parking is available in the designated field adjacent to the range and personal vehicles are permitted no further onto the range area.

Riding/Driving is restricted to bona fide transport of passengers and goods to, from & on the range and the use of plant required for authorised works. Recreational riding and driving, including trials, scrambling, mud-plugging, etc. are expressly forbidden.

Specific Rules and Procedures in Relation to Shooting at the Range

This section details specific rules and procedures adopted by the East Coast Shooting Club in relation to activities at the club range, these include:

- Range Layout
- General Range Rules
- Gun Handling Rules
- Specific Range Rules – Pistol Range
- Range Commands and Procedures
- Specific Range Rules – Gun Handling

Transport of firearms and Ammunition

Effective 29th February 2020 all ammunition must be carried to and from the point of use in a receptacle that is locked; firearms should be concealed from view.

S.I. No. 420/2019 - European Communities (Acquisition and Possession Of Weapons And Ammunition) (Amendment) Regulations 2019

4C. Subject to Regulation 4D, a holder or an excepted person shall, when transporting the relevant firearm or ammunition for the relevant firearm in a vehicle, ensure that -

(a) the relevant firearm is-
(i) concealed from view, and
(ii) stored separately from the ammunition, and
(b) the ammunition is stored in a receptacle that is locked.

RANGE LAYOUT

Rifle Range

The Rifle Range is located in the central and largest structure in the club. It consists of eleven firing lanes which are usually sub-divided to facilitate three shooting categories - prone, bench rest and silhouette. Firing takes place in a north westerly direction.

The range is bounded by ditches and berms to the sides and to the front. Climbing on the ditches or safety berms is forbidden at any time and in particular while firing is taking place anywhere on the range. Appropriate signage is in place to identify live fire areas.

Shotgun Range

Shooting stands shall be arranged roughly either north-south along the east ditch or east-west along the fence/track which is the northern boundary of the shotgun range. Firing may be directed within a horizontal arc of 90° centred on an axis at right angles to the line of stands, and a vertical arc not past directly overhead. Where targets may pass outside this area, stands should be arranged with taboo rails to prevent firing outside the prescribed arcs. The entire area in front of the shotgun stands, within the field shall be considered a danger area during shotgun shooting.

Where manned clay pigeon traps are to be situated in the danger area, barriers or trap-houses must be provided to give absolute protection for the trapper during shooting. There must be provision for absolutely clear communication between the Range Safety Officer, the shooting stand and the trapper. There must be no movement out of the trap house except during ceasefire.

Pistol Range and Gallery Rifle Range

The pistol range is located in the building to the right of the rifle range. The range is fully enclosed with entrance by a single door, which is situated behind the firing point. All persons entering the gallery rifle/pistol range are required to wear suitable eye and ear protection and these must be worn at all times while in the pistol range. Eye and ear protection requirements apply to guests and visitors alike. Gallery Rifle and Pistol Activities are authorised for the pistol range.

The range is bounded by ditches and berms to the sides and to the front. Climbing on the ditches or safety berms is forbidden at any time and in particular while firing is taking place anywhere on the range. Appropriate signage is in place to identify live fire areas.

The Archery Range

The Archery Range offers facilities for target archery at varying distances up to a maximum of 50 metres. The range is suitable for traditional, recurve, compound and long bows. The range does not offer facilities for crossbows. Arrows used on the range must be bullet point or field point profiles. Broadheads are not permitted.
Authorised targets on the range include paper bullseyes (affixed to a foam/straw target boss), 3D archery targets and field archery targets. Novelty targets may be approved for use at the discretion of the Range Officer.

Public Warning Flags and Signs

Although the ranges are located well away from any public access or footpaths, red safety flags must be erected in two locations, to the left of the rifle range and on the fence between the upper and middle fields, when the range is in use and appropriate signage is in place to identify live fire areas.

Authorised Persons & Spectators

Besides Range Officials, only persons legitimately carrying out shooting activities shall be allowed on the firing point. These activities include shooting, spotting, coaching, cleaning and maintenance (if appropriate).

All other persons, including those not actually carrying out any of the above activities at the time, are regarded as spectators and must not encroach on the firing point during shooting.

The firing point comprises the area to 2m (Rifle range) or 3m (Shotgun Range) behind the firing line, or such larger area as may be delineated. The rear of the firing point shall be marked with a line or barrier.

Special consideration is to be given to the access to the Gallery Rifle Pistol range. During any competition, competitors and spectators may be in the range but the latter must remain to the rear of the building; they must not interfere with the conduct of the competition and shall normally remain quiet. During informal shooting practice, spectators or those not actively participating in shooting must remain behind the yellow line and any partition in the range behind it. Special consideration will be given when coaching is being provided. However, the RSO on duty must be informed and approve of such coaching as this will permit the coach to be in the shooting booth with the shooter during live fire. During a ceasefire, everyone shall remain completely behind

Only approved targets may be engaged on the range

Except with the specific permission of the committee the only targets authorised are those of paper or similar soft material and clay pigeons and metallic silhouettes.
On the Rifle Range targets must be positioned at heights as follows:

Range	**Target height above ground level**
50m	Not more than 1.25m
100yds & 100m	Not more than 1.5m

Two types of target frames are provided, the universal vertical type for use on Firing Points 1 - 7 and the tall, horizontal type for use on Firing Points 8 - 11. The Appropriate frames **must** be used for the firing point on which you are shooting. Targets on the universal/vertical type must be hung **strictly** according to the instructions on the frame. There are other competition- or discipline-specific frames; these should be used only for the competitions or disciplines for which they are intended, and not for general practice.

On the gallery Rifle/Pistol range target heights must be such that at the distance being used all rounds must be impacting into the bullet catcher at the rear of the range; shooting position, height of target and distance will dictate the fall of shot and it is the responsibility of the shooter to ensure full compliance with this regulation. The RSO will also be aware of the importance of the correct placement of the target to achieve this important safety requirement.

Silhouette Shooting

The only targets authorised are the NSAI standard metallic silhouette targets placed in the correct position inside the anti-ricochet bays set out for that purpose. Paper zeroing targets are authorised but they must be backed by the appropriate bullet catcher. Only .22LR standard velocity ammunition may be used when engaging silhouettes.

Archery Shooting

Due to the location of the range and its proximity to both woodland and farming livestock areas, the authorized Range Officer should conduct a thorough "walk around" of the Range prior to Range opening to ensure that no wildlife or livestock are hidden in bushes or ditches where they may be endangered by shooting activities. Sheep and deer are of particular concern. The Range Officer should conduct a Safety Briefing before the first detail of the day and impress upon the archers the importance of maintaining an awareness of the area behind the targets and make them aware that any individual may call "Ceasefire" in the event that an animal strays onto the range during shooting which the Range Officer may not have noticed. However, only the Range Officer can declare the Range Live following a Ceasefire.

Once the range inspection has been completed the Range Officer should unfurl the backstop curtain to ensure errant shots are kept within the confines of the range. The backstop curtain should be furled at the end of the day's shooting activities.

General Shooting Discipline

No plinking is allowed under any circumstances.

All shots must be aimed and fired into the target area. The firing of un-aimed shots and firing from unauthorised positions is not permitted. Firing from the hip is expressly forbidden. The firing of shots at no target, e.g. fouling shots or for function testing, is permitted provided the shots are aimed into the bullet catchment area.

Deliberate shooting at the following is expressly forbidden:

- Any of the range buildings and equipment, including wind flags, target frame holders, furniture, bins and wheelbarrows.
- Water, stones and the ground in front of the firing line.
- Livestock and wildlife.

The range must be tidied up at the conclusion of shooting.
Check to ensure no live ammunition is left lying about.
All used targets (with the sole exception of broken clay pigeons), fired shotgun cartridge cases, ammunition cartons and other garbage must be placed in the garbage bins provided or removed from the range.
All fired brass must be picked up and placed in the bins provided.
All target holders and targets must be returned to their proper storage area, while all used targets must be removed from the target holders and discarded in the appropriate bin.
Leave the range in the condition that you would like to find it.

Authorised Firearms
Only shotguns may be used on the shotgun range.

Only smallbore (.22LR) rifles may be used on the Rifle range. Only standard velocity, subsonic ammunition may be used on the rifle range.

The use of centrefire rifles is not permitted on the rifle range.

Gallery/Pistol Range: Smallbore pistols and centrefire pistols up to .455ins calibre only may only be used on the pistol range. Gallery Rifles using pistol calibre ammunition, up to .455ins are permitted to be used on the Gallery Rifle/Pistol Range, as are smallbore rifles.

The Committee may regulate the times of day and days of the week outside of which shotguns or centrefire firearms may not be fired on the range.

Authorised Ammunition

Only ammunition firing projectiles of lead or similar soft alloy, copper, gilding metal, aluminium, bismuth and/or plastic may be used. The use of projectiles containing tungsten, depleted uranium or other heavy metals is expressly forbidden. Steel jacketed ammunition may be used; steel-cored ammunition may not. Steel birdshot may be used on the shotgun range.

Except as noted below only ball or shot ammunition shall be allowed. The use of purely tracer ammunition may be authorised by the Range Safety Officer where the nature of the ammunition and environmental conditions provide that it cannot be a fire hazard. The use of armour-piercing, incendiary or explosive projectiles or pyrotechnics is expressly forbidden.

The firing of blank ammunition and dry firing is permitted only where it is conducted under the same conditions as firing live ammunition.

Only birdshot of a size smaller than English No. 3 may be used on the Shotgun Range. The use of buckshot, slug or ball ammunition thereon is expressly forbidden. Only smallbore standard velocity ammunition firing projectiles of lead or similar soft alloy may be used on the Rifle Range.

The following activities are authorised:

Rifle Range
Prone, kneeling, standing, sitting and benchrest firing at authorised targets in authorised target frames.

Silhouette Shooting
The only targets authorised are the NSAI standard metallic silhouette targets placed in the correct position inside the anti-ricochet bays set out for that purpose (40M, 60M, 77M & 100M). Paper zeroing targets are authorised they must be backed by the appropriate bullet catcher. Only .22 standard velocity ammunition may be used when engaging silhouettes.

Pistol Range
All lawful target shooting activities authorised for pistol and Gallery Rifle are permitted. Shooters shall fire from a standing position, except in exceptional circumstances (e.g. a disability), when the RO may give permission for the shooter to be seated. The fall of shot must be watched carefully.

Bench Rest Rifle Range
Standing or benchrest firing at regulation paper targets in authorised holders positioned in the bays provided at appropriate distances.

Shotgun Range
Clay pigeon shooting on stands authorised by the Committee.
Shooting from the prescribed firing point at the pattern plate.

Traps
Clay Pigeon Traps contain parts which move with considerable speed and force and are in themselves projectile launchers. Therefore, their careless handling or misuse can cause very serious injury. Consequently, their operation and maintenance is restricted to appropriately trained full members of ECSC.

Archery Range
The Archery Range offers facilities for all approved target archery at distances up to a maximum of 50 metres. Shooting from the designated firing points at the prescribed distances.

Range Safety Officer
The Range Safety Officer shall remain in attendance at shooting that he is supervising and shall only supervise areas which can be seen and addressed at the same time. Separate individuals must therefore be appointed as Range Safety Officers for areas which cannot be controlled by one person, e.g. the Shotgun and Target Ranges, Gallery Rifle and Pistol range.

Rifles racked, bolts open and magazines removed during ceasefire

GENERAL RANGE RULES

- Know and obey all range commands.
- Know where others are at all times.
- Shoot only at authorised targets and at authorised times.
- At all times when shooting is to take place a Range Safety Officer must be designated and be present and be recorded in the RO Register. He must wear a **yellow** waistcoat to identify himself as the Range Safety Officer. This is always mandatory on all ranges. Only club designated RSOs should act as Range Safety Officers.

- When moving down range on the rifle or pistol range to change targets all members must wear a blaze orange waistcoat. This is mandatory requirement. Do not wear a yellow vest unless you are the designated Range Safety Officer.

- Unload, open the action, remove the magazine and safely store all firearms during a ceasefire. Rifle range requires all rifles to be racked during ceasefire, pistols to be boxed and shotguns to remain broken open.

- Do NOT handle any firearm on the firing line while others are down range. On the pistol range it is a requirement to step back behind the yellow line during a ceasefire. Magazines may be charged during a ceasefire, but all activity must be conducted behind the yellow line.

- Always keep the muzzle pointed in a safe direction and NEVER allow the muzzle to point at any person or in any direction whereby an inadvertent discharge would allow the escape of a projectile into an outer area. While using the rifle or pistol ranges the only safe direction is towards the backstop. Rifle muzzles shall be vertically upward during movement to and from the firing line.

- No solo shooting may take place on any range; the minimum number of persons permitted on an active range is two. However, qualified ROs may shoot solo on an individual range, so long as they are not alone on site.

GUN HANDLING RULES - General

A. **ALWAYS POINT THE MUZZLE IN A SAFE DIRECTION**

B. **KEEP YOUR FINGER OFF THE TRIGGER**, and outside the trigger guard on the frame of the firearm, until ready to fire or until the command "Commence Fire" has been given.

C. **KEEP THE ACTION OPEN AND FIREARM UNLOADED UNTIL READY TO USE**. On the firing range this means the shooters are in position on the firing line and the range has been cleared for live firing.

D. **KNOW HOW THE FIREARM OPERATES.**

E. **BE SURE THAT THE FIREARM AND AMMUNITION ARE COMPATIBLE,** that both are in serviceable condition and that the barrel is free of any obstruction**.**

F. **BE SURE OF THE TARGET AND WHAT IS BEYOND.** When on shooting ranges, be mindful also of adjacent areas and act accordingly.

G. **WEAR EYE AND EAR PROTECTION.** All shooters and spectators in the vicinity of live firing **must** wear eye and ear protection. Noise and hot gases emitted from firearms (even .22) can cause damage; this may be prevented by wearing appropriate eye and ear protection.

H. **DO NOT MIX ALCOHOL OR DRUGS WITH SHOOTING ACTIVITIES.**

I. **BE AWARE THAT UNDER CERTAIN CIRCUMSTANCES DIFFERENT RULES MAY APPLY.** Should this be the case they will be fully outlined and explained by the duty RSO.

J. **Use of mobile phones on the range:** While engaged in shooting activities mobile phones should be turned to silent as they can be a distraction and may lead to issues of safety. If a call needs to be made or taken the call should be made or taken out of the range area away from persons engaged in shooting activities.

K. **Smoking** is strictly prohibited in the rifle & pistol range; on the shotgun layout anyone wishing to smoke must do so away from any area where there is a congregation of members. The smoking policy applies to e-cigarettes which are prohibited also. Smoking is forbidden in enclosed places of work under the Public Health (Tobacco) Acts 2002-2015. The ranges at East Coast Shooting Grounds are considered places of work.

Specific Rules Pistol Range

All pistols must be carried to and from the car park either in a pistol box or bag.

On arrival to the pistol range the shooter must make the Range Safety Officer aware of their arrival and desire to join the pistol shooting line, the RSO will allocate a shooting position. Do not cross the yellow safety line until the cease fire has ended.

The RSO will supervise the removal of the pistol from the members box or bag, the pistol must be proven clear, magazine out action open and chamber empty. Revolvers open cylinder. All pistols/revolvers to be cleared remembering, muzzle pointed in a safe direction (down range) and finger off the trigger. When a pistol has been cleared by the RSO it must be returned to the box or bag with the action forward and cylinder closed with the bag or case fully closed until the RSO gives the command "clear to uncase". It is a requirement that all pistols arriving on the range have magazines removed ahead of time, boxed pistols should at all times have magazines removed.

Pistols/Revolvers must NOT be un-boxed/un-bagged without the permission and the direct supervision of the Range Safety Officer. When finished for the day or shooting period all pistols/revolvers must be proven clear to the RSO prior to being boxed or bagged. **The carrying of pistols/revolvers in holsters on any part of the range is not permitted, except on the firing line in specific competitions.** The above rules apply to Gallery Rifles being used on the pistol range.

During a course of fire, at the RSO's discretion, firearms may be grounded on the firing point instead of being boxed or cased. This may only be done after the firearm has been proved clear by an RO. Grounded firearms must point downrange in a safe direction and have their actions / cylinders open. They are not to be touched again until the RSO so instructs.

N.B. The wearing of appropriate eye and ear protection is mandatory on entering the pistol range

Carry and Storage – Except when within the boundaries the pistol range, or when under the supervision and direct command of a Range Safety Officer, shooters must carry their handguns unloaded in a gun case or gun bag.

Spare ammunition, magazines and speed loading devices should be carried in retention devices specifically designed for that purpose, to reduce the risk of loss during a course of fire.

In the event of an Emergency Situation the following Emergency Procedure will be followed:

The Range Safety Officer will take charge of the situation.
If there are shooters on the line a cease fire may be called as follows:
"Cease Fire and Unload". Be aware that the RSO may only call "ceasefire" in an extreme emergency; if this is to occur all shooters are to ceasefire, remain in position with all firearms pointing in a safe direction await further instructions. Firearms may be unloaded on the instructions of the RSO.
"Remain in position"
All shooters will remain in position and await further instructions.
Aid will be rendered as necessary.
Help will be called for as appropriate.
Individuals may be assigned specific tasks such as guiding help to the range, clearing the way for the emergency service or helping transport a casualty to the emergency services:

The purpose of the emergency procedure is as follows:

- Minimise confusion during an emergency.
- Save time responding to an emergency.
- Provide appropriate care quickly and may save a life!

In summary the standardised steps taken in an emergency are as follows:

- RSO will take charge of the situation.
- Call for help, if required.
- Render aid, within scope of training.
- Direct medical help to location.
- Take notes (Reports).

SPECIFIC RANGE RULES – RANGES
GENERAL RANGE COMMANDS AND PROCEDURES:

Preparing the range for live firing

Command: **"NO MORE TARGETS"!**

Purpose: To clear the range in preparation for shooting.

Action: No one not already in front of the firing line may go forward without the express permission of the Range Safety Officer. Those already in front of the line must complete target hanging/setting and retire behind the line promptly.
The Range Safety Officer shall ensure the range is clear and ready for firing to commence.

Command **"Eyes and Ears the Range is Going Live!"**

Purpose: Signals that the cease fire has ended, and the range is ready to accept live firing.

Action: All persons wishing to participate in shooting activities and in the vicinity must ensure they have eye and ear protection in place, appropriate to the shooting event.

Command **"The Range is Live!"**

Purpose: To declare that the range is live,

Action: All individuals including spectators must expect live fire to commence.

Action: The Range Safety Officer shall have recovered the red flag inside the range building. He will also turn off the range safety lights and briefly sound the range siren.

Command: **"COMMENCE FIRING" Or "FIRE" or the use of an audible signal.**

Purpose: To declare the range formally open for live firing.

Action: The participants may commence the prescribed course of fire.

Firing Period

Firing may continue until a ceasefire is called. The ceasefire may be called after predetermined time has elapsed or when all participants have completed the prescribed course of fire. Typically, firing continues for 15 to 20-minute periods.

When finished firing, shooters must unload, open actions, remove magazines if fitted and place guns in the gun rack.

On the Pistol range when finished firing shooters must unload, open actions, remove magazines and show clear to the Range Safety Officer who, after inspection of the firearm, will instruct the shooter to box or bag the firearm. On boxing or casing the RSO will ensure that their box or case is securely closed.

If the shooter wishes to leave the range, they will inform the RSO at the time the firearm is being cleared; in this case after ensuring the magazine is removed and the firearm is clear the RSO will instruct the shooter to allow the slide forward (close cylinder in the case of a revolver) and case the firearm for transport. In the case of a centre fire pistol in addition to the above the RSO will instruct the shooter to hammer down after closing the action.

To stop firing and declare the range safe rifle range

Command: **"CEASE FIRE, Unload and show clear".**

Purpose: To stop all firing and make the range safe for participants to go forward of the firing line.

Action: All participants shall unload, open actions, remove magazines if any and rack firearms. The Range Safety Officer must double check that every participant has complied and, once he is satisfied that the line is safe shall have the range flag put out to the designated area.

Command: **"SET THE SAFETY FLAG"**

Purpose: To signal that the range is not in use for firing.

Action: The Range Safety Officer shall have the range **red** shooting flag placed forward of the live fire line. He will also turn on the range safety lights and briefly sound the range siren.
The Range Safety Officer must look along the firing line to ensure all firearms have been made safe and placed in the rifle racks.

Command: **"RANGE IS CLEAR, YOU MAY GO FORWARD"**

Purpose: To authorise participants to move forward of the firing line for the purpose of target scoring/changing/retrieval, collecting brass and trash, etc.

To indicate EMERGENCY or HAZARDOUS CONDITIONS

Command **"CEASE FIRE"!**
This command may be given verbally or indicated by the sounding of the range alarm.

Purpose To stop shooting routinely or, in the case of an emergency, immediately.

Action Participants immediately stop shooting, continue to keep the muzzle pointed down range, remove finger from within the trigger guard, unload and clear the firearm (only if instructed to do so) and await further instructions from the Range Safety Officer

Command **"MISFIRE" (this may be called by the shooter, who has difficulty clearing a misfire and requires RSO support)**

Purpose To notify the Range Safety Officer and other participants that a round did not fire when the trigger was pulled and to alert other shooters along the line that a hazardous condition may exist.
Should a shooter be familiar with misfire clearing procedures and can carry out the procedure they should do so, in this case there is no need to inform the RSO.

Action **(1)** The shooter experiencing the misfire continues to keep the firearm pointed down the range for the required time (30 Seconds), removes finger from the within the trigger guard and awaits further instructions. Should they be familiar with misfire clearing procedures and can carry out the procedure they should do so, in this case there is no need to inform the RSO.

(2) The Range Safety Officer may or may not call a general cease fire depending upon the situation.

(3) Shooters immediately adjacent to a shooter requiring help from the RSO may be requested to cease fire, unload and ground their firearms and step back from the firing line.

(4) The shooter who has experienced a misfire and who has removed a defective round of ammunition should retain the round and give it to the RSO when safe to do so. The RSO will arrange for the appropriate deconstruction and disposal of the defective round.

Additional procedures

Additional instructions may be provided as required for particular disciplines or competitions, provided always that they do not take away from the above nor compromise safety in any way. Any such changes to normal practice will be fully explained by the Range Safety Officer.

SPECIFIC RANGE RULES – GUN HANDLING

ALWAYS POINT THE MUZZLE IN A SAFE DIRECTION

Rifle/Pistol:

Whether you are shooting or simply handling your gun, never point the muzzle at yourself or others. Common sense will dictate which direction is safest depending on your location and various other conditions. While loading and unloading the gun it must be pointed up range towards the Targets/backstop. Guns must only be loaded and unloaded at the firing point and only when the Range Safety Officer has given the order to commence fire.

Shotgun:

Whether you are shooting or simply handling your gun, never point the muzzle at yourself or others. Common sense will dictate which direction is safest depending on your location and various other conditions. ***On the DTL stand, the muzzle must be kept always pointed to the front when on the line.*** This applies particularly when loading or unloading. Generally, it is safest to point the gun toward the ground.

KEEP YOUR FINGER OFF THE TRIGGER

Keep your finger off the trigger until you are ready to shoot. The finger should be placed along the slide of the pistol or the frame of rifle/shotgun, An RSO must be able to see clearly through the trigger guard to be assured there is no contact with the trigger and the trigger finger.

USE ONLY SERVICABLE FIREARMS AND ONLY THE CORRECT AMMUNITION FOR EACH FIREARM

Only firearms in good mechanical condition and those maintained in a safe manner may be used on the range. Verify that you are using the correct ammunition for the particular firearm to be used.

KEEP THE ACTION OPEN AND THE GUN UNLOADED

Rifle/Pistol:

Keep the action open and gun unloaded until ready to use it. Whenever you pick up any gun, immediately open the action and check to ensure that the chamber is unloaded. If the gun has a magazine, remove it and make sure it is empty. If you do not know how to open the gun's action, leave it alone and get help from someone who does. Except when firing, the gun must be kept in a safe condition as follows. The action must be kept open; where the design of the action requires this may involve the use of a bolt hold-open latch, a chamber flag and/or other approved device. The gun must be clear of ammunition. Detachable magazines must be removed. Tubular magazines must be unlatched and partially withdrawn where possible. During a ceasefire on the pistol range all pistols/gallery rifles must be cased or bagged, or, in the case of rifles, racked.

Shotgun:

KEEP THE ACTION OPEN AND THE GUN UNLOADED
Until ready to shoot at your target. Whenever you pick up your gun or any gun, immediately open the action and check to see that the chamber is unloaded. Except when firing the gun must be kept in a safe condition as for rifle/pistol as above.
THIS RULE IS PARTICULARLY IMPORTANT ON DTL. THE CARTRIDGE SHOULD ONLY BE PLACED IN THE CHAMBER WHEN YOU ARE READY TO SHOOT. WHEN YOU ARE FINISHED YOUR TURN, ANY UNFIRED CARTRIDGES MUST BE REMOVED. *YOU MUST NOT MOVE FROM ONE POSITION TO ANOTHER WITH A CARTRIDGE IN THE GUN.*
Irrespective of action type and magazine capacity, only 2 cartridges may be loaded at a time. Unload after you shoot and ensure action is open and clear.

Rules for Safe Gun Handling

ALWAYS POINT THE MUZZLE IN A SAFE DIRECTION

Remember, even if you're sure that the gun is not loaded, always point the muzzle in a safe direction. This is the *"golden rule of gun safety"*. By handling unloaded guns in the same manner as loaded ones, you're helping to establish sound handling practices and will never be relying on the assumption that the gun is unloaded.

Always keep the muzzle pointed at the backstop or down range. ***NEVER*** allow the muzzle to point in any direction whereby an inadvertent discharge would allow the escape of a projectile into an outer area. In the rifle range guns must only be loaded, and held once loaded, at an angle not above the horizontal. The practice, otherwise common in standing position shooting, of settling a rifle in the shoulder after loading by pointing it upwards is expressly forbidden.

RIFLE RANGE

Eye protection is recommended on the rifle range but if shooters decline to use eye protection, they do so at their own risk. The rifle range caters for three main rifle disciplines, Target Rifle, Benchrest and Silhouette. Rifles shall only be uncased, cased, assembled or disassembled on the firing line during a live fire period and with the muzzle pointed toward the target area, except where specifically authorised and individually supervised by the Range Officer.
Rifles shall be moved between the racks and the firing point with the muzzle pointing vertically upwards.

In order to standardise safety across all three disciplines the following protocol must be adhered to during informal shooting practice: when a ceasefire is called all rifles must be cleared to the rack with the bolts open and magazines removed as determined by the rifle type. At all times, shooting must be conducted so that the muzzle remains in front of the white line in all firing bays, with the shooter standing/sitting/lying behind same.

During Club, National and International competitions, competition rules may apply and will be supervised by the appropriate Range Safety Officer who will make clear any deviation from club rules which may apply because of the National or International nature of the competition. However, the fundamental safety rule of no firearms being handled during a ceasefire must be adhered to at all times, except under the direct supervision of a Range Safety Officer.

TARGET SHOOTING RANGE

When a ceasefire is called, guns must be unloaded and moved to the rifle rack once cleared by the RSO, actions must be left open and the gun may not again be handled until the Range Safety Officer gives the "shooters to the line" command. During a ceasefire, guns may be removed from the rifle rack but only with the express permission of the Range Safety Officer and only under his direct supervision.

BENCH REST RIFLE AND SILHOUETTE RIFLE RANGE

When a ceasefire is called, guns must be unloaded, with bolts open and magazines removed. The cleared guns must then be placed on the gun rack at the rear of the firing point for the duration of the ceasefire. The guns must not be handled while the Range Safety Officers' flag is in position forward of the firing point. The guns may not be handled until the flag is removed and the RSO calls "Shooters to the line". Rifles moved from the rack to the firing point must be held with the muzzle point skyward, and only when reaching the firing point should they to be levelled and pointed at the target. Muzzle discipline is vital, and you must ensure that at all times firearms are pointed in a safe direction.

SHOTGUN RANGE

When a ceasefire is called, shotguns must be unloaded, and cartridges removed. Side by side/Over and under must remain broken and semi-auto and pump actions must be cleared, actions to be locked open and held vertically in the air. Shotguns may not be again loaded until the "Commence firing" command is given.

PISTOL RANGE

Gallery Rifle/Pistol Range Commands and Meaning

Range Commands (RSO Commands are in blue)
Eye and ear protection are mandatory for persons using the pistol range.
If you do not understand any aspects of the range commands, ask the RSO to explain.

Note: During periods of informal practice the RSO may not use all the listed commands as they may not be applicable to the courses of fire. During competitions the RSO will explain all pf the commands in advance of firing; the commands may differ slightly from those used during informal practice.

"Eyes and Ears the Range is Going Live!"

Signals that the cease fire has ended, and the range is ready to accept live firing. All persons wishing to participate in shooting activities and in the vicinity must ensure they have eye and ear protection in place.

"The Range is Live!"

Signals that the range is live, and all individuals including spectators must expect live fire to commence.

"You are clear to uncase"

Signals that the ceasefire has ended and it is clear to remove your firearm from the case or bag. In doing so make sure muzzle is pointing at the target and the firearm is maintained in the horizontal with you finger off the trigger.

"Load and Make Ready"

This command signifies the start of "the Course of Fire", the course of fire may be for a specified time period in informal shooting sessions. The Shooter/competitor must then assume the required start position. All firearms are charged and loaded as appropriate. Firearms pointed down range at all times and finger outside the trigger guard on the frame of the pistol or revolver.

"Commence Firing" or "Fire" or "Audible start signal"

Targets may now be engaged for the period of the practice.

Or

"Standby" means "Wait for Audible Start Signal"

Start signal within 1 to 4 seconds, or as appropriate to the course of fire.

"Cease Fire"

Cease firing, immediately the command has been given. Keep muzzle pointed down range and finger outside the trigger Guard.

"Unload and Show Clear"

All firearms to be unloaded safely, pistols remove magazines and lock slide back for inspection, revolvers open cylinder unload and leave open. All muzzles pointed down range during unloading procedure.

Range Safety Officer will inspect and clear all firearms that have been used on the range prior, this will be completed prior to the range being declared "clear"

"Gun is Clear, slide forward/close cylinder, Box Case or Bag"

The pistol, gallery rifle or revolver having been inspected and declared clear must be boxed or cased; to facilitate boxing it shall be necessary to allow the slide to go forward. Once cased/bagged and closed, the shooter is required to step back behind the yellow line for the duration of the ceasefire. No firearms may be handled during a ceasefire.

Procedure if holsters are in use:

"Clear, Slide Forward and Holster" or "Clear, Hammer Down and Holster…."

To holster, while continuing to point the handgun safely downrange, the competitor must perform a final safety check of the handgun as follows:
Pistol – release the slide and holster for .22 pistols; for centre-fire pistols pull the trigger while aiming downrange and then holster.
Revolvers – close the empty cylinder and holster.

"The Range Is Clear" & "Forward Score and Patch" or change targets as appropriate

Signals that the RSO has cleared all firearms, they are securely bagged or cased and that it is safe to go forward and attend to targets.

The RSO will activate the audible and visual lights to signify the start of a cease fire in addition the RSO will place the red flag forward of the firing point confirming that the range is clear.

Once the "Range is Clear" command has been given all shooters must remain behind the yellow line and no firearms may be handled under any circumstances. The handling of firearms or encroachment over the yellow line in the pistol range during a cease fire may result in the offender being sanctioned in accordance with the disciplinary procedures.

Gallery Rifles on the Pistol Range:

Upon the cease fire command by the range officer, shooters will remove the magazine and open the bolt. The range officer will inspect the rifle to ensure that it is cleared. Shooters who wish to case their rifle may do so. When all firearms are cleared the range officer will instruct those shooters who wish to, to rack their rifles. Rifles should be carried to the rack with the muzzle in an upright position. Rifles on the rack will have their magazines removed and their bolts open. Rifles are not to be touched during the cease fire. Only when the range goes live can the rifles be removed from the rack and carried with the muzzle in an upright position to the firing point where shooting can commence under the instructions of the range officer.

The Archery Range - Range Commands

The Range Officer bears full responsibility for the safe operation of the range and must be obeyed at all times. The Range Officer will utilise a series of standardised commands to ensure clarity and safety on the range. The following comprises a list of the Range Commands in use on the Archery Range at East Coast Shooting Club (ECSC). Archers should ensure they are familiar with these commands. It should be noted that a number of these commands are specific to ECSC and the Range Commands may differ in different Archery Clubs. For example, at ECSC the command "Ceasefire!" is used to call a halt to all shooting. This was deliberately selected to ensure commonality with other firing ranges at ECSC. However, some other ranges may use the command "Fast!", "Stop!" or even a sequence of whistles to signal a Ceasefire. When visiting other Clubs, it is the responsibility of the Archer to pay careful attention to the Safety Briefing and ensure he is completely familiar with the Range Commands in use on that particular range before shooting commences.

"Archers to the Line": Indicates that the next group of Archers should take up their bows, approach the Shooting Line and standby for the order to commence shooting. Arrows should not be nocked to the bows yet.

"Range is Live/Range is Hot": The shooting range is now live, and shooting is about to commence. No individuals may go forward of the shooting line once the range has been declared. Will usually be followed by the *"Clear to Shoot"* command.

"Clear to Shoot": Archers are clear to commence shooting. Usually preceded by the command *"Range is Live".*

"Ceasefire": When a Ceasefire is called, all shooting must immediately cease, and any arrows already nocked to bows must be removed. Bows should then be returned to the rack. However, Archers must still remain behind the shooting line until the Range Officer advises Archers are clear to go forward.

"Clear to Go Forward": Archers are now clear to cross the shooting line and retrieve arrows. Will be preceded by a Ceasefire command. Bows should not be handled until all Archers have returned and the Range Officer has given the command *"Archers to the Line".*

Member training

It is a condition of membership that the new member, regardless of experience, completes the club safety course during the probationary period.

Safety courses are held not less than quarterly; dates and venues for these are notified to each new member. Failure to attend a safety course will lead to an extension of the probationary period until such time as a safety course is completed.

On successful completion of the safety course the members' identity badge will be endorsed accordingly.

Consultation

Each new member will be provided with a copy of the club rules and safety statement. This shall be a soft copy which can be emailed to them. Further details and arrangements are provided on the Range Safety notice board, which is maintained by the Safety Officer and includes the following:

- The current Rules and Safety Statement
- Details of all local emergency services
- The location of the First Aid kits
- Fire Safety Details
- List of members of the Safety Committee
- Contact email address for the Safety Officer
- A copy of the Club's certificate of insurance

Personal Protective Equipment

It is mandatory that all club members and visitors wear eye and ear protection whilst shooting is being carried out on the range. Specific range rules apply depending on the range and type of firearm in use.

It is compulsory for children to wear ear and eye protection while in the area of live firing. It is the responsibility of the supervising adult to ensure that this rule is obeyed.

The Section Safety officer or Club Safety officer may ask for the child to be removed from the range if this rule is not adhered to.

Fire Safety

Fire regulations and precautions as approved by the Fire Brigade and taking into account the proximity to forestry shall be in force, and shall include the following:

- Procedure to be followed in case of fire, including evacuation of any range buildings and assembly points.
- Each range shall be equipped with fire extinguishers and/or other requisite appliances. Such appliances shall be maintained in proper working order.
- There shall be designated facilities or locations for fires for authorised heating, cooking and/or rubbish disposal and no fires shall be lit elsewhere.

Plant & Equipment

- Only properly trained and insured personnel shall operate plant and equipment on the range.
- Only plant & equipment in proper working order shall be used.
- Plant and equipment fixed or stored on the site shall be properly secured when not in use.

Fixtures & Fittings and Grounds

Fixtures and fittings and structures such as gates, fencing, watercourses etc. shall be properly maintained so as to operate correctly and not to be a source of Incidents.

First Aid

The Shotgun, Gallery Rifle and Target Ranges shall each be equipped with a first aid kit containing supplies as laid down by the Health and Safety Authority. It shall be the responsibility of the Safety Officer to ensure that such supplies are kept in perfect condition and are promptly replaced if used or going out of date.

AED

An Automated External Defibrillator is stationed on the rifle range, as well as a first aid kit and other safety equipment, members are encouraged to learn CPR and the use of the AED.

Incident Investigation and Reporting

All Incidents however slight must be reported to the Club Safety Officer who will investigate the Incident. The Club Safety Officer may investigate on his own or ask committee members to assist.
All members and visitors are required to co-operate with such investigations and to provide any information which may be useful in establishing the circumstances surrounding the Incident.
Following the investigation, the Club Safety Officer may issue a formal report to the Committee. The report shall remain confidential unless the Committee decides otherwise. The Committee shall decide what, if any, action will be taken as a result of any formal report.

Resources for Health & Safety

East Coast Shooting Club is committed to providing the required resources to implement the policy outlined in this Rules and Safety statement. Where new hazards arise, additional resources will be provided as far as is reasonably practicable. The club has a policy of providing First Aid Training Courses to recognised standards to members. These are advised via email and on club social media and members are encouraged to avail themselves of these as and when they arise.

Disciplinary Action

In the event of breaches in the safety controls, the members of the Safety Committee may accordingly enforce appropriate penalties including the suspension of the right of any person to shoot on the range.
Where such a suspension occurs the Range Safety Officer shall report the matter to the Club Safety Officer, or failing him, another member of the Safety Committee, within 24 hours. The Safety Committee shall determine within seven days whether the suspension is to be lifted.
If the suspension is not to be lifted the Range Safety Officer shall refer the matter to the Safety Committee who shall meet within 28 days and determine if the suspension is to be lifted, extended for a specific period, made permanent and/or if other action is to be taken.
If the suspension is not lifted and the suspended person is a member, he shall have the right of an appeal hearing by the Safety Committee. At such a hearing the person suspended shall have the right to be accompanied by two representatives or advisors.

Media Policy

East Coast uses social media to maintain contact with members and publicise its ethos and events. This involves the use of digital photography depicting members/shooters in competition and receiving prizes and these reports appear on various social media platforms. All members are entitled to opt out of their image being used at any time. The Committee will respect these requests at all times.

Members or visitors will NOT record and circulate digital images depicting shooters in the club, on the line or within its surrounds. All events will be photographed by members of the Committee to record the event. The Committee will ensure that these pictures contain optimum content and personal images which will depict the club and the sport of shooting in the best light.

APPENDIX 1: Risk Assessment Matrix

	Hazard	**Gunshot wound**	**Gun Burst**	**Industrial/Agricultural Incident**	**Motor Incident**	**Fire**	**Fall or other general Incident**	**Household Incident**
	Probable severity of potential injury	Very Severe	Moderate	Severe	Moderate	Moderate	Mild	Mild
Shooters	Probability of Occurrence Risk Assessment Specific Controls	Remote Top Priority Gun handling regulations; Controlled times for going forward of firing line; Safety Training	Remote Standard Priority	Remote Standard Priority	Moderate Standard Priority	Low Standard Priority No incendiaries allowed & tracer restricted	Low Standard Priority	Remote Standard Priority
Other Participants	Probability of occurrence Risk Assessment Specific Controls	Remote Top Priority Controlled times for going forward of firing line; Safety Training	Remote Standard Priority	Remote Standard Priority	Moderate Standard Priority	Low Standard Priority	Low Standard Priority	Remote Standard Priority
Spectators	Probability of occurrence Risk Assessment Specific Controls	Remote Top Priority Restrict Spectators to behind firing point	Remote Standard Priority Restrict Spectators to behind firing point	Remote Standard Priority	Remote Standard Priority	Low Standard Priority	Moderate Standard Priority	Moderate Standard Priority
Contractors & members carrying out works	Probability of occurrence Risk Assessment Specific Controls	Remote Top Priority Restrict works to non-shooting times/locations	None	Moderate High Priority Only properly qualified/experienced people to operate plant	Remote Standard Priority	Moderate Standard Priority	Moderate Standard Priority	Moderate Standard Priority
Trespassers	Probability of Occurrence Risk Assessment Specific Controls	Low Top Priority Warning notices & flags Fencing Safety Berms	None	Remote Standard Priority	Remote Standard Priority	Low Standard Priority	Remote Standard Priority	Remote Standard Priority
Persons outside the site	Probability of occurrence Risk Assessment Specific Controls	Remote Top Priority Safety Berms Target Positioning Shot size restrictions	None	None	None	None	None	None
Common Controls		Range Safety Officer Supervision	Range Safety Officer Supervision Only guns & ammo compatible & in good condition allowed	Plant & Equipment to be properly secured	Speed limit Restrict points & degrees of car access; No driving other than legitimate transport & plant	Fire regulations & firefighting equipment	Grounds to be maintained in good & safe order	Appliances to be maintained in good order
Amelioration Steps		Notices with details of Emergency services; First Aid facilities; Insurance						