

WHEN DO WE SHOOT ?

We have two shooting seasons: **Summer** outdoor season which runs from the beginning of April to the end of October and the **Winter** indoor/outdoor season which runs from October to the end of March.

Our Club shooting days are:

SUMMER – Outdoors at Altcar Training Camp: **Saturday & Sunday**: 14:00 – 18:00; **Wednesday & Friday**: 17:00 – dusk or 21:00.

WINTER – Indoors at Formby High School: **Wednesday**: 17:00 – 21:00 **AND** Outdoors at Altcar Training Camp: **Saturday**: 12:00 – 16:00 (obviously subject to the weather).

DO WE HAVE SPORTS INSURANCE ?

Yes, HEA provides insurance cover for both the Club and Members. You can view the full details of the cover provided on our website.

HOW DO I SIGN IN ?

All archers must register their attendance at all sessions by entering their name in the HEA signing in book before shooting, this will ensure that you are covered by our insurance, if you don't sign in you **will not** be covered and you may also be liable for an incident. For the foreseeable future we are continuing to operate with pre-booked shooting slots. You can fill in a range booking request form on the Members webpage. Please ask a member of Committee for the password - **to keep our website secure, please do not share the password with anyone, thank you.**

Altcar Range – During the Summer or Winter - Outdoor sessions when shooting at Altcar you will need to sign in at the Security Office at the Main Gate to gain access to the site. Due to security measures, you will also need to pre-register your attendance via our online booking request on the Members webpage of our website as follows: **for Weekend Sessions notification is required by 19:00 on the Tuesday before the shoot OR for Wednesday Sessions by 19:00 on the Thursday before the shoot AND for Friday Sessions by 19:00 on the Monday before the shoot.**

If you fail to pre-register you will not be allowed on site... without exception. Once you have pre-registered please check the "Range Availability" page on our website to ensure your name has been included on this list. Please ensure you bring your security pass with you every time you attend a session at Altcar, as you will need this to sign in at the Security Office at the Main Gate. Once on site please display your pass in your vehicle windscreen when parked.

DO WE HAVE TO SET UP THE RANGE AND CLEAR AWAY ?

At normal shooting sessions all members are **expected** to arrive early to help set up the range and clear away at the end of shooting. Please speak to a Coach who will explain how we set up, take down and store the equipment. **If you have any medical/health issues that prevent you from assisting with the range set-up please let us know, as we don't want to cause you any injury or stress.**

WHAT ROUNDS ARE SHOT AT THE CLUB ?

There is a large variety of rounds shot throughout the year, both imperial and metric, the shooting schedule is available on the Members webpage. But you're not obliged to shoot any rounds, you may just wish to come along and shoot your bow. Specifically, outdoors (summer) the 252 round is shot over four consecutive days once a month, with the Bray1 round shot once per month indoors. All other rounds are shot as scheduled.

HOW DO I SUBMIT A SCORE ?

We have three methods for submitting a score following a successful round shot under club rules. There is a form on the Members webpage. Usually there is a binder at the range (**yellow indoors and blue outdoors**) to enter the scores. Alternatively, you can send an email to the club at: highelmarchers@gmail.com with the subject 'Score Submission' and the appropriate information not just the score: **date; round shot; bow type; & score.**

I HAVE LOST AN ARROW(S). WHAT DO I DO IF I CAN'T FIND IT/THEM ?

If an arrow can't be found following a significant search, usually with the assistance of other members, possibly using our Metal Detector, you should immediately notify a member of Committee or a Coach and also enter the details into the Lost Arrow reporting book.

ARE ANY BADGES, CLASSIFICATIONS OR AWARDS AVAILABLE ?

Gaining a Handicap - Each archer has two handicaps for each bow style that they shoot, one for the indoor season and one for the outdoor season. Once an archer has an initial handicap (gained at a "Club Target Day"), this is reassessed each time a new score is submitted.

To qualify for a Classification, Archer's must shoot at least two qualifying rounds for an "Archer" class or three qualifying rounds for a "Bowman" class in a season. Classifications can only be gained at a "Club Target Day" during the outdoor season. NOTE: we usually calculate initial "Archer" classifications based on 3 scores as beginners are encouraged to shoot Warwick Rounds (4 dozen) so need 3 scores to shoot 12 dozen arrows.

High Elm Archers presents Awards for the most improved handicaps at the end of each season. Handicaps are only applied when shooting in a handicap tournament, but are useful for tracking progress. Badges are available to purchase from the Tournament Officer once various outdoor/indoor rounds and classifications are achieved.

WHAT SHOULD I DO IF I HAVE AN ACCIDENT ?

There is a First Aid Kit available at both venues, if necessary seek assistance. The kits will be stored in the storage containers but will be located in the Troop Shelter at Altcar and in the Sports Hall at Formby High School during shooting sessions. There will also be an Accident Book at the same locations which MUST be filled in to report all incidents.

ARE REFRESHMENTS AVAILABLE ?

Tea, Coffee and Biscuits are usually available (for a small fee) at both venues. Toilet facilities are also available

DO WE HAVE CLUB MERCHANDISE ?

There is a range of club merchandise available for members, including polo shirts, fleece jackets, baseball hats and badges. We do not hold stocks of clothing items which are purchased to order via the Members webpage.

WHAT MEANS OF COMMUNICATION DO WE USE ?

We have recently set up the 'Telegram' Instant Messaging app., available on both Android and Apple phones. We would advise all members to use this IM system, which can be used to notify us if you are unable to attend a shoot at short notice or to receive urgent information re. cancelled shoots etc. **plus anything else pertaining to the club.** We also have the website (see below) and a Club email address for general correspondence (see above) members can also, *if they wish*, log into our Facebook page.

HOW DO I ENGAGE WITH THE CLUB COMMITTEE ?

Submit questions, propose topics, share ideas or register a complaint.

Please feel free to use the form in the Members area of our website to ask a question of the committee, table a topic for discussion at the next committee meeting or send in a suggestion for something you would like to see the club do or lodge a complaint etc. ***Or you could just talk to a committee member.***

GENERAL

There is more detailed information and advice available on our website at: <https://highelmarchers.co.uk> If you have a question not covered here, **please ask a Coach or Committee member who will be happy to help.**