

NSRA Guidance for Reopening of Shooting Clubs – 21st December 2020

Following the Government's recent announcement relating to the Reopening of Clubs, below is our guidance for clubs and members. We have written this guidance to direct clubs on how to organise reopening and this will include some of the guidance previously issued. However the intention is that you can read this guidance without having to refer to any guidance previously issued.

We have to acknowledge that some clubs will still choose to remain closed to maintain the safety of participants and the public. Should you be considering opening your club, and your club committee feels the situation can be managed safely, then shooting may be recommenced in some form taking into consideration the guidance and restrictions referenced by the NSRA and the Government.

It must be realised that this won't necessarily apply to all disciplines or to all members. Clubs have many differing disciplines, locations, facilities and circumstances under which they operate and it will not be possible for all clubs to restart all their activities at this time. The club committee has a duty of care to members and each club must decide if they are going to reopen and if their circumstances and the protocols they can put in place will meet the Government's guidance. We must also be aware that Home Countries have different regulations that, in some instances, may preclude starting some shooting activity at all. It would be advisable to check the restrictions in place and the advice being given in England, Scotland, Wales and Northern Ireland including any local restrictions within these areas.

It is worth emphasising that some people are still classed as "clinically and/or extremely vulnerable" and are shielding. This group is still strongly advised to stay at home. However, whilst many people may still choose not to attend the range, it is up to the individual to decide whether to stay at home or not. If members of this group wish to start to engage in shooting again it is possible, provided that it is in alignment with the current government guidelines. Clubs need to be aware that the guidance for those who are currently classed as clinically/extremely vulnerable is different from that pertaining to the general public and should take this into consideration.

The decision by the Government to allow organised sport to continue was made on the premise that sports are ready to do so and can do safely, following public health guidance. There are now local restrictions in place and that restricted movement is not completely over. The COVID Alert Level or Tier for an area (Medium, High, Very High or Stay at Home Alert Level which is currently Tier 1,2, 3 or 4 respectively) brings with it further National and Local restrictions that will have a great effect on what clubs are permitted to do. This may affect indoor and outdoor facilities in different ways in different areas. Clubs should refer to the Government and separate NSRA Guidance on these specific issues to get an accurate picture of what they are and are not allowed to do when considering starting shooting and how to implement the standards necessary to recommence safe shooting activity. They should also be aware that some of their

members may come from another area and so potentially another Alert Level/Tier and this may affect the way in which they can take part.

Bluefin, our insurance brokers, have informed us that insurance for Club Affiliation and Individual Members is valid for any shooting activity which is carried out in accordance with Government Guidance and the NSRA Guidance that arises from it.

It is important to remember that clubs have a duty of care to volunteers and club members. The club must ensure that the health and safety of volunteers and club members is protected and maintained at all times.

A practical framework must be established and common sense applied alongside the formal guidelines and restrictions that have been established by the Government. The following points are listed for consideration when clubs are contemplating reopening indoor facilities but clearly need to be adapted to the club's environment. The list is not exhaustive and local conditions may require additional provisions.

- Risk assessment - the club must assess the risk and produce a system to manage it. This is one of the primary objectives of the Government's guidelines regarding the opening of leisure facilities. This should preferably be written down. A Risk Assessment carried out by one of the Association's Affiliated clubs is available to download and for use by clubs as a template for their own risk assessment. The Risk Assessment has been carried out by individuals familiar with the process of assessing risk and can be used in its entirety or in part depending on the facilities being used. A club's plan to reopen must address all of the risks of Covid-19 and the risks that have been identified.
- It would be useful to share your Risk Assessment with your club members to enhance their understanding of what needs to happen. All club members who are going to use the club facilities should be reminded of the guidance on social distancing and hygiene preferably before they come to the club.
- The Health and Safety Executive has guidance for organisations on how to manage risk and risk assessment along with specific advice to help control the risk of Coronavirus in workplaces that can be easily adapted to apply to sports clubs. There is a link to this guidance at the end of these guidelines.
- The club system of managing the return to shooting must be communicated to all people using the range.
- Know where members are from and which Tier they come under – this may affect their ability to attend the club (see National and NSRA Covid Alert Level Guidance).
- The club must organise a **booking system** to manage the numbers attending the range at one time. This will need rigorously managed time slots to ensure physical distancing can be maintained. This should attempt to ensure distancing and your club's maximum capacity should be influenced by the number of firing points and the configuration of your facilities.

- Manage arrival and departure times including changeover to minimise contact and exposure to others. Club members should be encouraged to wash their hands and sanitise them on arrival at the club should this be possible.
- Manage the changeover of shooters to maintain physical distancing and sanitise any benches/tables/brass collection brushes etc. that are used. Appropriate sanitising solutions such as Chlor-Clean can be purchased on the internet. This chemical is in tablet form enabling users to make up sufficient sanitising solution as and when required. Other brands are available but achieve the same thing.
- The club facilities must be thoroughly cleaned before it opens to its members for the first time and cleaned after use using cleaning protocols that are easy to understand and follow.
- No spectators or non participating children should be allowed into the club.
- Where possible indicate movement pathways with signage (including ground markings) around the club to minimise contact between shooters.
- Explain to members that if they, or someone in their household, has Covid-19 symptoms they should stay at home and must not attend the club under any circumstances. This includes anyone who has been told to self-isolate under the NHS test and trace service. They should inform the Club Secretary if they develop symptoms so that other members can be informed about possible contact.
- As well as the usual mandatory signing in book, clubs should consider applying for and posting a QR Code to enable better track and trace. Details of this can be found at: <https://www.gov.uk/create-coronavirus-qr-poster>
- Where social distancing guidelines cannot be followed in full consider whether that activity should continue or ensure that further mitigating actions are followed including the use of screens; increasing the frequency of hand washing and sanitising; reducing the number of club members that come into contact with each other.
- All clubs should ensure that steps are taken to avoid people needing to unduly raise their voices to each other in an attempt to reduce the chances of passing on the virus through aerosol and droplet transmission.
- Shooters should come to the club ready to shoot and avoid changing their clothes at the club. The use of changing rooms and showers should be avoided wherever possible.
- No food or drink to be produced or consumed on the premises.
- Promote effective hygiene to all those taking part in the activities at the club, in particular, the use of hand sanitiser.
- Plans must be put in place to minimise contact with hard surfaces, other club users and shared equipment.
- Restrict use of any indoor areas (e.g. target sheds, toilets etc.) to minimise the need to undertake deep cleaning on a significant and regular level
- Access to the indoor areas must be restricted in terms the number of people to maintain social distancing (e.g. one person in the target shed at any time or only certain individuals are allowed in a certain area).
- It will help manage the situation if access doors to indoor areas are kept open to encourage airflow.

- Consideration must be given to how target frames or other target systems are put out and handled. Many will be too complex in shape to sanitise completely and successfully. If this is the case ensure sufficient PPE is available. Hand sanitising after handling any equipment is crucial and people using the facilities must be made aware of this.
- Target sales. The club must consider where these are stored and how is access to these managed or prohibited to prevent transmission.
- Maintain a minimum of 2m+ at all times between people using the range – not only when shooting but also when changing targets etc. When on the range this will mean a minimum of 1 to 3 firing points between participants.
- The number of people on the range at any one time must be calculated both to maintain physical distancing and to comply with guidance.
- When shooting is complete, make sure people leave. It's nice to have a chat with friends but this will greatly increase the risk of infection.
- Manage the opening of gates, locks, target sheds etc. and ensure they are sanitised at the end of a session.
- Provide appropriate PPE for nominated persons carrying out duties as part of reopening. This, as a minimum requirement, must include face masks, gloves and sanitiser.
- Provide sanitising equipment and organise disposal of cleaning cloths etc.
- If a toilet is in use ensure that sanitising equipment is in place and used. Toilets should only be open where hand washing and deep cleaning procedures can take place.
- Encourage the use of PPE by participants as appropriate. It is advisable that all users of indoor shooting facilities wear face masks.
- If payment for use of the facilities is necessary and required use contactless payment methods or ask members to make a bank transfer for the money involved.
- Avoid the use of club shooting equipment (e.g. guns, telescopes, mats etc.) If any club equipment is used it must be sanitised after each individual use. If the equipment cannot be sanitised than it must be quarantined for a minimum of 72 hours before being reissued.
- The use of club equipment must be recorded enabling “track and trace” to take place if needed.
- A log needs to be kept of people present at the range with their arrival and leaving times, not only for the normal completing of firearms and attendance logs, but also for “track and trace” purposes.
- Be aware that different Home Countries may have different requirements

In the same way that shooters are keen to get back to their sport so are coaches and instructors who may wish to work with current shooters either individually or in groups. This may or may not be possible depending on the Alert Level where the club is situated or indeed where the coach/participants live. Beyond that here may also be an issue with coaching individual participants less than 18 years of age. Please see our Child Protection Policy for more details. If coaches and instructors are to be present during shooting they must be taken into account when booking the range facilities and not fall

outside the permitted numbers and spacing. It is insufficient for them just to turn up along with a shooter, if indeed they are allowed to be there at all. If they can be present, they must maintain safe distancing, avoid handling any shooters equipment and not be in close personal contact with their shooters at any time. They must observe all aspects of the Government and NSRA guidance along with the other people using the range. Coaches and instructors that coach at more than one club need to be extra vigilant in following the guidelines around hand washing, sanitising and contact with the shooters they are coaching.

If clubs wish to introduce new members (and the club is in an area where this is permissible) then the introduction must follow the NSRA guidance document, "Introducing New People to Shooting during Covid 19". The club risk assessment needs to take into consideration the factors from this document when producing their risk assessment. Furthermore, if courses and training are to take place it must be in alignment with the NSRA guidance document, "Running Courses during Covid 19".

The problem with many of these issues is the management of the situation. Don't rely on people making up their own ways of implementing the guidance. It is often easier to have a nominated person to open and close the range, allocate firing points, book people in and book the firearms in the firearms register, disinfect and put targets out, disinfect benches and other structures after use. This limits exposure. Also the shooting needs to be supervised – not only in the normal sense of a RCO but also to ensure compliance with the very different circumstances in which we find ourselves. Shooters are used to following strict rules whilst taking part in their sport and have an excellent track record of safety. Let's keep it that way in shooting and through this difficult time both on and off the range.

The NSRA are not experts on pandemics and therefore all UK Government and Department of Health and Social Care (DHSC) guidelines and directives supersede this information. The NSRA has created this set of guidelines to translate the National guidance to give recommendations to members and clubs. This document will be updated subject to more information and guidance becoming available.

The current government guidance can be found at:

[Coronavirus \(COVID-19\): guidance on the phased return of sport and recreation](#) (Updated 1 June 2020)

[COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable](#)

<https://www.gov.uk/government/organisations/department-for-digital-culture-media-sport>

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/updates>

<https://www.hse.gov.uk/simple-health-safety/risk/index.htm>

<https://www.hse.gov.uk/news/working-safely-during-coronavirus-outbreak.htm>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-the-public-on-the-phased-return-of-outdoor-sport-and-recreation>

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>

Stay safe.