

Safety guidelines for AKA Instructors

The Australian Kyudo Association has an unblemished record with safety: we'd all like to maintain it that way for the good of our students. But with any weapon Art there is always the possibility for injury or a near-miss if we don't continually evaluate and improve our safety precautions. These model safety guidelines should serve as absolute minimum requirements. Please make them venue-specific by looking at the risks and hazards associated with where you practice and then appending your own safety rules.

1. Dojo leaders and seniors who may be called upon to instruct *must* be registered with the Australian Kyudo Association in order to be covered by our indemnity insurance. As at 19th June 2016 only 1st Dan and above AKA members may be deemed instructors within Australia.
2. Instructors need to take every care *all* students attending their club are members of the Association in order not to void our indemnity and personal injury insurance. If a student is on a beginner's course at their dojo then they may be covered for *four sessions* at the Association's expense providing the student has been registered as a beginner beforehand.
3. The dojo leader should consider themselves *wholly* responsible for the safe operation of the dojo and the supervision of safety at their practice sessions. In their absence, the next most senior instructor must take this responsibility.
4. It is the duty of instructors to familiarise themselves with the safety aspects of practice at any venue. Please consider if something looking like a near-miss requires practice to be stopped until the causes are established and measures put in place to prevent a re-occurrence. Also it would be beneficial to keep a dojo log-book as an ongoing record of near-misses, incidents, observations and improvements.
5. Where a practice session is at a venue which can be accessed by the public then all entrance doors or approaches to the practice area, unless they can be locked, should carry prominent notices warning the public that shooting is in progress. If they cannot be locked then they will require constant monitoring by someone who can immediately stop the practice should a member of public enter. All possible entrances beyond the shooting line must be closed & secured during shooting.
6. Public access should only be allowed with appropriate supervision and then only to the established viewing areas behind the shooting line.
7. Use of private locations like one's garden and public property (parks, common land, and the like) may not be covered under our insurance.
8. The layout of the practice area should follow the standard arrangement for kyudojo facilities. This arrangement will be slightly different between venues and the shooting facilities available but should take into consideration the protection of property and people as *absolute* requirements.
9. Students should use the appropriate shooting equipment which is correctly set up and maintained, with the instructor having fully briefed the student beforehand. Periodic inspections of equipment should be carried out by the dojo leader or instructor.
10. No student may shoot at any target (close or far) or retrieve arrows until permission has been granted by the supervising instructor.
11. For the reasons of form and safety, ungraded students are urged not to shoot unsupervised as they will not be covered by our insurance. At worst they will be liable for any damage to property or persons, or maybe even face police proceedings. At best, they will acquire bad form – a 'muscle-memory' difficult to unlearn.