

Devizes Bowmen Archery Club



Member's Handbook 2024

Devizes Bowmen Member's Handbook

Welcome

Welcome to Devizes Bowmen! Whether you are an experienced archer or a beginner we hope that you can continue to enjoy archery for many years to come with Devizes Bowmen.

This member's pack has been put together to give new and existing members an insight into the various aspects of archery, both at a club and regional level and we hope that it provides information and answers many of the questions you may have about how the club operates.

It is important to remember this is your club. The committee are here to help and ensure a safe and enjoyable shooting experience, managing the club affairs on behalf of the members.

If you have any questions about the club or the way it is run, please feel free to approach and speak to any member of the committee who will be more than happy to help.

Chairman & Committee Devizes Bowmen

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Background and Club History

Archery is a sport for all; it is inclusive and can be enjoyed by everyone regardless of age, gender, ability, or disability.

Devizes Bowmen was formed over 50 years ago and has been a continual presence in the town throughout this period, providing coaching and the opportunity to shoot for several generations of people of all abilities. The club is fully affiliated to Archery GB, the sport's governing body, that provides rules, governance, and establishes safety standards. It also provides public liability insurance cover for all archery clubs in the UK. Archery GB requires us to follow strict safety guidelines with respect to the layout of our grounds and the protocol for shooting.

Additionally, the Club is affiliated to the county and regional organisations, the Dorset and Wiltshire Archery Association (DWAA) and the Grand Western Archery Society (GWAS)

As a club we have established a reputation as a responsible contributor to the local community as well as setting high standards of performance and development, introducing many young people to the sport.

Unusually for such a small club we have an excellent track record in the development of archers. Over the years we have had two members who have shot as part of the England squad, the top Long Bow archer in the UK as well as five members who shot for the County team.

Club Objectives and Organisation

Devizes Bowmen is an amateur sports club whose primary objective is to promote participation in the sport of archery and provide facilities for the safe and responsible practice of target archery.

The club is organised in accordance with the club constitution and rules, which can be found at the back of this handbook and on the club web site www.devizes-bowmen.co.uk. A managing committee which is responsible for the routine administration of the club is elected each year at the Annual General Meeting, and every fully paid-up member can stand, nominate and vote for candidates for each role.

The officers of the club are listed below, and the members who currently hold these positions are listed on the club web site.

- President
- Chairman (chairman@devizes-bowmen.co.uk)
- Secretary (secretary@devizes-bowmen.co.uk)
- Treasurer (treasurer@devizes-bowmen.co.uk)
- Records Officer (records@devizes-bowmen.co.uk)
- Webmaster
- Equipment Officer
- Club Coach (coaches@devizes-bowmen.co.uk)
- Safeguarding Officer

The club is affiliated to the Dorset and Wiltshire Archery Association (DWAA), the Grand Western Archery Society (GWAS) and the sport's governing body Archery GB. The regulation of the club is in accordance with these bodies.

The management of the club funds is vested in the President, Chairman, Honorary Secretary and Honorary Treasurer of the club and all club expenditure is required to be approved by a minimum of two committee members. The club operates on a non-profit basis and any surplus income is reinvested in the club and is not distributed to any members or third parties.

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The development of archers within the club is typically achieved through several distinct stages:

1. Complete the beginners' course.
2. Become proficient shooting at different distances by following the Green to Gold 252 scheme.
3. Shoot recognised rounds to gain a handicap and classification.
4. Compete in Tournaments.

Of course, you are not required or expected to complete all these steps – many archers have a successful and enjoyable time without ever shooting in a tournament or shooting at a distance they find uncomfortable.

Membership

The Club prides itself on welcoming membership from anyone with an interest and passion for the sport. We welcome anyone from the age of ten and there are no barriers to membership or participation in our sport including gender, or physical ability.

Membership of the Club is paid for on an annual basis in October each year. The Treasurer will inform all existing members of the Club when the fees are due and the methods of payment preferred. Club fees are discussed and agreed at the Annual General Meeting held in August of each year. Club fees include the appropriate affiliation and membership fees for AGB, the DWAA and GWAS.

All club members (including parents of Junior members) are encouraged to attend the AGM, which is an important meeting, to help improve the way our club is organised and run.

Club Membership is recognised in the following categories:

- Member - fully paid-up senior member.

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- Associate Member - member of another club wishing to also shoot at our club.
- Junior Member - fully paid-up member below the age of 18 and over 10.
- Honorary Member – awarded for long standing membership and contribution to the club.

Most members live locally, with over 60% of the membership residing within 5 miles of Devizes town centre, so we are truly a local club. Membership numbers have grown following events such as the Olympics and from the work we have done to attract new members on the website.

Among our members, we have a wide age range from 14 – 80 years old, with both male and female members, as well as disabled members. Unlike many sports, you will often find a complete novice shooting alongside some of the country's top archers, yet still be made to feel at ease with their own level of attainment. This approach encourages our younger and newer members to continue their personal development with the help of capable archers who willingly share advice and help them to grow in the sport.

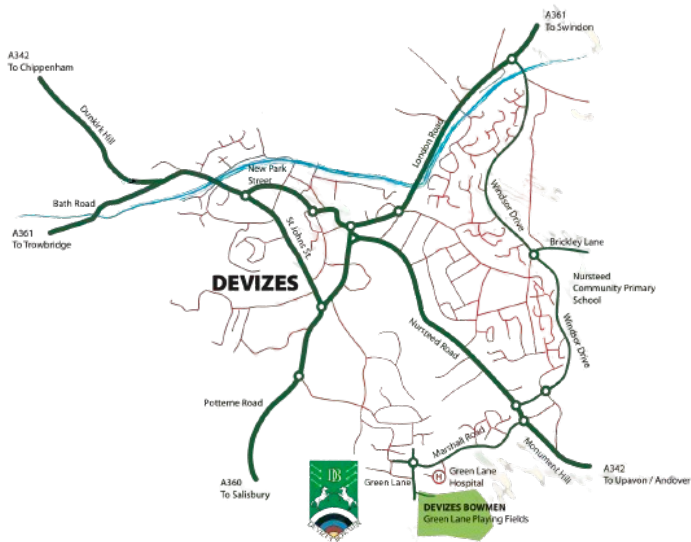
While archery is not a team sport as such, the club atmosphere, with a strong sense of identity and a focus on performance with healthy individual competition, promotes a strong team spirit that we hope you will share.

Members are encouraged to join our WhatsApp group which we use for general announcements, social chat and notifications when solo or group shooting outside club shooting times. The following link should allow you to join the group:



Club Location & Shooting Times

The club is located at the Green Lane Playing Fields, Devizes SN10 5DS. From Devizes town centre take the A342 Nursteed Road (signposted to Andover). At the 2nd roundabout turn right into Marshall Road (signposted to Green Lane Hospital). In approx. 300 yards at mini roundabout turn left into Green Lane and the car park is approx. 100 yards on the left.



Devizes Bowmen shoot regularly at Green Lane Playing Fields at the following times:

- On Wednesday evenings from 5:00pm to 8:00pm during the summer months when light permits.
- On Saturday mornings from 9:00am to 1:00pm, throughout the year, weather permitting.

Members may access the shooting range at other times but need to adhere to the solo-shooting rules detailed later in this document. We always encourage archers to publicise their shooting times on the WhatsApp group.

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During the winter months we shoot indoors on Friday evenings from 6:00pm to 8:00pm at Nursted School. As this venue is indoors, members are required to be able to proficiently shoot at 18m without risk of missing the targets.

Visitors

Visitors may shoot at our range if they are current members of Archery GB. We allow visitors to shoot up to three times, after which they need to pay either full or associate membership fees.

Friends and Family

Members may bring friends and family to the range to watch, but they may not shoot and must stay behind the waiting line. If they would like to try archery, then contact the coaches to book a taster session.

Other events

We usually try to arrange one or two fun events at the range for friends and family to come and join in. We shoot the lightweight 'jelly bows' for these events.

Most years we take part in the Lions charity kids coaching event. Archery is the second most popular event (after football) and all members are encouraged to come and help out.

We try to organise social events such as a Christmas dinner, where we hand out our club trophies for improvers and scores.

Equipment

The ranges

The club maintains the equipment we need to shoot both at Green Lane and at our indoor venue at Nursted School.

The outdoor range and occasionally the school do need some looking after. The equipment officer oversees keeping everything in good order but may ask for help from time to time. It's your club so please help where you can.

- Emptying the bin if its full.
- Standing up target bosses that have fallen in the wind.
- Help with clearing weeds/strimming.
- Help with repairing the target bosses / rotating the foam centres.
- General tidying of the container.

Bows

Most archers will buy their own bow so that it can be tuned to their strength levels and size (the coaches can help new archers with this). However, the club possesses several bows that members can use to help them decide what kind of archery suits them best. We have a lot of recurve bows (note that beginners' courses and taster sessions take precedence for these) and we also have left and right compound bows and several longbows as well as arrows of various types and lengths.

Club rules

The AGB Rules of shooting, which can be found at www.archerygb.org, shall always be observed. Archery, by its very nature, is not without risk of injury and safety is the primary concern. Any members who are considered to behave in an unsafe or dangerous manner will be excluded from the club.

Any personal injury or damage to club equipment must be reported to a member of the committee without delay.

General Rules

1. Members whose fees are overdue by more than one month will not be allowed to shoot until they have paid.
2. Non-members must be assessed by a club officer before being allowed to shoot and may shoot on no more than three occasions without becoming a member.
3. Membership is open to those who have completed an AGB-accredited beginners' course in the last five years or who have previously shot at another club as a full AGB member. For all archers joining who have not recently completed the beginners' course, one of the club coaches will undertake an assessment.
4. All members are expected, where physically able, to assist in the setting up and putting away of targets and ensuring that the field is clear of any equipment.
5. All arrows shot must be accounted for and in no circumstances shall a missed arrow be left in the ground after shooting has finished.
6. In the event an arrow can't be found, it must be entered in the lost arrow log in the container.
7. Junior members (aged 10 to 18) will be allowed to shoot providing they are accompanied by a parent or guardian.
8. The club shall not be responsible for the loss or damage to members' equipment.
9. Recurve, Compound, Longbow and other traditional bow types may be shot. Crossbows may not be used.

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10. Aluminium/Carbon composite arrows, wooden arrows with metal points, Aluminium arrows, and carbon arrows with metal points can be used. Arrows that cannot be detected with a metal detector cannot be used.
11. Accidents, no matter how small, must be reported to a committee member to be recorded in the accident logbook in the container.
12. Respect the range rules and follow the instructions of the Range Captain.
13. Clean up after yourself and dispose of trash in designated bins.
14. Be mindful of noise levels and avoid distracting other archers while they are shooting.
15. Encourage and support fellow club members, regardless of skill level.
16. Refrain from using alcohol or drugs before or during archery activities.
17. Refrain from shooting if you are feeling unwell.

Safety rules

1. Spectators shall remain behind waiting / equipment line and are not allowed beyond the shooting line at any time.
2. There shall only ever be one shooting line that all archers shoot from.
3. Shooting shall be under the control of a whistle when more than four targets are set out. At other times no archer shall cross the shooting line until the line is clear and shooting has stopped, as confirmed by shouting "CLEAR" such that all archers can hear.
4. Never place an arrow in your bow unless on the shooting line and never draw and point a bow unless pointing towards a target.
5. In the event of a hazard being identified while shooting a shout of "FAST" must be made loud enough for everyone to hear. Shooting must cease immediately, and arrows removed from bows.

Solo shooting rules

The club allows you to shoot on your own at the outdoor range under the rules below. Please note that while it is allowed, shooting with others is very much preferred.

1. You must be over 18 to shoot solo. Archers under 18 must shoot in the presence of 2 Archery GB members or alone with their parent/guardian, providing the parent/guardian is a member of Archery GB.
2. You must have been certified as safe to shoot solo by one of our level-2 coaches and/or a member of the committee.
3. You must have a key to the container. While you may have your own target face and pins, the accident book and the lost arrow book are kept in the container, and it is a requirement that you must enter any accidents or lost arrows.
4. You must always have a mobile phone with you, including when retrieving arrows (most accidents occur walking to fetch arrows).
5. You must tell someone (partner, relative or friend) where you are going and when you are expected back.
6. You must shut and lock the gate on both entering and leaving the field.
7. You must familiarise yourself with the Risk Assessment for Green Lane published on the website.
8. You must subscribe to the WhatsApp group and post when you are going so others may choose to join you, and you must post to the group when you have finished and left the range.
9. You must only shoot at targets on the field – no clout, flight or other types of archery and only traditional bows, compound bows or recurve bows (no crossbows).
10. As per the range layout rules, longer distances should be in the centre of the range and shorter distances for solo shooting should be to the right of the range.
11. You should only shoot when there is sufficient light to see. Do not stay too late!

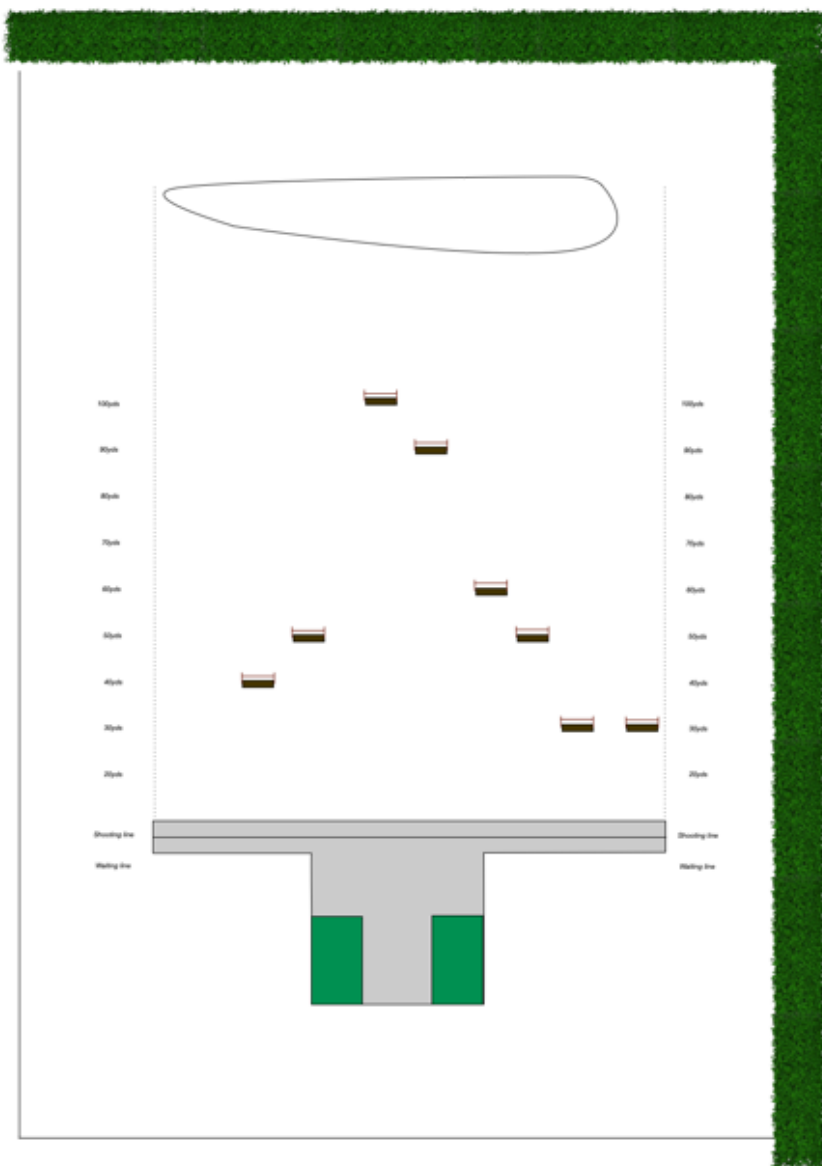
Outdoor Range Layout rules

To allow the setting up of targets at Green Lane we have installed distance markers for both yards (in white) and metric (in black) to the left and right of the range.

When setting up targets, layout should be in an upside-down 'V' formation with the furthest distances (100 yards/90 metres) in the middle. Please refer to the diagram on page 19. This ensures the Range Captain has the best view and can see people who may be walking back from the further distances.

1. You must ensure sufficient safety margin (called overshoot) so do not place any targets to the left or the right of the hard-standing shooting line (dotted lines in the diagram).
2. Targets, especially those at the same distance and adjacent to each other should be spaced at least eight feet apart – again, to allow clear oversight of the range.
3. When setting up targets in the upside-down 'V' formation, start from the right-hand side by the hedge. Beginners and juniors shooting at shorter distances should be on the right-hand side of the range and not on the left.
4. In some circumstances, we may need to place targets at short distance in a line across the range (for beginner courses, taster sessions or other events). This will be under the control of the coaches and/or Range Captain.
5. The hard standing has the shooting line as a concrete strip down the middle. This is the only shooting line to be used at the range.

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Additional Indoor range rules

During the winter months we shoot indoors on a Friday evening at Nursteed Primary School. We set up at 6:00pm and we keep targets, safety net and faces at the school.

We understand that not all members can make it to the school for 6:00pm to aid setup, however all members are expected to at least help put away when shooting has finished.

Devizes Bowmen 252 scheme

The scheme has been devised to encourage all members to become proficient at different distances and to recognise the progress made by individuals as they improve their standard of shooting, progressing from a green badge to gold!



20 Yards



30 Yards



40 Yards



50 Yards



60 Yards



80 Yards

The basis of the award scheme is achieving a score of 252 points for three-dozen arrows shot at each distance. The score is based on the imperial

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scoring system, i.e. 9,7,5,3 & 1 and is shot on a 122cm full size target face. The 252 score represents an average score of 7, i.e. effectively keeping all 3 dozen arrows within the red.

These badges are awarded progressively, irrespective of bow style, starting at 20 yards up to 80 yards.

Qualifying scores can be attained while shooting any recognised GNAS imperial round, or alternatively by shooting 3 dozen arrows on a club day or evening. All scores must be submitted to the club records officer, and must be countersigned by another club member, or fellow archer if at a recognised shoot.

Classifications and Handicaps

Classifications

Classifications are important to all archers because they are the best indication of where you are in terms of ability and provide a benchmark for levels of improvement. There are nine classification levels: third class archer, second class archer, first class archer, third class bowman, second class bowman, first class bowman, master bowman, grand master bowman and elite master bowman.

To gain a classification you need to shoot rounds up to a minimum number of arrows for the classification. 12 dozen arrows are needed for the archer tier, 18 dozen arrows for the bowman tier. The highest three classifications, Master Bowman, Grand Master Bowman, and Elite Master Bowman, can only be achieved with scores achieved at record status competitions. Once you achieve a classification you cannot go back and claim a lower one.

You can hold different classifications for different bow types, but you can only hold your classification for the calendar year in which you shot your qualifying scores. You must re-qualify each year to maintain it.

Details on rounds you can shoot and can be found on the AGB Website



calendar year in scores. You must

the scores needed here:

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<https://archerygb.org/resources/outdoor-classifications-and-handicaps>

Handicaps

The handicap system is a way of adjusting scores to a baseline so that archers with different levels of experience can compete on an equal footing. A novice usually starts out with a high handicap, which reduces as they record better scores. To achieve a handicap an archer must shoot at least three rounds. These need to be shot with at least one other archer and the results need to be recorded, witnessed, signed, and submitted to the records officer at

records@devizes-bowmen.co.uk

The system has two main uses. First, handicaps can help you gauge your progress. Second, they can be used to produce adjusted results in handicap tournaments.

Details on the handicap scheme can be found on the Archery GB website here:



found on the

<https://archerygb.org/resources/outdoor-classifications-and-handicaps>

Coaching

The club has several members who have taken and passed their Archery GB Session Coach qualification (previously level 1) and the Archery GB Development Coach qualification (previously level 2).

The club runs regular beginners' courses for new archers on Tuesday evenings from 6pm. From 5pm we run 'improvers' sessions for club members wishing to improve on some aspect of their shooting. Improvers sessions tend to be popular so if you are interested, please talk to one of the coaches, or send a message to coaches@devizes-bowmen.co.uk.

Club members do not have to pay for coaching within the club.

Competitions

Many club members like to take part in tournaments. These are a great way in which to test your abilities in a competitive environment, which is always different to simply practising archery.

If you are interested in taking part in a tournament and need some advice on what is involved, please approach any club officer or coach who would be pleased to help you understand what is involved. For those who are new to such events there are several simple rules as well as shooting etiquette that need to be observed, as listed below:

Dress

1. Most tournaments enforce the AGB dress code 307 which is now considerably more flexible, however, blue denim, drab olive or camouflage garments are not allowed to be worn.
2. Most archers normally wear either club colours or the AGB green and/or white (excluding shoes and waterproof coats, hats etc.)

Shooting

1. Approach the shooting line only when the Range captain blows the whistle (single blast), or the timing gear indicates you should approach the line.
2. Only draw your bow and start shooting after the Range Captain blows to commence shooting (two blasts) or the timing gear beeps twice.
3. Do not approach or leave the shooting line when the archers in front or behind you are at full draw; this is good etiquette.
4. Collect and score your arrows after the Field Captain blows the whistle to collect or the timing gear beeps three times.

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Scoring

1. If there are four archers shooting on a target, it is traditional that the third person on the target list records the scores as target captain. You never record the score of your own arrows so if you are target captain, hand over the score sheet to one of the others to record your scores.
2. Arrows deemed to be cutting the line will be scored at the higher value. Always allow other archers to challenge your call and if in doubt ask for a judge to decide.
3. Never touch the target face or your arrows until the scores are recorded – otherwise line cutters will be scored at the lower value.
4. When calling out your scores, always point to each arrow (don't touch), and call out your scores in groups of three arrows, starting with the highest scoring arrow first, i.e. 998 (pause)775.
5. The scorer should call back your score to confirm.

Record status shoots

1. You will usually be asked to show your Archery GB membership card when registering at the event.
2. Archers entering record status shoots may be subject to drug testing. This will normally be mentioned on the entry form.

Club Clothing

We have Club shirts and 'hoodies' available to members. Prices can change so please check with the committee. The club reduces the cost of your first shirt by £10.

We tend to do a bulk order once or twice a year – usually after a beginners' course has completed.



Devizes Bowmen club shirt



Safeguarding

At Devizes Bowmen, the safety and well-being of our members, especially our younger participants, are of utmost importance. We are committed to providing a safe and secure environment for all archers to enjoy the sport of archery. Safeguarding encompasses measures to protect individuals from harm, including physical, emotional, and psychological harm, as well as neglect and abuse. As such, we have implemented the following safeguarding guidelines:

Code of Conduct

We expect all members, coaches, volunteers, and staff to adhere to a code of conduct that promotes respect, integrity, and professionalism. This code includes guidelines on appropriate behaviour, communication, and interactions with others.

Child Protection

We recognise the vulnerability of children and young people and are dedicated to ensuring their protection. Our club has an appointed designated safeguarding officer who is trained to recognize signs of abuse or neglect and to respond appropriately. They are available to provide support, guidance, and assistance to any member who has concerns about safeguarding issues.

Reporting Procedures

Any member who has concerns about the safety or well-being of themselves or others should report them to the designated safeguarding officer or another member of the club's committee or a coach. All reports will be taken seriously, treated confidentially, and investigated promptly and thoroughly. Contact details of our safeguarding officer can be found on the website.

Risk Management

We conduct regular risk assessments of our facilities and activities to identify and address potential hazards that could compromise the safety of our members. Measures are put in place to minimise risks and ensure a safe environment for archery practice and competition.

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Any member noticing a potential source of harm should report it immediately to a committee member.

Communication

We maintain open and transparent communication channels with our members, parents/guardians of young archers, and relevant external agencies. Information regarding safeguarding policies, procedures, and contact details for designated safeguarding officers is readily available and accessible to all involved.