



Version	Blue Light – Target Shooting / Air Rifles - Activity Management Plan - V1 ¹
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Review Date	05/11/2024
Next Review	05/11/2025
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Blue Light Air Rifle Activity Management Plan							
Activity Description	Students learn how to use an Air Rifle safely and learn how to aim at a target.			Location	Blue Light Camp, Awhitu		
Toilets	Yes	Max Ratio	1- Instructor 12 - Participants	Water	Yes	Mobile Reception	Yes
Instructor Competency	Blue light internal competency signed off			Client Competency	Able to hold an Air Rifle	First Aid Kit Available	Yes
Equipment required by participants	Covered shoes, appropriate clothing for the weather, personal medication if needed			Emergency Response / Incident Reporting	Refer to Blue light Incident Reporting Procedure		



#	HAZARD	POTENTIAL INJURY/ILLNESS	CONSEQUENCE	LIKELIHOOD	INITIAL RISK RATING	CONTROL METHODS	CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
1	Penetrating Injury *Being shot with a pellet * Incorrect practices / procedures used	Death Serious Injury Moderate Injury	Severe	Likely		*Only trained instructor permitted to run activity – must follow BL SOP *Safety brief is given to every group prior to commencement of activity *Ensure shooting range is clearly marked to prevent any person(s) walking into line of fire *Air Rifle must always be facing down range *Instructor positioning to be near student / where they can clearly see range. *Clear instructions to be given on how to carry Air Rifle safely/ correctly	Severe	Rare	
2	Eye Injury *Pellet ricochet hitting shooter or bystander * Incorrect practices / procedures used	Serious Injury Moderate Injury	Major	Likely		*All participants must be wearing safety glasses *Full safety briefing given to participants prior to activity	Major	Unlikely	
3	Entrapment Injuries * Injuries from getting hands/ fingers trapped in the rifles * Incorrect practices / procedures used	Moderate Injury	Moderate	Likely		*All participants briefed on safe practices when loading / unloading Air Rifles	Moderate	Unlikely	



4	Psychological harm *Fear of shooting *Forced to participate *Panic Attack *Cultural factors	Psychological Harm / Trauma	Major	Likely		*Challenge by choice *Full debrief with students to ensure they have a good understanding of activity and safety processes in place *Ensure every group is supported and treated appropriately * Remove student from activity if required	Moderate	Unlikely	
5	Weather Conditions (Sun, wind, rain, temperature, and lightning) *Hyperthermia Hypothermia *Heat stroke *Struck by lightning	Serious Injury Minor Injury	Major	Likely		*Activities called to a halt when thunder or lightning & 30/30 rule followed *Ensure group has been briefed on appropriate clothing for activity *Shelter provided *Instructors call a halt if participants impacted / affected by the weather *Ensure water / sunblock available. * Check weather conditions prior to Activity if unfavourable cancel/postpone activity	Major	Unlikely	
6	Instructor impairment *Drug and Alcohol	Death Serious Injury Minor Injury	Severe	Unlikely		* All staff aware of Blue Light policy – Drugs / Alcohol use prohibited *Adhere to Blue Light drug and alcohol policy *Cease Activity if instructor appears impaired *Lead instructor to remind instructors drugs / alcohol prohibited – ensure any persons on prescribed medication are authorised to run activity not compromised – e.g. – Drowsy	Major	Rare	
7	Operator Fatigue	Serious Injury Moderate Injury Minor Injury	Major	Likely		*Regular breaks, rotations and checks to ensure operator is not fatigued	Moderate	Unlikely	



8	Slips/ Trips/ Falls	Serious Injury Minor Injury	Moderate	Likely	Orange	<ul style="list-style-type: none"> *Ensure good housekeeping. Have equipment. neatly arranged or put away. *Safety check before participant commences activity *Brief students on potential hazards prior to activity / ensure they are aware to store equipment appropriately 	Moderate	Unlikely	Yellow
9	Wandering participants	Death Serious Injury Minor Injury	Major	Unlikely	Yellow	<ul style="list-style-type: none"> *Establish clear safety zones. *Instructors to be always aware of participant locations. 	Moderate	Rare	Green
10	Medical Injury *Preexisting medical condition	Serious Injury Moderate Injury Minor Injury	Major	Likely	Orange	<ul style="list-style-type: none"> *Ensure all participants have completed required medical questionnaire and this has been reviewed and followed up where applicable *Contact participants with any questionable health issues to better understand conditions so a plan can be made *Ensure participant is carrying required medication where applicable. 	Moderate	Unlikely	Yellow

In assessing the level of risk, considerations such as the likelihood of an incident happening in combination with the seriousness of a consequence are used to gauge the overall risk level for an activity. The matrix below has been used as a guide to assist with developing the risk assessment:

Risk Level	
Low	Continue
Medium	Control to minimise risk
High	Control to eliminate risk
Severe	Stop – find alternative



Risk Matrix

Risk Assessment Matrix	Consequences			
	1. Minor	2. Moderate	3. Major	4. Severe
Likelihood	None/minimal Injuries	Moderate injuries	Medical treatment	Fatalities
1. Almost certain	Medium	High	Severe	Severe
2. Likely	Medium	High	High	Severe
3. Unlikely	Low	Medium	Medium	High
4. Rare	Low	Low	Medium	Medium



**Appendix B
Emergency Response Plan**



INCIDENT REPORTING PROCEDURE





Employee Declaration

The Activity Management Plan for **Target Shooting / Air Rifles** has been covered in this session and I have been given the opportunity to ask questions and review the information provided. I fully understand the procedures and agree to comply with them.

Employee Name	Signature	Date