



## **Alsager Company of Archers** **Member's Handbook 2016**

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# Members Handbook



# 2016

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# **Alsager Company of Archers**

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### **1. Introduction**

This Handbook has been written to inform new members about as many aspects of the Alsager Company of Archers Archery Club as possible and hopefully help members get the most of being members of this long established and popular club.

The first copy of this Handbook was written in June 2009 and will no doubt be regular updated to improve its contents for the membership.

The Latest editions of this Handbook will be kept in the Clubhouse on Cranberry Lane Primary School Playing Field, Indoors at St.Mary's Church Hall in Sandbach and also as a .PDF format download on the Members Area on the club's website.

If there is any topic you feel that might benefit new members not covered in this edition and would like to see included in the next edition then please email the Club's Secretary.

### **2. History**

**Alsager Company of Archers** was formed back in 1974 from an Evening Class run at the local Comprehensive School, now the Alsager High School. Two Clubs were formed, the Town and the School Club

The School Club provided ample supply of would be Robin Hoods and the club quickly established itself as one of the top Junior/School clubs in the County and the region.

The Town Club has had its share of notable successes with Sylvia Harris, Matthew Gray, Mike Wheeler and Andrew Lewis representing Great Britain in recent years.

Originally the club was based at the Comprehensive in Alsager, as it was know then, but by 1994 we were finding a need for better facilities and more shooting time. So in March of 1994 we moved to the Cranberry Lane County Junior School.

With the aid of a Grant from the Foundation for Sports and Arts we were able to purchase secure Storage plus at the same time updating our Beginner's Equipment.

Club continues to grow with a very healthy membership of around 70 members and early in 2008 the facilities were further extended when a Club house was brought.

Photographs of both placing of the Containers can be seen on the Club's Website at [www.alsagercompanyofarchers.org.uk](http://www.alsagercompanyofarchers.org.uk)



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### **3. Club Constitution** Last updated April 2005 Annual General Meeting

1. The name of the Club shall be "The Alsager Company of Archers".
2. The object of the Club shall be the practice and promotion of Archery.
3. Membership of the Club shall be open, irrespective of political party, nationality, religious opinion, race, sex or colour to:-
  - a. All persons aged eighteen years and over who shall be called Adult members. Adult members shall have full voting right. Persons under the age of eighteen may be admitted into junior membership as and when and subject to such conditions that the committee may decide and will have no voting right.
  - b. Associate members may be elected from time to time and may participate in all club activities but may not shoot. Associate members shall pay a fee decided by the committee from time to time. If suitably qualified, such members must retain membership of the Grand National Archery Society if they wish to continue coaching or instructing
4. The management of the Club shall be entrusted to a committee elected annually at the AGM (Annual General Meeting). The committee shall consist of a minimum of Chairman, Secretary and Treasurer. The committee shall have the power to co-opt further members providing that the committee does not exceed eight in total. Any member co-opted during the year will serve in an acting capacity until their position is ratified at the next AGM. The committee will meet at least once per quarter. Three non-acting members shall form a forum. The committee shall have the power to deal with any matter not covered by the constitution. The committee shall be indemnified against any financial loss to the Club from the consequences of any correctly formulated committee decision.
5. There shall be an AGM held in April. A notice period of 21 days being given to all members. The purpose of which shall be the receiving of the annual report of the committee; the audited statement of accounts; of electing committee members; associate members and considering proposals to amend this constitution or any other business of which due notice has been given.
6. The Chairman or Secretary may, at any time, at their discretion, or within 21 days of receiving a written request, signed by a majority of adult members and giving reasons for the request, call a special general meeting for the purposes of altering the constitution or of considering any other matter which may be referred to it by the committee or for any other purpose.



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### **Club Constitution (Continued)**

7. Membership fees will become due on a date decided at the AGM each year. Membership fees payable will be proposed by the committee and voted on by adult members. Membership will lapse if any member fails to re-subscribe within one month of membership or affiliation fees becoming due and facilities withdrawn unless that member applies to the committee for reinstatement and payment of the appropriate fee, paid in full. Affiliated membership of the Grand National Archery Society (GNAS) is mandatory for adult and junior members. Affiliation fees for the GNAS (Adult members only), Cheshire Archery Association and Northern Counties Archery Association are also payable by adult and junior members and become due on the 1st August.
8. Beginners are entitled to a maximum of six introductory lessons, after which time, they must either join the Club or cease shooting. The committee will determine beginner's course fees from time to time.
9. The confirmation of adult and junior membership will be decided by the committee within six months of joining the Club. Resignations should be made, in writing, to any committee member.
10. Complaints should be addressed, in the first instance, to any committee member. Serious complaints will be investigated by the committee at the first available opportunity. The committee shall have the right to expel any member if this course of action is considered warranted.
11. Adult members may introduce visitors to shoot at any practice meeting providing the visitor is a current member of the GNAS or any organisation recognised by the GNAS. The introductory member is responsible for the visitors' conduct whilst on the field. A fee, decided by the committee from time to time, will be payable by the visitor, prior to the visitor shooting.
12. All members shall adhere strictly to the GNAS rules of shooting. All members shall adhere to any specific Club safety rules published from time to time. Such notices may be published on the Notice Board/s, the Club Newsletter or Club Handbook.
13. Finance: All monies raised by or on behalf of the Club shall be applied to further the objectives of the Club having regard to legitimate expenses incurred during fund-raising activities or the necessary administration of the Club and for no other purpose.



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### **Club Constitution (Continued)**

14. The Treasurer shall keep proper account of the finances of the Club and shall open a bank account or accounts in the name of the Club. There shall be a minimum of two, non-related, signatories for cheques.
  15. The accounts shall be audited or independently examined at the end of the financial year (March 31st) and prior to the AGM, by auditors/examiners appointed by the committee.
  16. The accounts shall be audited or independently examined at the end of the financial year (March 31st) and prior to the AGM, by auditors/examiners appointed by the committee.
  17. If the committee, by a simple majority, decides that on the grounds of expense or otherwise, it is necessary or advisable to dissolve the Club, it shall call a meeting of adult members stating the resolution thereat. Notice of such a meeting will be posted to the GNAS and any other affiliated body. If such a resolution shall be confirmed by a simple majority of those present the committee shall have the power to dispose of any assets held by or in the name of the Club.
- Any assets remaining after the proper satisfaction of any proper debts and liabilities shall be used for the benefit of Archery, as the committee sees fit.
18. Alsager Company of Archers, their agents and servants, accept no responsibility for injury to persons or loss or damage to property, whether on the premises or elsewhere.
  19. The Club believes that when dealing with children and vulnerable adults, their welfare should always be of paramount importance. We are committed to providing an environment where young people can learn and participate in a sport free from harassment and abuse. All those people working with children have moral responsibility to safeguard and promote a child's welfare. This club has therefore adopted the GNAS Protection of Children and Vulnerable Adults Policy to ensure peace of mind for both adults and children.



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#### **4. EQUITY POLICY STATEMENT**

- This Club is committed to the Archery GB equity policy ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:
- Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.
- The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.





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### **5. Club Committee**

The Club is run by a committee elected annually usually towards the end of April each year at the Club's Annual General Meeting (AGM).

The Committee is made up of the following positions :-

- Chairman
- Vice Chairman
- Secretary
- Treasurer
- Junior Representative & Child Protection Officer
- Records Officer
- Equipment Officer
- Club Member x 1

### **Current Club Committee**

Elected Club AGM – April 2016 – due for re-election April/May 2017

<b>Position</b>	<b>Name</b>	<b>Telephone Number</b>	<b>Email Address</b>
Chairman	<b>Paul Puttick</b>	07976 275732	<a href="mailto:paul.puttick@univareurope.com">paul.puttick@univareurope.com</a>
Vice Chairman	<b>Dennis Brown</b>	01260 275281	<a href="mailto:dbrown44@btinternet.com">dbrown44@btinternet.com</a>
Secretary	<b>Jason Wootton</b>	07795350861	<a href="mailto:wootupski@gmail.com">wootupski@gmail.com</a>
Treasurer	<b>Carole Veale</b>	01270 588852	<a href="mailto:cruelladeveale@yahoo.co.uk">cruelladeveale@yahoo.co.uk</a>
Records Officer	<b>John Lewis</b>	01270-747277	<a href="mailto:rjohnlewis@talktalk.net">rjohnlewis@talktalk.net</a>
Junior Rep & Child Protection Officer	<b>Avril Bourke</b>	01270-760209	<a href="mailto:avril.bourke@btinternet.com">avril.bourke@btinternet.com</a>
Equipment Officer	<b>Dave Gratton</b>	01270 882435	<a href="mailto:davidgratton@hotmail.co.uk">davidgratton@hotmail.co.uk</a>
Club Member	<b>Amanda Biddulph</b>	01782 513164	<a href="mailto:mandabiddulph@gmail.com">mandabiddulph@gmail.com</a>

Any senior member can stand for any of the Committee positions once their probationary period of 6 months has been completed. Nomination Forms will be available at least 1 month prior to an AGM. A Nominee and Secunder are required and once the form is has been completed it will need passing to the Secretary no later than 1 week before the AGM.



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### **6. Club Coaching Group**

The Club is fortunate enough to have a group of individuals who have qualified as Coaches of various levels. Not only are these members involved in running the Club's Beginners Courses but also available for Coaching on an individual basis. They were also from time to time organise Coaching Sessions which members should take advantage of when they are organised. Keep an eye on the Noticeboards, Email Notices and on the Members Area on the Club's Website.

#### **Current Club Coaching Group:**

- **Martin Bourke** – Coach Level II  
Tel. 01270-760209 – Email: [martin.bourke@btinternet.com](mailto:martin.bourke@btinternet.com)
- **John Lewis** – Coach Level II  
Tel. 01270-747277 – Email: [rjohnlewis@talktalk.net](mailto:rjohnlewis@talktalk.net)
- **Avril Bourke** – Coach Level II  
Tel. 01270-760209 – Email: [avril.bourke@btinternet.com](mailto:avril.bourke@btinternet.com)
- **Linda Coppenhall** – Coach Level I  
Tel. 01270-749361 – Email: [lindacoppenhall@yahoo.co.uk](mailto:lindacoppenhall@yahoo.co.uk)
- **John Coppenhall** – Coach Level I  
Tel. 01270-749361 – Email: [lindacoppenhall@yahoo.co.uk](mailto:lindacoppenhall@yahoo.co.uk)
- **Amanda Biddulph** – Coach Level I  
Tel. 01782- 513164 – Email: [mandabiddulph@gmail.com](mailto:mandabiddulph@gmail.com)
- **Angel Allen** – Coach Level I  
Tel. 01270-763913 – Email: [aholden@rmplc.co.uk](mailto:aholden@rmplc.co.uk)
- **Carole Veale** – Coach Level I  
Tel. 01270-588852 – Email: [cruelladeveale@yahoo.co.uk](mailto:cruelladeveale@yahoo.co.uk)
- **Dave Gratton** – Coach Level I  
Tel. 01270-882435 – Email: [davidgratton@hotmail.co.uk](mailto:davidgratton@hotmail.co.uk)
- **Amy Lewis** – Coach Level I  
Tel. 01270-747277 – Email: [rjohnlewis@talktalk.net](mailto:rjohnlewis@talktalk.net)
- **Graham Broad** – Club Instructor  
Tel. 01270-760209 – Email: [grahambroad@tiscali.co.uk](mailto:grahambroad@tiscali.co.uk)
- **Adam Hilderley** – Club Instructor  
Tel. 07801318108 – Email: [hiddera@hotmail.co.uk](mailto:hiddera@hotmail.co.uk)

Please feel free to discuss your Coaching requirements with any of the Coaching Group.

During the Summer months Coaches should be available on Wednesday evenings to provide Coaching to anyone – just make the Coaches aware that you would like them to have look at your shooting to see if anything can be improved.



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## **7. Junior Club**

### **7.1 What is the Junior Club all about:**

Alsager Company Of Archers is a well-established club which has over the years helped to produce 3 archers who have shot for Great Britain and numerous archers who have shot for Cheshire.

The purpose of the club is to teach and encourage young archers to improve their archery and progress using club and national award schemes and by entering local, county, regional and national competitions.

### **7.2 What can a Junior expect from the Club:**

- Saturday morning ( Saturday afternoon in the winter) supervised session with the club coaches.
- Help to improve and progress with their archery.
- Opportunity to gain club and national progress awards.
- Junior club summer and winter league competitions ( Target Day trophy awarded at the end of each summer and winter competitions).
- Summer and winter club championship shoot.
- Plus all other club events published in the full club programme.
- We always try to provide some fun events as part of the programme.



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### **7.3 What does the Club expect from the Juniors and their Parents:**

- Strict adherence to all club safety rules
- Parents are asked to stay for the duration of the session.
- To take care of club equipment and their own and other archers equipment, and to respect the school property.
- Come prepared for the prevailing weather conditions on the day
- To turn up in time to start shooting by the stated time, so as not to hold up other archers.
- Practice sessions last for at least 2 hours and any junior wanting to take part in archery must be capable of maintaining their concentration for this period. We therefore do not take children under 10 years old.
- Make themselves aware of club programme by checking the notice boards and reading email communications. (if you don't have email please let us know ) and making use of the club website.
- It is important that children do not use equipment that is too strong for them and parents are urged to consult club coaches before purchasing any equipment for them.
- Help in setting up and clearing away the field is always appreciated as is help with scoring. Coaches will advise on the safe handling of equipment.
- Parents can help their child by learning to carry out simple repairs, club coaches are happy to show you how to do these.
- [www.archersreference.pwp.blueyonder.co.uk](http://www.archersreference.pwp.blueyonder.co.uk) for a very useful guide to archery equipment and much more.

The club has a number of events during in the year which parents and families are invited to join in such as a summer BBQ, winter social and scrabble shoot, Christmas lunch.

Please remember that all our club coaches are volunteers who give up their own time to help run the junior club.

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#### **7.4 Alsager Junior Award Scheme -**

Badges that are awarded to juniors who attain a set score level for their age group or above on three separate occasions.

There are 4 levels White, Black, Blue and Red to be gained in each age group. The Final award is Gold and can only be gained by shooting the longer distances.

The charts showing the qualifying scores for these Awards in the Recurve, Compound, Longbow and Barebow can be found in Section 14b on Page 31-35 of this Handbook.



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### **8. Safety**

Archery is the safest of sports as long as few simple common sense rules are observed.

These are :-

- Do not shoot an arrow straight up into the air – there is no way of knowing where, or on whom, it will land.
- Do not draw your Bow except on the shooting line and towards the Targets ensuring no one is forward of the Shooting Line.
- Do not nock an arrow into a Bow unless you are on the Shooting Line.
- Do not begin to shoot, or even nock an arrow into a Bow until you are sure there is no one at, or behind the Targets, or between you and the Targets – Even if the Field Captain has given the signal to shoot.
- Do not step forward of the Shooting Line, **FOR ANY REASON**, until everyone has shot all their arrows **AND** the Field Captain has given the signal to retrieve your arrows.
- If anyone shouts '**FAST !**', **stop shooting IMMEDIATELY** - this would be shouted if someone, or some animal had wandered onto the field.
- When you have finished shooting your arrows step back off the Shooting Line so that the Field Captain can easily see when all the Archers have shot their arrows. Wait for the signal before going forward to collect your arrows.
- When going to collect your arrows – **WALK !** – don't run there could be arrows in or on the ground which could cause injury or could get damaged.
- No more than two people should remove arrows from a Target – one person on the left, one person on the right of the Target, starting from the outside working towards the centre.
- Ensure no one is standing behind the arrows when withdrawing them from the Target.
- Members must remove any wood strip broken off Target Stands found on the field during shooting. Remember the field is School Playing Field.

#### **EQUIPMENT SAFETY:**

- **NEVER** release a string without an arrow nocked, since this may damage the limbs of the Bow.
- **NEVER** use arrows that are too short for you.

**IF IN ANY DOUBT ABOUT SAFETY ASK THE FIELD CAPTAIN, ANY MEMBER OF THE COACHING GROUP THAT ARE PRESENT OR ANY ESTABLISHED MEMBER OF CLUB.**



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### **9. Etiquette**

**Taken from the Grand National Archery Society (ArcheryGB) Rules of Shooting :-**

**A GOOD ARCHER –**

- ☐ Does not talk in a loud voice whilst others are shooting.
- ☐ Does not talk to another competitor who obviously prefers to be silent.
- ☐ Does not make any exclamation on the shooting line which might disconcert a neighbour in the act of shooting.
- ☐ Does not go behind the target to retrieve their arrows before their score has been recorded.
- ☐ Does not walk up and down the shooting line comparing scores.
- ☐ Does not touch anyone else's equipment without permission.
- ☐ Does not leave litter.
- ☐ When calling scores, does so, in groups of three, e.g. '7-7-5' pause '5-5-3'.
- ☐ If they break another's arrows through their own carelessness pays for the damage in cash on the spot.
- ☐ Thanks the Target Captain at the end of each Round for work on their behalf.
- ☐ Assists with the setting up and packing away the field.
- ☐ Helps move targets between distances (where able).
- ☐ Ask permission to shoot on another person's target.



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### **10. Club Rules/Guidelines**

- Whenever any members are shooting either Outdoors at the Cranberry Lane Primary School or Indoors at St.Mary's Church Hall in Sandbach. Someone must take on the role of Field Captain to control Shooting and retrieving of arrows.
- Field Layout – before shooting can commence certain safety measures need to be carried out. The Field should be laid out as per the attached Risk Assessment (Appendix E) with no more than 15 bosses across the field.
- Putting out and away the field. This includes the Safety Flags as well as the Targets – **everyone is expected to assist in these tasks.**
- Last off the Field must ensure that the School gates are locked, assuming of course no Member of the School staff is in the School.
- Incident Book – In the Equipment Container and Indoors at St.Mary's Church Hall in Sandbach there are Incident Book where any incidents involving injury must be logged at the time recording ALL the relevant details.
- The School is alarmed and when any member wishes to use the Toilet in the Caretaker's Workarea this will need to be de-activated. Instructions on how to disarm / arm the Alarm kept where the Keys to the Caretaker's Workarea normally hang in the Equipment Container.
- The making of feet positions on the Shooting Line by digging holes with you heels is **strictly forbidden**. Several members during May 2010 spent a considerable amount of time and effort removing the turf and re-levelling and then re-laying the turf on the Shooting time. Digging holes across the shooting line only causes the line to become uneven again. Please use Footmarkers (Small Pegs/Golf Tees) on the Shooting Line to mark your Feet positions.
- Parents/Guardians of Junior Members must not leave their children un-attended/un-supervised while shooting.





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### **Club Rules/Guidelines (Continued)**

- Mobile phones must be switched off or at least turned to silent mode on while shooting is taking place on the field or Indoors. This not only applies here at the Club but elsewhere when shooting.
- All wood splinters from the Target stands that may get split off during shooting must be removed from the field to avoid any potential accidents both to other members but most importantly the School children and staff that may use the field also.
- All Carbon arrows are not permitted to be shot on the Club's Outdoor Shooting Ground as they can be extremely difficult to locate lost arrows of this type on the School Playing Field.
- The Primary means of communicating between the Club and its members is carried out via Email. All Club Emails should come from the [webmaster@alsagercompanyofarchers.org.uk](mailto:webmaster@alsagercompanyofarchers.org.uk) or from the Club Secretary. Please ensure that the Club Secretary has your latest Email address so as to ensure that you continue to receive these communication emails. Also please make a point of regularly checking you Email Accounts to avoid missing any important communication the club has sent out to the membership.
- Please be aware that there is an After School Club at Cranberry Lane. Should you want to shoot when the School Club is open, as a matter of courtesy, please inform the Club that you will be shooting on the field. Make sure you set up your targets on the far side of the field (left hand side as you look down the Range towards the Greenhouse and Flowersbeds) also ensure that a line of Warning Signs and flags are placed down the range level with the club Container.



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### **11. Shooting Times**

**April to September – Every Weekday** from 5.30pm until Dusk  
Saturday & Sunday 9.00am until Dusk.

**October to March – Saturday & Sunday** 9.00am until Dusk.

**During School Holidays – Weekdays** 9.00am until Dusk

**Popular Days/Evenings (April to September):** This should also be time that New Members should try to shoot to start with, that way the chances that someone will be down on the field with a Container key will be that much greater.

Normally there is someone shooting/Coaching on these days **(weather permitting)**

**Tuesday** – 6pm onwards

**Wednesday** – 6pm onwards

**Friday** – 6pm onwards

**Saturday** – Morning – Junior Club meets 09:30am to 11:30am, but Senior members can shoot alongside as long as they fit in with what the Junior Club are doing – Junior Programme on the Members Area in the Junior Section.

**Sunday** – Check the programme for set events – When Sighters are specified then please ensure you arrive on the at least 45 minutes before the Sighters are due to help set out the field.



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## **12. Membership**

### **12.1 Membership Badges:**

Shortly after joining the Club you will be presented with a Club Membership Badge and Holder. Please use the Holder to display your Badge on either your Quiver or your Belt clearly so that everyone can see you a properly paid member of the club.

### **12.2 Membership Annual Renewal:**

Club Membership Annual Renewal is due on the 1<sup>st</sup> of May each year. If you do not renew your membership by the end of May your Membership is deemed to have lapsed – see Club Constitution for details.

NOTE: Any lapsed member i.e. any member who has not renewed their Club Membership by the end of May, will have their access to the Members Area on the Club Website revoked in June/July **so it is important that you ensure your Club Membership is renewed before the end of May each year.**

### **12.3 Gate Key Rota**

In attempt to provide better access to the membership to the Field at Cranberry the club operates a Key Rota to cover the Tuesday, Friday evenings and Sunday mornings over the Summer months. Members who hold one of these gate keys is expected to cover at least one of these session if you normally shoot on any of these sessions. The rota is maintained by the club Secretary so if you wish to help your fellow members please contact the Secretary to register yourself on the Rota.

### **12.4 Access to the Field at Cranberry**

Access to the Playing field at the back of Cranberry Lane Primary School is restricted. However, the Club has been given keys to the School Gates to allow members to access. Senior Members will be eligible to have (for the duration of the membership) a key that will open the Main School gate and the Side gate by the main reception onto the Playground.



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#### **Membership continued:**

##### **12.5 Access to Container:**

The Equipment Container on our Field has a Security Lock.

There are several Senior members who have been issued previously with a key to this Container, however, with the aim to provide greater access to the Club's Members (Seniors) a Secure Key Box has now been installed in the Covered Space between the Clubhouse and Equipment Containers. In this Key box an Equipment Container Key is stored and to open the box a Code is required which is available from the Club's Secretary.

Once a Senior Member has completed their 6 month probationary period when they first join the club they can ask for a Gate key from the Club's Treasurer, John Coppenhall. This Gate key not only opens the 2 set of School Gates at the front of the School it also unlocks the padlock that is used to secure the door to the Covered Space between the Containers. When you are given a Gate Key ask for the Code to the Key Box from the Club's Secretary at the same time.

This Code will be changed at least once a year, usually around June/July to give chance for everyone to re-new their Membership during May

##### **12.6 Access to Toilets in the School:**

The club has access to a toilet in the School by using a set of keys that are kept in the Container. However, **PLEASE NOTE: The School is alarmed. There is a fob that is used to disarm and arm the Alarm with the set of keys.** The Toilet is situated in the School Caretaker's workroom around the front of the School. Once you have entered the Caretaker's Courtyard you must disarm the Alarm by place the Fob in front of the Alarm Panel that is on the wall on the left. Once you have disarmed the alarm you can enter the Caretaker's Workroom at the end of the Courtyard. Once you finished with the Toilet lock the door to the Workroom and then using the Fob again placing in front of the Panel press A to arm the alarm. Then leave the courtyard and locking the door after you. Please return the keys to the Container ASAP.



## **Alsager Company of Archers**

### **Member's Handbook 2016**

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#### **Membership continued:**

##### **12.7 Club Clothing/Regalia:**

The Club has set colours for garments for members that can be worn while shooting both at the Club or when representing the Club in Tournament.

The Colour is BLACK or WHITE from both Trousers/Skirt and for the Shirt. Shirt on the front there can be the official Club Logo and on the back in white letters 'Alsager Company of Archers'.

The Club has negotiated with a local company to supply these Shirts, Jumpers, Sweatshirts, Hoodies, Fleeces, Track Suits and Caps for the Club membership.

The company is called 'Badged' and they have a shop on the High Street in Sandbach. Their website is [www.badged.co.uk](http://www.badged.co.uk). Where you will see some examples of their products and also the precise location of their premises.

If you wish to purchase any of their products in the Club colours please visit the Sandbach shop and before you order anything try on the sample clothing they have on display to ensure you are purchasing the correct size.

Orders normally take 1 to 2 weeks to complete. They will contact you when they are ready for collection.

The Black and/or White trousers/Skirts can be purchased at your preferred outlet.



# **Alsager Company of Archers**

## **Member's Handbook 2016**

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### **Membership continued:**

#### **12.8 Club Shooting Programmes**

2 Shooting Programmes are produced each year. One covers the Outdoor Shooting covering the months of April to October and the other one covers the winter months. These programmes will be posted to the Club's website and can be downloaded from there. They will also be Emailed to the membership at the time of publication.

#### **12.9 Email:**

If you have an Email address please ensure the Secretary has made a note of it and if you change it please remember to inform the Club Secretary (Email: [sec@alsagercompanyofarchers.org.uk](mailto:sec@alsagercompanyofarchers.org.uk)) and also the Club Webmaster (Email: [webmaster@alsagercompnayofarchers.org.uk](mailto:webmaster@alsagercompnayofarchers.org.uk)) as soon as possible as using Email is a very effective way of communicating within the club, especially for sending out the Club Notice Emails.

#### **12.10 Noticeboards:**

The club has several Noticeboards both in the Equipment and the Clubhouse on which details about various events and results are regularly placed. These Notices are also sent out via email. So please make a point of checking the Noticeboards and your Emails regularly.



## **Alsager Company of Archers**

### **Member's Handbook 2016**

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#### **Membership continued:**

##### **12.11 Indoor Shooting:**

The Club hires St.Mary's Church Hall in Sandbach for Indoor Shooting over the months of October to March/April the following year. Seniors usually shooting on Tuesday, Wednesday and Friday evenings from 7pm to 10pm while Juniors usually shoot on alternative Saturday afternoons. . Please note that these sessions can vary each year depending on the number of members interested in shooting in these sessions. Though Juniors can shoot in the week (Parents must be in attendance) and some Seniors have shot on Saturdays with the Juniors (this is dependent of space available). Participation in [Indoor Shooting is optional](#) and a Indoor Fee has to be levied against each member wanting to shoot Indoors.

There is a separate fee to cover Tuesday Evenings, Wednesday Evenings and Friday Evenings and Saturdays. This is set during September usually, once we have had confirmation from the Church Hall what their hourly rates are. To help the Treasurer set the Indoor Fees we ask Members, via Email, who wish to shoot Indoors to register when they would like to shoot. Email is usually sent to all members around end of August beginning of September.

The Club is hoping that there will sufficient numbers to enable booking the Hall for the following 4 Sessions for the months of October to March/April inclusive – HOWEVER, please be aware this depends many register for each of these Session. Hopefully we will be able book the following sessions....

- Tuesday Evenings 7pm to 10pm - approximately 23 Tuesdays
- Wednesday Evenings 7pm to 10pm - approximately 23 Wednesdays
- Friday Evenings 7pm to 10pm – approximately 28 Fridays
- Saturday Afternoons 1.30pm to 4.30pm – approximately 20 Saturdays maybe more if numbers permit.

**PLEASE REMEMBER THE TREASURER WILL USING THE NUMBERS WHO REGISTER TO DETERMINE THE SESSIONS WE USE AND THE FEE THAT HAS TO BE SET TO COVER THE COST OF HIRING THE HALL. SO PLEASE FOLLOW THIS REGISTRATION WITH YOUR INDOOR FEE PAYMENT.**



## **Alsager Company of Archers** **Member's Handbook 2016**

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### **Membership continued:**

#### **12.12 Club Website & Members Area:**

As mentioned earlier the club has a website URL:

[www.alsagercompanyofarchers.org.uk](http://www.alsagercompanyofarchers.org.uk)

There is also a Members Area on the site, which is accessible by Username & Password. Usernames will be setup shortly after joining. The Members Area is effectively a virtual Notice Board but it does allow for more information to be retained for longer and has proved to very important addition to the Club and its members.

**Website Address:** [www.alsagercompanyofarchers.org.uk](http://www.alsagercompanyofarchers.org.uk)  
**Maintained by** [John Lewis](#)

**PLEASE NOTE:** that the Club website is undergoing a major re-vamp and currently only the Public facing part of the Website is available – hopefully the Re-vamp will be completed within 3 months and access to the Members Area re-established.

#### **12.13 Have-A-Gos/Corporate Evenings:**

The club occasionally runs Have-A-Gos Stalls at local Fetes and Fairs. It also stages Corporate Evenings for local clubs and Organisations which will require members to assist with. These events can raise a considerable amount of money for the club which help to keep membership fees down each year. Notices will appear on the Noticeboards and the Members Area on the Club's Website asking for volunteers to help run these events. Please make every effort to support these.

**CHESHIRE COUNTY SHOW** – the last few years the club has enjoyed the opportunity to have a Have-A-Go stall at the annual County show which has been held at Tabley near Knutsford on a Tuesday and Wednesday towards the end of June. It is a major logistical effort for the club to get to and from all the Have-A-Go Equipment as well as the manning of the stall during the day. This Have-A-Go each year earns a huge amount of money for the club but for it to be a success we need as many members to help as possible help out transporting the equipment, putting up and taking down and of curse manning the stall. So please put your name down to help.





# **Alsager Company of Archers**

## **Member's Handbook 2016**

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### **Membership continued:**

#### **12.14 Club Competitions:**

The club runs several Competitions throughout the year, both Indoor and Outdoor that all members are encouraged to join in with. Dates/Times for these Competitions appear on the Club Programme and are on the Website.

These include:-

#### **Outdoors:**

- Targetday Competition (Seniors and Juniors separate)
- Annual Club Clout (2 legs – 1<sup>st</sup> leg in June and 2<sup>nd</sup> Leg in following January/February)
- Annual Double American
- Barebow Championships
- United Bowmen of Philadelphia Bowmen Round – Mail In Tournament
- Barebow Club CHampionships
- Recurve & Compound Club Championships
- Longbow Club Championships

#### **Indoors:**

- Targetday Competition (Seniors and Juniors (and Compounds) separate)
- Alsager Round Competition
- FITA 18m Handicap Competition
- Indoor Challenge (Senior and Junior separate)
- Recurve & Compound Club Championships
- Longbow Club Championships

Details and Results are posted on the Notice Boards and in the Members Area.



## **Alsager Company of Archers**

### **Member's Handbook 2016**

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#### **Membership continued:**

##### **12.15 Leagues:**

The Club involves itself in several Leagues (usually Postal). Dates/Times for these Shoots appear on the Club Programme and are on the Website

##### **12.15.a - Outdoors:**

Selby Summer Postal Leagues – separate leagues for Recurve, Compound and Longbow. There is a match each month, starting in May and finishing in September. Recurve and Compound Teams shoot a Short Metric Round and the Longbow Teams shoot a National Round. Recurve Teams are made up of 3 Archers while Compound and Longbow Teams are made up of 2 Archers.

##### **12.15.b - Indoors:**

Cheshire Winter Leagues – separate leagues for Recurve, Compound and Longbow. Usually a match a month starting in November and finishing in March. The Round involved is a Bray I (30 arrows at 20 yds at a 40cm face) Recurve & Compound Teams are made up of 3 Archers while the Longbow Teams are made up of 2 Archers.

John Lewis is the Club's Postal League Secretary for these 2 Leagues. He tries to encourage as many as members as possible to shoot a round for each month's set of matches. He also sends off to the Leagues organisers and to our opponents. He also relays on to the Members results as and when they come in.

Junior Winter Leagues - Shooting a Portsmouth round (60 arrows at 20 yds at a 60 cm face) – Run by Cheshire Archery Association and Northern Counties Archery Society. These are on an individual basis whereby you can shoot as many rounds as you can each month and your top score is used for the League each month. One round per month from November to March inclusive. Avril Bourke looks after these leagues for the Juniors.

Details and Results are posted on the Notice Boards and in the Members Area.

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## **Alsager Company of Archers**

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#### **13 Beginners Courses**

The Club stages at least 3 Beginners Courses each year to introduce people to the sport and the Club.

The first course is held usually during in April, Indoors on a Saturday Afternoon. The remaining 2 Courses are held outdoors on a Wednesday evening, usually in May and July.

Course enrolment forms for anyone interested in trying archery are available from the Club's Secretary and also available to download from the Club's Website.

There are a limited number of places on each course and it will be on a first come, first serve basis. In other words completed enrolment forms accompanied by the correct fee must be received by the Club's Secretary. So early enrolment is strongly recommended.



# **Alsager Company of Archers**

## **Member's Handbook 2016**



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## **14 Club Award Schemes**

These are....

- a - ACA Club Badge Scheme
- b - Club Junior Award Scheme
- c - Portsmouth ACA Achievement Badge Scheme
- d - Frostbite ACA Achievement Badge Scheme

### **a. ACA Club Badge Scheme**

This Scheme has been designed to encourage members to shoot the set of the Warwick Rounds (4 Dozen arrows) and receive recognition for achieving set levels.

The Scheme is....

1. Open to all members of the Club (Established and Newcomers, Seniors and Juniors)
2. 4 Badges can be achieved in each Discipline starting with  
**GREEN** then **BLACK**, then **BLUE** then **RED** and finally **GOLD**
3. 3 Scores to required level to be shot and submitted on Claim form to gain Badge.
4. Separate Badges for each of the 4 main Bow Disciplines i.e. Badge will be engraved with Recurve or Longbow or Compound or Barebow.
5. The Scheme is administered by the Club's Records Officer, **John Lewis**.
6. Claim Sheets are available in the Rack at the far end in the Clubhouse and are available for downloading from the members Area on the club's website. [This is currently being re-developed to replace these Paper copies of these Claim Sheets with an Online Claim Submission Webpage on the Club's Website. Hopefully will be available June or July 2016.](#)
7. Once an archer has got all 3 scores to the required level for a particular Badge then they complete the appropriate form and place it in the ACA Club Badge Claim Plastic Wallet hanging off the Notice Board in the Clubhouse for the Records Officer to collect. Also can you Email the Records Officer to inform him that you are claiming a Badge, including What Badge you are claiming, for what Discipline and details of your 3 qualifying scores (Round, date shot, Score and Witness).



## **Alsager Company of Archers** **Member's Handbook 2016**

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### **ACA Club Badge Scheme (continued)**

8. Badges will be presented as soon as possible after the Claims have been submitted and verified at a suitable Club event such as the AGM, TargetDay or such event. Recipients will be contacted prior to presentation to confirm attendance.
9. Score Sheets must also submitted to the Records Officers as well for Handicap and Classification purposes also so that claims can be verified.

**NOTE:** Score Sheets must also be properly witnessed for claim to be valid.

10. The Rounds involved in the ACA Badge Scheme are:-
  - **New Warwick** – 2 dozen arrows at 100yds & 2 dozen arrows at 80yds
  - **Long Warwick** – 2 dozen arrows at 80yds & 2 dozen arrows at 60yds
  - **Warwick** – 2 dozen arrows at 60yds & 2 dozen arrows at 50yds
  - **Short Warwick** – 2 dozen arrows at 50yds & 2 dozen arrows at 40yds
  - **Junior Warwick** – 2 dozen arrows at 40yds & 2 dozen arrows at 30yds
  - **Short Junior Warwick** – 2 dozen arrows at 30yds & 2 dozen arrows at 20yds
  - All are shot on a 122cm Target face
  - 5 zone scoring i.e. 9, 7, 5, 3 & 1.
  - 6 Sighters are permitted at the longest distance.
  - **Only one round per day permitted**
11. Your Achievement will be included on the Club's Roll of Honour to be displayed in the Clubhouse and on the Members Area on the Club's Website.
12. Claimants have the choice to have a Metal Pin badge for their achievement. If you choose to have the Metal Pin badge then you are required to contribute £2.00 to its purchase (club pays the remainder). The Records Officer will contact the Claimant to confirm whether a Pin Badge is required to make arrangements for the payment to made. No Payment - no Badge.



# Alsager Company of Archers

## Member's Handbook 2016

### ACA Club Badge Scheme (continued)

#### 13. Qualifying Scores

## ALSAGER COMPANY OF ARCHERS

### CLUB BADGE SCHEME

Revised April 2011

Qualifying Scores for each of the Badges for each of the disciplines

GREEN								
Round	Recurve		Compound		Longbow		Barebow	
	Gents	Ladies	Gents	Ladies	Gents	Ladies	Gents	Ladies
New Warwick	65	36	156	105	18	9	36	18
Long Warwick	129	84	234	182	50	27	84	50
Warwick	201	146	297	253	97	58	146	97
Short Warwick	260	209	337	303	155	105	209	155
Junior Warwick	318	279	373	349	232	180	279	232
Short Junior Warwick	371	346	405	390	315	275	346	315
BLACK								
Round	Recurve		Compound		Longbow		Barebow	
	Gents	Ladies	Gents	Ladies	Gents	Ladies	Gents	Ladies
New Warwick	156	105	262	211	65	36	105	65
Long Warwick	234	182	320	281	129	84	182	129
Warwick	297	253	360	333	201	146	253	201
Short Warwick	337	303	385	363	260	209	303	260
Junior Warwick	373	349	407	392	318	279	349	318
Short Junior Warwick								
BLUE								
Round	Recurve		Compound		Longbow		Barebow	
	Gents	Ladies	Gents	Ladies	Gents	Ladies	Gents	Ladies
New Warwick	262	211	338	305	156	105	211	156
Long Warwick	320	281	374	350	234	182	281	234
Warwick	360	333	399	382	297	253	333	297
Short Warwick	385	363	414	401	337	303	363	337
Junior Warwick								
Short Junior Warwick								
RED								
Round	Recurve		Compound		Longbow		Barebow	
	Gents	Ladies	Gents	Ladies	Gents	Ladies	Gents	Ladies
New Warwick	338	305	386	365	262	211	305	262
Long Warwick	374	350	408	393	320	281	350	320
Warwick	399	382	422	413	360	333	382	360
Short Warwick								
Junior Warwick								
Short Junior Warwick								
GOLD								
Round	Recurve		Compound		Longbow		Barebow	
	Gents	Ladies	Gents	Ladies	Gents	Ladies	Gents	Ladies
New Warwick	386	365	415	402	338	305	365	338
Long Warwick	408	393	426	419	374	350	393	374
Warwick								
Short Warwick								
Junior Warwick								
Short Junior Warwick								



## **Alsager Company of Archers** **Member's Handbook 2016**

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### **b. Club Junior Award Scheme**

1. Badges that are awarded to juniors who attain a set score level for their age group or above on three separate occasions.
2. There are 4 levels White, Black, Blue and Red to be gained in each age group. The Final award is Gold and can only be gained by shooting the longer distances.

#### **3. Qualifying Scores**

The Qualifying scores for the different type of Bow Disciplines can be found on following pages in this Handbook ....

- a. Recurve Archers
- b. Compound Archers
- c. Longbow Archers
- d. Barebow Archers



# Alsager Company of Archers

## Member's Handbook 2016

### Club Junior Award Scheme (continued)

#### b.4.a - Recurve Qualifying Scores



**Alsager Company of Archers**

Founded 1974



#### JUNIOR AWARD SCHEME

**Recurve**

Badge	Under 18						Under 15						Under 12		
	White		Blue		Red		White		Blue		Red		W	B	R
	JL	JG	JL	JG	JL	JG	JL	JG	JL	JG	JL	JG	JLG	JLG	JLG

#### 122 cm face, 5 Zone scoring

100y				45		84									
80y		33	48	76	85	132			48	57	85				
60y	36	63	87	129	141	193		37	55	87	102	141			
50y	53	88	118	165	177		36	55	79	118	136	177			
40y	80	126	160				57	84	114	160	178		34	79	142
30y	124						33	130	165				69	124	194
20y							159						88	193	
15y															
10y															

#### 122 cm face, 10 Zone scoring

90m				52		96									
70m		44	59	94	104	157			59	71	104				
60m	33	58	82	125	136	192		35	51	82	97	136			
50m	43	84	115	163	176		34	52	75	115	132	176			
40m	76	122	159				53	81	111	159	178		32	78	140
30m	122						30	128	165				66	122	195
20m							130						90	196	

#### 80 cm face

50m	23	41	60	95	105		15	25	36	60	72	105		23	50
30m	64	106	141	191			45	68	96	141				64	123

#### 60 cm face

20y/18m	34	145	183	229	240	280	67	99	133	183	210	230	46	94	186
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#### 40 cm face

18m	50	85	117	165	178	231	34	53	76	117	134	178	25	51	100
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#### Gold Badges

Junior Ladies **80y-198, 60y-243, 70m-222, 60m-250**  
 Junior Gents **100y-180, 80y-225, 90m-200, 70m-250**





# Alsager Company of Archers

## Member's Handbook 2016

### Club Junior Award Scheme (continued)

#### b.4.b - Compound Qualifying Scores



## Alsager Company of Archers

Founded 1974



### JUNIOR AWARD SCHEME

#### COMPOUND

JL - Junior Lady JG - Junior Gent

Badge	Under 18						Under 15						Under 12		
	White		Blue		Red		White		Blue		Red		W	B	R
	JL	JG	JL	JG	JL	JG	JL	JG	JL	JG	JL	JG	JLG	JLG	JLG

122 cm face, 5 Zone scoring

100y				50		92									
80y		36	53	84	85	132			53	63	93				
60y	40	69	96	142	141	193		41	60	96	112	141			
50y	58	97	130	181	177		40	60	87	130	150	187			
40y	88	139	176				63	92	125	176	196		37	87	156
30y	136						102	143	181				76	136	213
20y							175						97	212	
15y															
10y															

122 cm face, 10 Zone scoring

90m				57		108									
70m		48	65	103	114	173			65	78	114				
60m	36	65	90	137	150	211		38	56	90	107	150			
50m	54	92	126	179	193		37	57	82	126	145	193			
40m	84	134	175				58	89	122	175	196		35	86	154
30m	134						99	141	181				73	134	214
20m							143						99	216	

80 cm face

50m	25	45	66	104	115		15	25	36	60	72	105		23	50
30m	70	117	155	191			45	68	96	141				64	123

60 cm face

20y/18m	103	159	201	252			74	109	124	201			51	102	
---------	-----	-----	-----	-----	--	--	----	-----	-----	-----	--	--	----	-----	--

40 cm face

18m	55	93	128	181	196	254	37	58	83	129	147	195	27	56	110
-----	----	----	-----	-----	-----	-----	----	----	----	-----	-----	-----	----	----	-----

#### Gold Badges

Junior Ladies 80y-218, 60y-267, 70m-244, 60m-275

Junior Gents 100y-198, 80y-247, 90m-220, 70m-275



# Alsager Company of Archers

## Member's Handbook 2016



### Club Junior Award Scheme (continued)

#### b.4.c – Longbow Qualifying Scores



## Alsager Company of Archers

ACTIVE  
ACCESSIBLE  
ACCREDITED

CLUB  
MARK

### JUNIOR AWARD SCHEME

#### Longbow

JL - Junior Lady JG - Junior Gent

Badge	Under 18						Under 15						Under 12		
	White		Blue		Red		White		Blue		Red		W	B	R
	JL	JG	JL	JG	JL	JG	JL	JG	JL	JG	JL	JG	JLG	JLG	JLG

122 cm face, 5 Zone scoring

100y				18		34									
80y		13	19	30	34	52				19	23	34			
60y	14	25	35	52	56	77		15	22	35	41	56			
50y	21	35	47	66	71		14	35	32	41	54	71			
40y	32	50	64				23	34	46	64	71		14	32	57
30y	50						37	52	66				28	50	78
20y							64						35	77	
15y															
10y															

122 cm face, 10 Zone scoring

90m				21		39									
70m		18	35	38	42	63				24	28	42			
60m	13	25	35	50	54	77		14	20	35	39	54			
50m	26	34	46	65	70		14	21	30	46	53	70			
40m	30	49	64				21	32	44	64	71		13	31	56
30m	49						36	51	66				26	49	78
20m							52						36	78	

80 cm face

50m	9	16	24	38	42		6	10	14	24	29	42		9	20
30m	26	42	56	76			18	27	38	56				26	49

60 cm face

20y/18m	38	58	73	91	96	112	27	40	53	73	84	92	18	38	74
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40 cm face

18m	20	34	47	66	71	92	14	21	30	47	54	71	10	20	40
-----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

#### Gold Badges

Junior Ladies 80y–79, 60y–97, 70m–89, 60m–100

Junior Gents 100y–72, 80y–102, 90m–80, 70m–100



## **Alsager Company of Archers**

### **Member's Handbook 2016**

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#### **Club Junior Award Scheme (continued)**

##### **b.4.d – Barebow Qualifying Scores**


**These are currently being calculated and should be available shortly.**




## Alsager Company of Archers Member's Handbook 2016




### c. Portsmouth ACA Achievement Badges



### Alsager Company of Archers



#### PORTSMOUTH ACA Achievement Badges



**PORTSMOUTH 140**

**Portsmouth Round:** 60 arrows shot at 20 yards on a 60cm face - 10 Zone Scoring

The Achievement badges in this scheme are as follows.....

140	490	575
190	500	585
250	510	595
310	520	596
350	545	597
390	555	598
425	560	599
460	565	600

- ★ To claim these badges all you need to do is to shoot a Portsmouth Round to these Scores above just once and enter the claim on to the Claim Form held by the Scheme Administrator.
- ★ Portsmouth must be witnessed.
- ★ Members can claim as many badges as they wish as long as they have submitted the Score to the Club's Records Officer or shown their witnessed scoresheet to the Scheme Administrator. NOTE: ONLY 1 BADGE PER SCORE IS PERMITTED
- ★ **Badges cost £2.00 - this must be paid to the Scheme Administrator before you are presented with the Badge**
- ★ **Scheme Administrator is Avril Bourke**




## **Alsager Company of Archers**


### **Member's Handbook 2016**




#### **d. Frostbite ACA Achievement Badges**



### Alsager Company of Archers



#### FROSTBITE ACA Achievement Badges

**FROSTBITE 140**

**Frostbite Round:** 36 arrows shot at 30 metres on a 80cm face - 10 Zone Scoring

The Achievement badges in this scheme are as follows.....

140	315	353
175	320	354
200	325	355
230	330	356
255	340	357
280	350	358
300	351	359
310	352	360

- ★ To claim these badges all you need to do is to shoot a Frostbite Round to these Scores above just once and enter the claim on to the Claim Form held by the Scheme Administrator.
- ★ Frostbite must be witnessed.
- ★ Members can claim as many badges as they wish as long as they have submitted the Score to the Club's Records Officer or shown their witnessed scoresheet to the Scheme Administrator. NOTE: ONLY 1 BADGE PER SCORE IS PERMITTED
- ★ **Badges cost £2.00** - this must be paid to the Scheme Administrator before you are presented with the Badge
- ★ Scheme Administrator is Avril Bourke



## **15 Rounds, Scoring, Handicaps and Classifications**

### **15.1 Rounds**

In Target Archery there operates a set of officially 60+ recognised Rounds that Archers can shoot. These vary from 4 dozen rounds that can be shot in with 1 ½ hours, to 6, 8, 9 and upto 12 dozen Rounds. In the Appendices you will find the following lists.....

- GNAS Metric outdoor Rounds – 10 Zone Scoring (Appendix A)
- FITA or World Archery (WA) Metric outdoor Rounds – 10 Zone Scoring (Appendix B)
- GNAS Imperial Outdoor Rounds – 5 Zone Scoring – 122cm Face (Appendix C)
- Indoor Rounds (Appendix D).

These Rounds help to give archers clear goals/objectives to shoot for each year. Not only you shoot to achieve personal bests at these rounds they also used to achieve your own personal Handicap Rating and Classification.

Your Scores will need to be processed by the Club's Records Officer so any Scores that are shot either at the Club or out Tournaments must be recorded with either recording on the Master Score Sheet. Also where possible please leave your actual Score Sheet for further verification. For Outdoor Scores the Master ScoreSheet is kept in a File in the Rack in right Hand wall above the Target Face Rack and Indoor Scores (again both at the club and at Tournament) at St. Mary's Church Hall a separate file that is normally brought out of the box kept on the Stage and placed on the Kitchen Table for members to complete as soon as they have shot their round. These Scores recorded on these Master Scoresheets are collated Amanda Biddulph who then carries out final checking/verification before sending them to the Club Records Officer who then processes the scores so that the Handicap and Classification for each score submitted can be calculated, which in turn allows members current handicap Rating and Classification to be updated. All Scores processed are also check to see if any Club Records have been broken. Some 15-20 years ago all this had to done manually but thanks to modern technology the Club used a piece of Software called 'Golden Records' which handles most of this processing.



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### **Rounds, Scoring, Handicaps and Classifications (continued)**

#### **15.2 Scoring**

The Scoring of these rounds is critical to both achieving your personal Bests but also to ensure that your Handicap Rating and Classification are accurately calculated. All Scores shot at both the Club and at Tournament should be recorded on the Master Scoresheet as mentioned earlier.

For Outdoor Rounds: In the Equipment Container you will find a Rack on the shelf on top of the Straw Bosses. In this rack you will find blank Scoresheets on which you can score your Rounds you are shooting.

For Indoor Rounds: At St.Mary's Church Hall a stack of blank Scoresheets should be placed on the Kitchen Table for members to use to score their rounds.

Please remember on these Scoresheets to

1. Enter your First Name and Surname using the same spelling each time (avoids confusing the Club's Records Officer).
2. Date Round Shot,
3. Round shot.
4. What Bow you shot the round with
5. Also mark your scores down clearly
6. In the Grand Total boxes provide on the Scoresheet please enter your final Score, total number of Hits, total number of Golds and where appropriate the total number of Xs.
7. Scoresheet must be then signed by the Archer who shot the round and also by a Witness to the round being shot.



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### **Rounds, Scoring, Handicaps and Classifications (continued)**

#### **15.3 Handicaps and Classifications**

Some general points about the Handicaps and Classifications Systems that operate in Target Archery

- Indoor and Outdoor Handicaps and Classifications are completely separate and do not affect each other.
- Outdoor handicaps and classifications run over a calendar year i.e. 1<sup>st</sup> January to 31<sup>st</sup> December
- Indoor Handicaps and Classifications run over 12 month period starting on 1<sup>st</sup> July of each year and ending on 30<sup>th</sup> June of the following year.
- To achieve your 1<sup>st</sup> Handicap Rating you need to shoot, and submit to the Club's Records Officer for assessment, 3 recognised rounds – this applies to both Indoor and Outdoor
- To achieve your first Classification you need to shoot to the required score 3 recognised rounds – this applies again to both Indoor and Outdoor, and don't forget to submit these scores to the Club's Records Officer for assessment,

#### **15.4 Handicap System**

- Handicaps Rating start at 100 with the top handicap being 0.
  - So What is a Handicap?  
The handicap system provides a way of comparing scores in different rounds. For instance archers scoring, say, 935 in a York, 881 in a Windsor and 764 in a Western have all shot to a handicap of 35 so have done equally well. Archers are awarded a handicap based on scores they have made in standard rounds recognised by the GNAS.
  - Are the handicaps the same for indoor rounds and outdoor rounds?  
No, they are completely separate systems and you can have a handicap in either or both. Your indoor handicap will probably be different to your outdoor handicap and neither will affect the other. However, the way the two handicaps work is exactly the same.
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### **Rounds, Scoring, Handicaps and Classifications (continued)**

- **How is a Handicap achieved?**  
You must shoot and score three of the recognised rounds and enter the Score details and scoresheet into the Master Scoresheet so they can be assessed and recorded by the club's Records Officer. This can be in competitions or league matches or just in practice at the Club, so long as another archer can sign to verify each score. Once you have submitted three scores the records officer will be able work out the handicap rating.
- **How do I improve my handicap?**  
Each time you shoot and score a round, submit it to the records officer and he will calculate the handicap for that score. If it is less than your current handicap, your new handicap will be the average of the two numbers, rounded up to the next whole number if necessary. Otherwise your handicap will stay the same.
- **Can my handicap ever get worse?**  
Yes, but only at the annual re-assessment. Once a year (1st January for Outdoor handicaps and 1st July for Indoor) the records officer will recalculate your handicap based on the average of the handicap ratings of your best 3 scores in the previous 12 months.
- **Can I work out my own handicap?**  
Yes, but only for your own purposes - your official handicap is the one worked out by the records officer and this will emailed out at regular intervals throughout each year. There some Handicap Tables for calculating handicaps available in the Handicap Tables section of the GNAS Rules of Shooting (tables 5 - 12). There is also an online calculator at [www.archersmate.co.uk](http://www.archersmate.co.uk)



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### **Rounds, Scoring, Handicaps and Classifications (continued)**

- What is a handicap shoot?  
Some competitions have a handicap adjusted element. This is designed to put novices and experienced archers on an equal footing. Tables 16 - 23 in the Handicap section of the GNAS Rules of Shooting are used to add an allowance to your score (known as your 'made score') to give your handicap adjusted score. The allowance is different for each handicap level and is calculated so that if you score exactly the score expected for your current handicap then your handicap adjusted score will be 1440 (the maximum score for a 12 dozen round using 10-zone scoring).  
Improving novices often win the handicap adjusted medals at competitions as they are the archers who are most likely to beat their handicap scores by a large margin.  
Several of our club Competitions are Handicap based to encourage our newcomers to join in with the rest of the club when these competitions take place.  
These include for outdoors:-
  - Targetday Competition
  - Annual Double AmericanAnd for Indoors:-
  - Targetday Competition
  - FITA18m Competition
  - Indoor Challenge
- Can I use my handicap to see how well my practice sessions are going?  
Certainly! Tables 13 - 15 in the Handicap section of the GNAS Rules of Shooting give scores for 2 dozen (5-zone scoring) and 3 dozen (10-zone scoring) at each distance for each handicap level. A useful thing to do is to calculate what score you should get at each end to equal or just beat your handicap and use this to gauge how well you are shooting. This is also a good way to spot if you need to put in more practice at a particular distance.
- Are handicaps the same for recurve, longbow and compound?  
Handicaps for the different disciplines are calculated from the same tables, but if you shoot more than one discipline you can have a separate handicap for each.



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### **Rounds, Scoring, Handicaps and Classifications (continued)**

#### **15.5 CLASSIFICATION System**

- Outdoor Classifications both for Ladies/Gents are as follows:-
  - 3<sup>rd</sup> Class
  - 2<sup>nd</sup> Class
  - 1<sup>st</sup> Class
  - Bowman
  - Junior Master Bowman (JMB) - there is a Junior Master Bowman classification in the following age groups Under 12, Under 14, Under 16 and Under 18
  - Master Bowman (MB)
  - Grand Master Bowman (GMB)

3<sup>rd</sup>, 2<sup>nd</sup>, 1<sup>st</sup> and Bowman Classifications can be achieved at the Club while JMB, MB and GMB can only be achieved at the appropriate Record Status 12 Dozen Tournament.

- Indoor Classifications are much simpler in that the following Classes are available with no Age Groups.
  - Classes are H, G, F, E D, C B and A with A CLASS being the ultimate goal of any archer
- The qualifying scores for Indoor and Outdoor Classifications as there is quite a few pages of them they are not included in this Handbook but have been printed off and laminated and placed in the back of the Master Scoresheet file.

If you would like your own personal copy they can be download form the ArcheryGB website. To do this print of page 42 to 66 of the Shooting Administration Procedures, which can be found here...

[http://www.archerygb.org/tools/documents/G0702ShootingAdminProceduresApr2014-\[17088\].pdf](http://www.archerygb.org/tools/documents/G0702ShootingAdminProceduresApr2014-[17088].pdf)

If you have any questions or would further explanation on how these systems operate please do not hesitate your club's Records Officer or ask any of the Coaches.

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### **16 Archery Organisations:**

#### **County:**

Cheshire Archery Association (CAA) – [www.cheshirearchery.org](http://www.cheshirearchery.org)

#### **Regional:**

Northern Counties Archery Society (NCAS) – [www.ncas.co.uk](http://www.ncas.co.uk)

#### **National:**

The Grand National Archery Society (GNAS)  
(also known as Archery GB) – [www.archerygb.org](http://www.archerygb.org)

#### **International:**

World Archery  
(Formerly Federation Internationale De Tir A L'Arc (FITA) – [www.worldarchery.org/](http://www.worldarchery.org/)



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### **17 Suggested Further Reading:**

Listed below are just a few books that can provide further information about Archery. Most of these can be purchased from the Archery Shops or even borrowed from your local Library.

#### **BOOKS:**

- **TOXOPHILUS** by Roger Ascham  
the first book on archery in the English language, originally written in the 1550's.
- **ARCHERY FOR BEGINNERS** by John C. Williams  
a useful and sought-after book for the newcomer to Archery.
- **THE CHALLENGE OF ARCHERY** by Don Stamp  
an excellent book for the enthusiast who has just taken up the sport.
- **ARCHERY - STEPS TO SUCCESS** by Haywood & Lewis  
a very good beginner's book.
- **ARCHERY IN ERNEST** by Roy Matthews  
considered examination of shooting form with a section on equipment and tuning.
- **SHOOTING STRAIGHT** by John Holden  
an in-depth study of currently available types of equipment and accessories including compound bows.
- **SHOOTING STARS** by John Holden  
Features 3 top UK archers and their style, equipment and their approach to doing better.

#### **ARCHERY MAGAZINES:**

- **ARCHERY UK** - Published quarterly and sent directly to each member of GNAS as part of your affiliation.

Other Magazines are available through the Archery Retailers or by Direct Subscription.

These include:-

- **The Bow** - published quarterly – [www.bow-international.com](http://www.bow-international.com)

#### **OTHER READING:**

- **Archer's Reference** - Download from [www.archersreference.pwp.blueyonderder.co.uk](http://www.archersreference.pwp.blueyonderder.co.uk)
- **Rules of Shooting / Shooting Administration Procedures (SAPS)** download from the GNAS Website ([www.archerygb.org](http://www.archerygb.org)) under Library and then Important Documents.



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### **18 Useful Websites:**

Shops and Suppliers:-

Not the complete list but some of the most popular..

[www.archeryworld.co.uk](http://www.archeryworld.co.uk)

[www.bow-plus.co.uk](http://www.bow-plus.co.uk)

[www.quicksarchery.co.uk](http://www.quicksarchery.co.uk)

[www.bowsports.com](http://www.bowsports.com)

[www.merlinarcherycentre.co.uk](http://www.merlinarcherycentre.co.uk)

[www.perrisarchery.co.uk](http://www.perrisarchery.co.uk)

[www.altservices.co.uk](http://www.altservices.co.uk)

[www.chilternonline.com](http://www.chilternonline.com)

[www.archery-ten-ring.co.uk](http://www.archery-ten-ring.co.uk)

[www.centreshot.co.uk](http://www.centreshot.co.uk)



# **Alsager Company of Archers** **Member's Handbook 2016**



## Appendix A - GNAS/ArcheryGB Officially recognised rounds

### GNAS Metric outdoor Rounds – 10 Zone Scoring

GNAS Metric Outdoor Rounds - 10 Zone Scoring																
	Dozen of Arrows at each Distance															
	122cm Face					80cm Face										
	90m	70m	60m	50m	40m	30m	20m	50m	40m	30m	20m	15m	10m	Dozen Round Arrows Shot	Total No. of Arrows	Maximum Score
Round														12	144	1440
Metric I		3	3	3				3		3				12	144	1440
Metric II			3	3					3	3				12	144	1440
Metric III				3	3					3	3			12	144	1440
Metric IV					3	3					3		3	12	144	1440
Metric V						3	3					3	3	12	144	1440
Long Metric (Gentlemen)	3	3												6	72	720
Long Metric (ladies)		3	3											6	72	720
Long Metric I		3	3											6	72	720
Long Metric II			3	3										6	72	720
Long Metric III				3	3									6	72	720
Long Metric IV					3	3								6	72	720
Long Metric V						3	3							6	72	720
Short Metric								3		3				6	72	720
Short Metric I								3		3				6	72	720
Short Metric II									3	3				6	72	720
Short Metric III										3	3			6	72	720
Short Metric IV											3		3	6	72	720
Short Metric V												3	3	6	72	720
Half Metric I		1½	1½					1½		1½				6	72	720
Half Metric II			1½	1½					1½	1½				6	72	720
Half Metric III				1½	1½					1½	1½			6	72	720
Half Metric IV					1½	1½					1½		1½	6	72	720
Half Metric V						1½	1½					1½	1½	6	72	720



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## Appendix B - GNAS/ArcheryGB Officially recognised rounds

### World Archery (WA) Metric outdoor Rounds – 10 Zone Scoring

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# Alsager Company of Archers

## Member's Handbook 2016

### Appendix C - GNAS/ArcheryGB Officially recognised rounds

#### GNAS Imperial Outdoor Rounds – 5 Zone Scoring – 122cm Face

GNAS Imperial Outdoor Round 5 Zone Scoring - 122cm Face (Scoring is 9 (gold), 7 (Red), 5 (Blue), 3 (black) and 1 (White))											
Round	Dozen of Arrows at each Distance								Dozen Round Arrows Shot	Total No. of Arrows Shot	Maximum Score
	100yds	80yds	60yds	50yds	40yds	30yds	20yds	10yds			
York	6	4	2						12	144	1296
Hereford		6	4	2					12	144	1296
Bristol I		6	4	2					12	144	1296
Bristol II			6	4	2				12	144	1296
Bristol III				6	4	2			12	144	1296
Bristol IV					6	4	2		12	144	1296
Bristol V						6	4	2	12	144	1296
St. George	3	3	3						9	108	972
Albion		3	3	3					9	108	972
Windsor			3	3	3				9	108	972
Short Windsor				3	3	3	3		9	108	972
Junior Windsor					3	3	3	3	9	108	972
Short Junior Windsor					3	3	3	3	9	108	972
New Western	4	4							8	96	864
Long Western		4	4						8	96	864
Western			4	4					8	96	864
Short Western				4	4				8	96	864
Junior Western					4	4			8	96	864
Short Junior Western						4	4		8	96	864
American			2½	2½	2½				7½	90	810
St. Nicholas					4	3			7	84	756
New National	4	2	2						6	72	648
Long National		4	2	2					6	72	648
National			4	2					6	72	648
Short National				4	2				6	72	648
Junior National					4	2			6	72	648
Short Junior National						4	2		6	72	648
New Warwick	2	2							4	48	432
Long Warwick		2	2						4	48	432
Warwick			2	2					4	48	432
Short Warwick				2	2				4	48	432
Junior Warwick					2	2			4	48	432
Short Junior Warwick						2	2		4	48	432



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## Appendix D - GNAS/ArcheryGB Officially recognised rounds

### GNAS/ArcheryGB Indoor Rounds

INDOOR ROUNDS									
Distance	16m	25m	30m	20y	20y	25y	20y	12y	18m
Face Size	40cm	60cm	80cm	50cm	40cm	60cm	Special	Special	Special
GNAS Rounds									
Brey I					2½				Full size face only
Brey II						2½			Full size face only
Stafford			6						Full size face only
Portsmouth				5					Full size or 6 Zone face
Worcester							5		Special face & Rules
Vegas								5	Special Face & Rules
FITA Recognised Rounds									
FITA 18	5								Full size or Triple faces
FITA25		5							Full size or Triple faces
Combined FITA	5	5							Full size or Triple faces
Match Round	1								Triple faces only
Club's own Rounds									
ALSAGER I							2½		Special Face & Rules
ALSAGER II							5		Special Face & Rules
Junior Alsager II								5	Special Face & Rules

Scoring is 10 Zone scoring with Inner Gold being 10, Outer Gold being 9, Inner Red being 8, Outer Red being 7 same applies to the remaining colours

The only exceptions to this scoring is the Worcester and ALSAGCR I,II and Junior ALSAGCR II rounds where the scoring is 5,4,3,2,1.

On Worcester and all the other Indoor Rounds Line Cutter count HIGH

ALSAGCR I, ALSAGCR II and JUNIOR ALSAGCR Rounds line cutters count LOW!

Scoring is 10 Zone scoring with Inner Gold being 10, Outer Gold being 9, Inner Red being 8, Outer Red being 7 same's applies to the remaining colours  
The only exceptions to this scoring is the Worcester and ALSAGER I,II and Junior ALSAGER II rounds where the scoring is 5,4,3,2,1.

On Worcester and all the other Indoor Rounds Line Cutters count HIGH

ALSAGER I, ALSAGER II and JUNIOR ALSAGER Rounds line cutters count LOW!



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## Appendix E - General Risk Assessment.

### **Related Documentation:**

Current shooting guidelines as laid out by the GB Archery governing body, The Grand National Archery Society (GNAS) also known as Archery GB.  
 ACA Club Handbook and Constitution.

**Location:** Cranberry Lane Archery Club (Outdoor Archery Venue).

The following potential hazards have been identified and the existing control measures established to ensure that the risk from them is eliminated or, where this is not possible, minimised.

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<i>Activity</i>	<i>Potential Hazard</i>	<i>Existing Control Measures</i>
Normal Archery shooting activities on the shooting field.	Arrows in flight, potential to strike persons.	<p>The field is to be laid out as per Appendix A and B. This includes metal fencing to all sides around the grounds with the minimum separation of the shooting area from the borders and buildings being 20m with a 50m overshoot area after 90m target line.</p> <p>All archers to have completed a four hour induction course on archery safety, etiquette, equipment and shooting basics.</p> <p>Archers to be judged to be competent to shoot as judged by the club coaching group and club committee.</p> <p>Shooting to be controlled by a nominated target captain who has responsibility for the field shooting line, both for commencement of shooting and collection.</p> <p>Junior archers (defined as less than 18 years of age) are to be supervised during all shooting activities by designated club coaches and parents.</p>
	Injury caused by defective equipment (bows/arrows).	<p>It is the responsibility of the individual archer to assess the safe shooting status of the individual's equipment, arrows (and bows) are to be checked during shooting to ensure they are not damaged and safe to shoot. A potentially unsafe piece of equipment must be removed from shooting service until repaired.</p>



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		<p>The club owned equipment must be maintained by the club and inspected regularly by competent club members.</p>
	<p>Ergonomic strain from lifting and carrying activities.</p>	<p>The boss's and stands shall be lifted and carried according to the target assembly instructions, and training provided during beginners course (also in the club handbook). Whenever possible two persons should share lifting activities and use proper manual handling techniques.</p>
	<p>Trip hazards from equipment on the field.</p>	<p>All shooting equipment should be kept behind the waiting line and as required taken to the shooting line for shooting to commence. Bows should be kept on stands when not in use and kept in an orderly fashion. Running on the shooting field is strongly discouraged.</p>
		<p>The target stands are roped to the ground and are a potential trip hazard all members are aware of this and should act accordingly.</p>
		<p>All high visibility flags used for marking-out the field should have protective end caps to protect against injury from falling on them.</p>
		<p>Any potential trip hazard that can not be removed should be clearly labelled.</p>
	<p>Trip hazards around the storage containers.</p>	<p>The ramp to the main equipment container should be covered in an anti-slip material to help reduce the likelihood of slippage when it is wet (from rain).</p>
Access and Egress to the shooting ground.	<p>Vehicle movements on the school ground.</p>	<p>All vehicles should not exceed 5mph on the school grounds.</p> <p>Care should be taken driving on school property with specific care for pedestrians (especially children) in the area.</p>
	<p>Non-competent archers access to the shooting ground.</p>	<p>Only approved archers are permitted individual access to the shooting field, by way of private keys or key code access (and Cheshire padlock). The approved archers must be given access to the field by way of committee agreement after the individual has proven responsibility over a period of not less than 6 months.</p>
Housekeeping.	<p>Injury caused by falling over carelessly stored material.</p>	<p>All materials, tools and equipment shall be stored in a tidy manner and the field (including containers) shall be kept tidy by the membership.</p>



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<p>Injury from the nock end of the arrow.</p>	<p>Persons can walk into the rear end of the arrows that are embedded in the targets at body height.</p> <p>Persons can injure legs by walking into the back of arrows that are sticking in the ground.</p> <p>Injury caused from arrows being pulled from targets and striking other archers.</p>	<p>All archers are informed of the hazards posed from the nock end of the arrow during the required beginners courses, training on how to remove arrows from targets is included. Running on the shooting field is strongly discouraged.</p> <p>All archers are informed of the hazards posed from the nock end of the arrow during the required beginners courses, training on how to remove arrows from targets is included. Running on the shooting field is strongly discouraged.</p> <p>All archers are informed of the hazards posed from the nock end of the arrow during the required beginners courses, training on how to remove arrows from targets is included. All archers should have awareness of standing behind a fellow archer who is pulling out arrows.</p>
<p>Lost Arrows left in the ground.</p>	<p>Shooting grounds shared with the Cranberry school. Children playing on the field could be at risk to arrows left in the ground.</p>	<p>Full carbon arrows are not permitted to be shot on the school field due to the ease at which they can be lost (metal detector does not work on them) and the risk posed from carbon splinters (aluminium/carbon hybrids are permitted).</p> <p>Any lost arrows are reported to both the school and the club secretary, only after extensive searching is unsuccessful.</p>



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**Location:** Sandbach (St Mary's) Church Hall (Indoor archery venue).

The following potential hazards have been identified and the existing control measures established to ensure that the risk from them is eliminated or, where this is not possible, minimised.

<i>Activity</i>	<b>Potential Hazard</b>	<i>Existing Control Measures</i>
Normal Archery shooting activities at the Sandbach indoor venue.	Arrows in flight, potential to strike persons.	<p>The Hall is to be laid out with the direction of shooting at the stage (from the kitchen end of the hall) with a backstop netting covering the stage end of the Hall, as much as possible.</p> <p>All archers to have completed a minimum four hour induction course on archery safety, etiquette, equipment and shooting basics.</p> <p>Archers to be judged to be competent to shoot as assessed by the membership and club committee.</p> <p>Shooting to be controlled by a nominated target captain who has responsibility for the venue shooting line, both for commencement of shooting and collection.</p> <p>Junior archers (defined as less than 18 years of age) are to be supervised during all shooting activities by designated club coaches and parents.</p> <p>Door access to the hall are to be closed, signed as "Danger – Archery in Progress" and a Physical obstruction of tables next to the doors during shooting.</p>
	Injury caused by defective equipment (bows/arrows).	<p>It is the responsibility of the individual archer to assess the safe shooting status of the individual's equipment, arrows (and bows) are to be checked during shooting to ensure they are not damaged and safe to shoot. A potentially unsafe piece of equipment must be removed from shooting service until repaired.</p> <p>The club owned equipment must be maintained by the club and inspected regularly by competent club members.</p>



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<p>Trip hazards from equipment in the venue.</p>		<p>All shooting equipment should be kept behind the waiting line and as required taken to the shooting line for shooting to commence. Bows should be kept on stands when not in use and kept in an orderly fashion. Space for equipment indoors is very restricted and individual's actions should reflect this accordingly. Running in the venue is strongly discouraged.</p>
<p>Ergonomic strain from lifting and carrying activities.</p>		<p>The boss's and stands shall be lifted and carried according to the target assembly instructions, and training provided during beginners course (also in the club handbook). Whenever possible two persons should share lifting activities and use proper manual handling techniques. The back stop netting and related equipment is particularly cumbersome and heavy and should be handled accordingly. Passing equipment down from the stage storage area to the shooting level should be performed with caution due to the height and size of equipment being handled.</p>
<p>Access and Egress to the shooting Venue.</p>	<p>Non-competent archers access to the shooting ground.</p>	<p>Only approved archers are permitted key access to the shooting hall, by way of private keys controlled by the committee.</p>
<p>Housekeeping.</p>	<p>Injury caused by carelessly stored material.</p>	<p>All materials, tools and equipment shall be stored in a tidy manner (mainly on the stage area) at the venue and shall be kept tidy by the membership.</p>
<p>Injury from the nock end of the arrow.</p>	<p>Persons can walk into the rear end of the arrows that are embedded in the targets at body height.</p>	<p>All archers are informed of the hazards posed from the nock end of the arrow during the required beginners courses, training on how to remove arrows from targets is included. Running in the shooting venue is strongly discouraged.</p>
	<p>Injury caused from arrows being pulled from targets and striking other archers.</p>	<p>All archers are informed of the hazards posed from the nock end of the arrow during the required beginners courses, training on how to remove arrows from targets is included. All archers should have awareness of standing behind a fellow archer who is pulling out arrows.</p>
<p>Hot drinks in the shooting venue</p>	<p>Hot Drinks are available during indoor shooting.</p>	<p>Care is to be taken with hot drinks in the space restrictive indoor shooting venue, drinks should be kept within the kitchen area and not taken into the main hall, shooting area.</p>



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The outcome of this Risk Assessment is that both outdoor and indoor areas are deemed safe for the Sport of Archery.

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### **Appendix E.i – Cranberry Lane Outdoor shooting venue – Layout.**

The Green Boarder shows the security fencing around the school and site.

The Blue lines are the Access and egress gates for the site.

The Red area is the dedicated shooting area.





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### **Appendix E.ii – Cranberry Lane Outdoor shooting venue – Layout.**



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Cranberry lane, Alsager, Staffs.

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