



PA INC.

MEMBERS INFORMATION & HANDBOOK

Archery can be enjoyed by everyone: It is a sport for all seasons and for all people, whatever the age, gender or level of physical ability. It is also a very versatile sport, since it can be as simple or as involved as the archer wishes.

Forward

The Pioneer Archers is newest metropolitan archery club and was established in October 2011 and became an affiliated club in 2012.

Like most sporting clubs we are affiliated to the State and National Governing bodies. As an incorporated Association our constitution and rules are registered under the Associations Incorporations Act 1987. A copy of the Clubs Constitution is available to be downloaded from the club web site at www.pioneerarchers.com. If you don't have access to the internet please ask for a copy to be provided to you.

The information contained within this booklet is designed to provide an overview of the club and the rules and safety requirements associated with this ancient sport.

On behalf of the Committee of Management, I welcome you to the club and hope that we have a long association and that you find this sport as rewarding as we all have.

Chairperson
Pioneer Archers Inc.

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Archery in WA and Australia

The majority of archery clubs in Australia are affiliates to a local governing body, in WA each member of our club is also a member of Archery Western Australia (AWA). In turn each regional governing body or RGB's as they are referred to, are members of Archery Australia (AA) who in turn is a member of the International Archery Federation, Federation Internationale De Tiir A L'Arc now known as World Archery.

Membership to AWA is a mandatory requirement so as to ensure that each member is covered by a Public Liability Insurance. Membership to AWA also means that you can enter into competitions and tournaments run by other archery clubs and the State and National bodies. Membership fees are paid annually based on your date of joining.

Club Structure

If you have become a member after attending one of our Introductory Instruction and Coaching Course's, you would have already been exposed to some of our club officials. Please refer to the Constitution (Rule 10) for a list of the official position of the Committee of Management. On pages 10 and 11 of this booklet we have provided a space so that you can record who the current office bearers are.

There are also a number of other positions within the committee, such as Web Master, and Social Club Committee. From time to time the committee of management will form sub-committee to address certain issues; positions on these sub-committees are open to the general membership. All positions are voluntary and a list of the current office holders is on the club web site.

Safety

The equipment used in the sport of Archery has its roots in hunting and warfare and with the advent of recent technologies the bows of today are very powerful and can cause considerable harm to a person if used in an unsafe manner.

In 1999 the WA State Government introduced legislation known as the Weapons Act. A Bow and Arrow are now considered to be a **'Controlled Weapon'**. This means that you must have a lawful excuse for having one. Whilst there is currently no requirement for bows to be licenced or the owners registered, the sport can remain exempt from such requirements if they are used in a responsible manner. It is responsibility of each archer, Clubs and State Governing Bodies to ensure that we remain proactive in the promotion of a safe shooting environment.

The following rules and shooting etiquette are to be observed;

Shooting Control

Shooting control shall be in accordance with the World Archery and/or AA rulebooks. Ends are not normally timed on Club days (but will be at tournaments).

Shooting control is normally by whistle:

- ✓ Two blasts of the whistle indicate that you may take your place on the shooting line.
- ✓ One blast of the whistle indicates you may begin shooting. Do not raise your bow until this whistle is blown.
- ✓ Three whistle blasts signify that the end is complete and you may move forward to score your arrows.
- ✓ If there is any danger or if something needs to be rectified on the target butts, then multiple blasts of the whistle during shooting means that everyone **MUST CEASE SHOOTING IMMEDIATELY**. You must remove any arrow that is in your bow and place it back in your quiver, then step back from the line and wait for the Director of Shooting (DoS) to signal that it is safe to recommence.
- ✓ When it is safe to recommence the end, the DoS will blow one blast on the whistle.

Equipment failure:

If you have an equipment problem, hold your bow above your head.

This will alert the DoS, so that arrangements can be made for you to repair the fault and then either complete the end, or shoot “make-up” arrows later on.

General Safety Rules

- ✓ A bow must never be loaded with an arrow unless the archer is standing on the “Shooting Line” and the signal to start shooting has been given.
- ✓ A loaded bow must only be pointed at the assigned target. It must never be pointed at another person.
- ✓ Never “dry fire” a bow (i.e. without an arrow in it) – you could destroy it.
- ✓ Never shoot an arrow straight up into the air. It can end up hitting another person or yourself.
- ✓ Archery equipment must only be used in places that are especially set up for target practice.
- ✓ Never shoot a cracked or bent arrow – check your equipment each time before use.
- ✓ When proceeding to the target to collect your arrows **walk, never run**.
- ✓ Always walk up to the **side** of the target butt, so as not to accidentally walk into the arrows lodged in the target or the ground.
- ✓ Open shoes, camouflage (in field shoots) or no shirt or sleeveless tops are not suitable while shooting, and are not permitted.
- ✓ Always string a longbow or recurve bow in the correct manner. This will reduce the possibility of damage to the bow and injury to the archer.
- ✓ Be sun-smart – wear a hat & sunscreen, and on hot days, remember to drink plenty of water.

- ✓ I-pods (or similar devices) are **not permitted** anywhere on the shooting line or target (or field) ground. Mobiles phones should to either turned off or placed on silent or vibrate mode.
- ✓ Young children must be kept under control at all times, and they are not normally permitted on the target ground unless under the direct control of an adult.

Archery Etiquette – Some Do's & Don'ts

Do's

- ✓ We are all here to enjoy the sport, help set up and pack away the equipment that is used on the day.
- ✓ When you've finished shooting, step back from the line (so that the DoS can see that you've finished).
- ✓ Introduce yourself to others, knowledge comes with experience you never know what you may learn that will help you in the sport.
- ✓ Keep your spotting scope under control – make sure you leave room for others.
- ✓ Those not scoring should be pulling arrows.
- ✓ Do help others look for lost arrows. (we all miss the target on occasions)

Don'ts

- ✓ Never touch another archer's equipment without permission - ever!!!
- ✓ Do not distract others if you are not shooting.
- ✓ Noise – please consider others who are still shooting – some people are very sensitive to “noisemakers”. Whilst talking and making noise behind the shooting line is not “against the rules”, talking loudly is inconsiderate and is regarded as bad manners.
- ✓ If using a spotting scope, do not sight your last arrow at the end of the end.
- ✓ At the target: Do not touch either the target or any arrows until scoring is complete – you could knock a loose arrow out of the face and cost someone several points.

Unsportsmanlike conduct will not be tolerated.

General Saturday Operations

This section is not meant as a substitute for reading the AA and World Archery Rulebooks, but should be read as a general guide on how things work at a programmed shoot both at the club and at other events.

Beginners please note: Never be afraid to ask questions if you don't understand what's going on – we have all been newbies at some stage, and most archers are quite happy to explain the procedures.

Our Saturday competition (for members) usually commences at the following times:

- General target between 9:00 – 9:30 am

The setting up of the ground usually starts about 8:00am and involves the setting out of shooting lines, Shooting lanes, safety barriers and signage and the deployment of the target butts at the required distances. All members are encouraged to take an active role in setting up and packing away of the club equipment, as many hands make light work.

Shooting is not permitted 30 minutes before start time so that the targets can be set up in safety. Shooting is not permitted for 15 minutes after completion of the shoot.

The shoot for the day is on the calendar on our website. Each archer is responsible for deciding which distance/round they shoot (ask someone if you do not know) and for helping to set up and put away their own target.

The DoS (Director of Shooting) has absolute control of all shooting once the shoot has started. The DoS will announce when it is 5 minutes before shooting begins – both at the start of the shoot and also at the end of the mid-time break.

The Rulebooks

There are two Rulebooks used in Australian competitions:

- ❖ World Archery Rules (the white rulebook) are used in State and National events.
- ❖ Archery Australia Rules (the green book) usually apply where World Archery rules do not, and there are some minor differences. Club shoots on a Saturday are generally conducted to AA Rules.

Copies of the Rulebooks can be purchased through AA or can be downloaded from the AA and World Archery websites.

If you are planning to enter a Tournament, get yourself a copy of the appropriate Rulebook and read it – *and then ask questions*. We have a number of archers who have shot in official tournaments; and they are always happy to explain “The Rules” – all you need do is ask.

“The Rules”, as used at Club level are not as formal as might be applied during official Tournaments, and there are some minor differences from the official Tournament Rules.

However the club does hold a number member only club tournaments, these are run in accordance with the rules. The purpose of these tournament is to give archers exposure to the correct rules when shooting in AWA – AA events.

Some general notes about scoring

- Usually one person does the scoring for all the archers on that target.
- Score sheets must be filled in correctly with all of your details EVERY time. If it is not filled in correctly, it may be rejected by the Recorder.
- Each person shooting is responsible for calling their own arrow values or asking someone to do it for them if they can't.
- Arrow scores should be announced clearly so that the scorer can hear.
- If you have more than one arrow scoring the same eg. 3 arrows in the blue 6 zone, say 'six, six, six' and not 'three sixes' otherwise the scorer might mistake the score for a 3 and a 6.
- Any non-scoring arrows must be called as a 'miss'. A miss is shown on the score sheet as an 'M'.
- Arrows are called from the highest scoring one to the lowest. Eg. "ten, nine, seven, six, six, miss".
- If there is an arrow in the very centre circle of the gold this is called as an 'X' and counts as a 10. The scorer records an X. X's are used as a tie-breaker, if required
- If an arrow is touching a line between two zones then the arrow is scored in the higher zone.
- If you cannot decide whether the arrow is touching the line or not, ask your fellow archers at the target. If you are at a tournament then a judge will be called to decide the value of the arrow.
- Once scoring is complete one or two people at the target pull all the arrows. This is done from the side of the target – don't pull from the front – you might stab yourself! If you are not pulling arrows then stand clear of the target.
- If an arrow is hit directly down the shaft by another arrow (known as a Robin Hood) then both arrows score whatever the arrow in the target face scores.
- If you are shooting in a tournament you will be required to 'mark the arrow holes'. This means you put a mark on the target face next to each arrow AFTER it has been scored but before pulling them out. This is in case a later arrow bounces out of the target. An un-marked hole will indicate where it hit the face.
- At the end of the shoot, each archer must sign the scoresheet. Check it before you sign it!
- We track the number of arrows that are shot into each target butt as part of our equipment management and butt refurbishment program. Each stand has a target-butt number on it and should be recorded on the scoresheet in the appropriate section.

Some general notes about Target shooting

- Most Rounds begin with two 3-arrow ends for sighting before the scoring ends begin. The DoS will warn you before he blows the whistle. E.g. "First 3 arrow practice-end". OR "First 6 arrow scoring end".

- Your feet should normally straddle the shooting line. You *must* have at least one foot behind the line at all times while shooting.
- An end of 6 arrows normally takes around 4 minutes. This time limit is not normally enforced on Club days unless someone is excessively slow; then ends will be timed.
- If a problem arises at your target butt (eg. The face comes loose), alert the DoS so that the whistle can be blown to move people back from the line and the target fixed in safety.
- Once all arrows have been scored and collected, move back behind the shooting line to the equipment line so that the DoS can see that the shooting area is clear and shooting can begin again.

Some general notes about Field shooting

- There are no “practice” ends in Field archery. At tournaments, a warm-up range will be set up, but there is no practise on the course.
- Shooting for field is not controlled by a whistle or central DoS, therefore it is up to individual groups to ensure that they and those around them are safe at all times.
- Groups of (max) 4 archers proceed around the field course (usually shooting at each target in pairs). You shoot 3 arrows (World Archery field) or 4 arrows (National Round) at each target in turn (It’s a bit like golf, but not nearly as frustrating!!!). The size of the targets varies from 20cm to 80cm, and the shooting pegs are set at varying distances (from 5m to 60m depending on the size of the target face). You will need good sight marks from 10m to 60m in 5m increments.
- Your group may not necessarily start at Target #1 however they must proceed forward from whichever target they do start from. Never walk backwards around a field course for any reason, as you may walk behind targets being shot at, or in front of other archers.
- Archers shoot from different pegs, which mark the distance to the target. There are Yellow, Blue and Red pegs. Check the Rulebook for information on which age divisions shoot which pegs.
- Archers may stand at a max distance of 1 metre away from the peg, as long as no part of their body is in front of it, this means that you do not straddle the shooting “line” as is done in target shooting – both feet must be behind the peg.
- In field, your detail is very important – this is a letter you are assigned and in club shoots is usually decided by the group. This letter (A, B, C or D) determines what order you shoot in.
- For field, archers shoot in alternating details, that is, archers A and B will shoot the first target first, then CD second. For the next target, CD will shoot first, AB second etc.
- Your detail determines which target(s) you shoot. This is important for the 20cm and 40cm faces, for which there are multiple targets on the one butt.
- If you are shooting first on 40cm faces (4 Spot), you and your partner will shoot the top two faces, and the two following archers will shoot the bottom two. This will vary from target to target, as different archers will be shooting first each time.
- If you are shooting first on 20cm faces (Bugseyes) you and your partner will shoot the 1st and 3rd columns of faces from the left hand side of the target respectively. The other pair will

shoot the 2nd and 4th columns of faces from the left. Again, this will vary from target to target, as different archers will be shooting first each time.

- The Field Rules may, at first, appear complicated, however it is a challenging, and very satisfying event for most archers.
- If ever you are unsure of what to do, do not hesitate to ask other members of your group, and make sure you all agree which face to shoot before shooting as if you shoot the wrong face, you will lose the entire score for that arrow.

Some general notes about Clout shooting

- Shooting Control is by whistle (the same as target).
- When moving up to the clout to score please approach the Clout from the side and NOT through the centre of arrows. The ground will be marked with a rope of safety tape.
- Each scoring area on the rope has one person who collects all the arrows in that zone as the rope moves around. If an arrow is “on the line” then the higher score is taken.
- There are 10 scoring zones – just like target shooting.
- When pulling arrows out of the ground they need to be pulled straight and carefully in the opposite direction they went in. i.e. If an arrow is lying very flat then pull it out flat. This is to prevent bending the arrow. Bend with your knees rather than your back otherwise your back will be very tired by the end of the day.
- Once all the arrows are collected they are laid across the rope so that the arrows are pointing in the opposite direction to the arrows in the scoring areas on either side (the odds all point one way & the evens all point the other way). This will become clear the first time you see it done.
- There is usually one scorer for four archers. Find your arrows in the different scoring zones and when your name is called call the arrows as for target scoring.
- Do not touch, or pick up your arrows until the DoS says that scoring is complete.
- You must not take any arrows into the Clout area (leave your spares at the shooting line).

Uniform

The Club has a registered uniform and a nominated club logo. It consists of a green and white shirt, and khaki lower body garments. The club has made arrangements with a supplier for the garments and to have the embroidery done. The club logo placed on the shirt and the clubs web site address on the back, this is all included in the cost of the shirt. The option of having your name embroidered on the front is also something we encourage.

Members are encouraged to wear club uniform or whites to all Saturday Club shoots and if entering an interclub or AWA event strict dress codes are enforced. This is usually the member's Club

Uniform, State Uniform or all Whites. **Note:** Blues Jeans will not be accepted as part of our uniform for such events.

Club Website

The club operates a comprehensive web site that has all the information that an archer may wish to avail themselves too.

From the home page you can navigate around the sight using a menu and links within each page the selection options are:

- Members Portal
- Officials
- Club Policies
- Archer Lessons
- Photo Gallery
- Links

From the **Members Portal** page you can access the following information:

- Club Calendars* – The current Calendar for this year and next year,
- Members Results* – Each member has a Club Membership number and the results for the current year can be viewed from the linked page.
- Know your Rounds* - All the current AWA/AA and club rounds are listed from this link and the listing includes total arrows shot, distances, face size and number of arrows shoot, maximum score and Rating table used for each round.
- Classification Requirements* – The linked page displayed lists the rating requirements for each classification based on bow type and age class for the different disciplines.
- Medals to Achieve* - This is an Archery Australia document that shows all the different awards that can be achieved in archery and that only available to affiliated members.
- Club Championship Ranking* - The club runs a ranking system for its Championships; the rounds required for ranking are shot numerous times during the year. This gives archers the opportunity to improve their ranking throughout the year. The link is updates after each ranking round.
- What you need to score-* This links you to a page were you can access a document that for your particular age group and style of shooting and will give you the score required for each classification requirement for each round shot.

Rating Calculator- This is a web based system for working out the rating guide for each round by inputting the distance, face size and number of arrows shot.

There are also a number of other documents that relate to Bow set up, bow tuning and the latest shooting techniques and arrow selection charts. From the menu system you can then access the **Recorder's Corner** which will give you access the Monthly Recorders report on records that have been shot.

Club Records- All club records can be accessed from the menu and you can then access each record for the rounds that have been shot at the club based on bow type, gender and division.

National Records: These are the current Archery Australia National Tournament Records.

From the **Officials** page you can access the following information:

Committee of Management- The page lists the current members of the committee of management and people who have been appointed to the different positions within the club.

Minutes: All the minutes from previous Committee of Management, Special General Meetings and Annual General Meetings can be accessed for this page.

Notices/Draft Polices and Reports: All general notices and draft reports are provided from on this page

From the **Club Polices** page you can access the following information:

Strategic Planning- The Club Constitution, By-laws and the Strategic Plan are available for download from this page.

Job Descriptions- As the title suggests every position in the club has a Job Description which provide some guidance on what is expected from the officer holding the position.

*Policies and Procedures-*Every policy that has been accepted by the club membership is posted here for download.

Information- Any general information and guidance notes that are developed will be posted here for download (including this handbook)

Forms- Any form that has been developed by the club can be accessed from this location including our scoresheets.

From the **Archery Lessons** page you can access the following information:

This page contains all the information for people who want to try the sport and make a booking on one of our archery lesson courses.

From the **Photo Gallery and Links** page you can access the following information:

A collection of photos of our club members visiting other archery venues, and shooting on our home grounds. The links page will provide information on the Archery Clubs affiliated with Archery WA and archery equipment suppliers.

We also run a Facebook page which can be found by searching for Pioneer Archers on facebook.

Conclusion

This booklet contains a lot of information. There is an expectation, as a new club member, that you will familiarise yourself with the content and rules. Over time, you will find that these will become more familiar, and through your membership with the club your experience in the sport will be more enjoyable.

Good Luck in your archery, and as our club logo says “Go for Gold”

Acknowledgements and Additional Information Sources

Some of the information provided in this booklet has been reproduced from documents and articles on the internet. We acknowledge the time and effort that the authors of the information have spent in providing that information and the valuable contribution that they have made in promoting the sport and Archery.

Additional information can be found on the following web sites;

<http://www.archery.org/> - World Archery

<http://www.archery.org.au/> - Archery Australia (AA)

<http://www.archerywa.com.au/> - Archery Western Australia (AWA)

<http://www.pioneerarchers.com/> - The Clubs web site

OFFICER BEARERS

Please take the time to introduce yourself to the current office bearers and write down their name and contact details for future reference.

Position	Name	Contact
Chairperson		
Vice Chairperson		
Secretary		secretary@pioneerarchers.com
Treasurer		
Recorder		recorder@pioneerarchers.com
AWA Delegate		
Equipment Officer		
Director of Shooting (DoS)		
AWA Junior Representative		
Publicity Officer		
Webmaster		webmaster@pioneerarchers.com

Coach/Instructor		

Notes

This is a compilation table of Manual 501 and includes the amendments made to the document by the Committee of Management. This table does not form part of the document.

Compilation table

Date	Version	Clauses Amended	Details and Comments
02/02/2012	1.0	All	New Document
07/07/2013	1.1	Web Site	<i>Included details of Club Web Site</i>