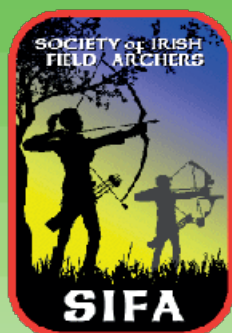


S.I.F.A. HANDBOOK



S.I.F.A. HANDBOOK

S.I.F.A



THE SOCIETY OF IRISH FIELD ARCHERS

This is your

MEMBERSHIP HANDBOOK

Name :

Membership Number

[illegible]

MEMBERS

New and Experienced

The Society hopes that you have a long, safe and enjoyable time in your chosen sport.

This handbook is relevant to both new and existing members and it's purpose is to help, where possible, in providing relevant information to anyone involved in the sport of Field Archery.

If you have any problems or queries please do not hesitate to contact other members, club officers, or one of your Club Delegates. All the information you need is on the SIFA website: (www.sifa.ie)

We hope you enjoy the content and that it is of interest to you at whatever level you have achieved in Field Archery.

This handbook is also directed at club officers and / or those organising and running events for you local Club.



<<<<<<<<<<—www.sifa.ie—>>>>>>>>>>



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SOCIETY OF IRISH FIELD ARCHERS CONSTITUTION

NAME

The name of the Society is the "Society of Irish Field Archers", abbreviated to "SIFA"

OBJECTIVES

1. The Society exists to foster and promote all forms of archery and to establish uniform rules, regulations, procedures, conditions and methods of practising such activities.
2. The Society believes that Field Archery was originally devised to simulate hunting and to provide as much pleasure as possible in the practice of the sport. All courses should be constructed with this in mind.
3. The Society believes that in the true spirit of Field Archery, the archer is competing against himself, the field, the peculiarities of the terrain and the organiser's design and layout of the round with the natural objects and obstacles that have been included.
4. The Society will support the concept of diversity and inclusiveness to bring individuals together in the sport of Field Archery, as laid down by Irish Law and any appropriate Sports Authority.

MANAGEMENT

All SIFA members must be members of a SIFA Affiliated Archery Club (SAAC). Affiliation of clubs to the Society is free and mandatory via an application process and must be renewed annually in September, prior to the Association's Annual Renewal date for Membership Fees on the 1st October. The Delegate Group will vote as to whether a Club's Affiliation is renewed or not.

A Club and their members must undertake to comply with the Constitution and the Regulations of SIFA.

DELEGATES

The Society is a non-profit making, voluntary private members' society, administered on behalf of its members by a Delegate Group consisting of a maximum of 2 delegates from each of the affiliated clubs.

Affiliated clubs with voting rights who are compliant with SIFA Regulations can be represented by 2 delegates at a Delegate Meeting but only 1 can vote. There will be no proxy voting.

OFFICERS

The delegates will appoint officers being any adult SIFA members to voluntarily undertake to manage one or more specific areas of responsibility for the administration of the Society's needs. Officers are subject to control by the delegates. Delegates will determine, at any time, by vote, which members are to hold the positions of Officers.

The Delegate Group may at any time vote to amend the roles of Officers, or introduce new roles, or dispense with any officer's services.



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SOCIETY OF IRISH FIELD ARCHERS CONSTITUTION

OFFICERS (cont'd)

The mandatory Officers shall be, Secretary, Treasurer, Membership Officer, Safety Officer, Child Protection Officer, Tournaments Officer and Webmaster. Their responsibilities, and those of any other appointees, shall be defined in the SIFA Regulations.

Office may be held in conjunction with any one other office except that no Officer may be both Membership Secretary and Treasurer.

All Officers are required to stand down each year and all current offices must be filled by election or re-election at a Delegate Meeting that must take place during the month of September.

The meeting in September will include the review of the Club Affiliations and membership fees applicable for the next year, before the renewal date of the 1st of October.

DELEGATE MEETINGS

The Delegate Group shall conduct society business at Delegate Meetings or otherwise by electronic communication.

CHILD PROTECTION

In order to safeguard children under the age of 18 or people of any age who are to be considered vulnerable, all SIFA clubs must have a Child Protection Officer in place. This person is to be Garda vetted and have the appropriate Child Protection qualifications in place.

Any member of SIFA or a Non-SIFA member acting as a volunteer, who is involved in the training or instruction of children or vulnerable people must have the Level 1 Training Certificate and be Garda vetted.

INSURANCE

The SIFA secretary will engage an insurance broker, authorised and regulated by the Irish Financial Services Authority, to advise and arrange such suitable insurance for the Society, its members and non-member volunteers, as is deemed necessary and appropriate by the Delegate Group. Insurance will include, but not be limited to Public Liability insurance for the Society, its members and non-member volunteers.

DISSOLUTION OF THE SOCIETY

If a Resolution for the dissolution of the Society shall be validly passed at a meeting of the Delegate Group then the Society and the "entity" shall be wound up (and in the case of the "entity" by such means as the Trustees of the "entity" shall resolve) and the assets of the Society and the "entity" after payment of all the Society's debts shall be transferred to another organisation proposed by the Delegate Group and approved by the members with objectives which are as similar as possible to the objectives of the Society.

If no such organisation can be identified or agreed on by the delegates, the Net Assets will be transferred to a charity approved by the delegates.

AMENDMENT TO THE CONSTITUTION

This Constitution can only be amended by the majority vote of the Society Delegates.

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SOCIETY OF IRISH FIELD ARCHERS REGULATIONS

1. NAME

The name of the Society is "Society of Irish Field Archers" and may be abbreviated to "SIFA".
The society shall be identified by either of the preceding names.

2. OBJECTIVES

The objectives of the Society are as specified in the Society's Constitution.

3. MEMBERSHIP

There shall be the following classes of SIFA membership:

FULL membership or renewal of membership shall be granted to those submitting to their club secretary a signed application form and the appropriate fee. All new members must also submit a successfully completed training schedule countersigned by a recognised instructor holding as a minimum, a Level 1 Training Certificate.

FAMILY membership requires only one application form.

OTHER ARCHERY ORGANISATIONS requires an application form plus the appropriate fee and must be sponsored by two full adult SIFA members endorsing the applicant as safe and competent in the sport of Field Archery.

TEMPORARY membership is for competitors being identified as full members of any SIFA recognised and sanctioned Archery Society in the Irish Republic, UK, and any other overseas territories.

4. MEMBERSHIP SUBSCRIPTIONS

The **MEMBERSHIP YEAR** is from 1st October to 30th September of the following year.

The Delegate Group of SIFA shall set the annual SIFA membership fees.

Annual fees may be paid in advance during the month of September and will be due on 1st October.

The fee for junior or cub members shall be half of an adult membership fee.

The fee for a household, i.e. for all those living at the same address, shall be that of two adult individual members.

Any new member joining during in the months of July to September inclusive, shall pay half the annual fee.

Any member whose membership has lapsed shall on renewal pay the full fee.

A Club Membership Secretary is responsible for collecting and forwarding all membership details to the SIFA Membership Secretary by using the Club Data Sheet. They must also send the payment of the Fees to the SIFA Treasurer.

Payment to the Treasurer must be made either using a Club cheque made payable to SIFA or via online Banking by the Club into the SIFA bank account, using the Club name as the reference.

NB: Application/Renewal Forms and Training Schedules are to be retained by the local Club Membership Secretary and these records will be inspected by the SIFA Membership Secretary as and when required, to audit their completeness for Insurance purposes.

Details of the procedure for clubs renewing membership subscriptions are available on the SIFA website.

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SOCIETY OF IRISH FIELD ARCHERS REGULATIONS

MEMBERSHIP STATUS IS AS FOLLOWS:

ADULT: members are aged **18** years or more.

JUNIOR: members are aged **13** to **17** years inclusive.

CUB: members are aged **12** years or less.

Competition divisions (**Cub, Junior or Adult**) will be determined by a competitor's age at the date of an event. Any competitor may compete in a more senior division e.g. A Junior may compete as an Adult.

MEMBERSHIP OF SIFA WILL CEASE IN ANY OF THE FOLLOWING CIRCUMSTANCES:

- A member gives notice of resignation to the SIFA Membership Secretary.
- A member fails to renew their membership.
- If a member has their membership terminated or suspended.
- If a member wilfully refuses or neglects to comply with any of the provisions of the SIFA Regulations.
- If a member is guilty of any conduct objectionable to other members of the Society or prejudicial to the interests of the Society.
- If a member refuses to cooperate in any mediation process, provided that not less than two week's notice shall be given by the Secretary.

A member will be entitled to give an explanation in writing or to attend a delegate meeting at which the resolution is to be considered, and to give such explanation or make such defence in person.

The delegates shall have absolute and unfettered discretion to accept or reject any such explanation or defence and its decision to expel or suspend any member shall be final and conclusive.

Any member or members of the Society may lodge a complaint in writing against another member of the society.

The complainant must initially lodge a written complaint with their club secretary or delegate, who must forward the official complaint in writing, to the SIFA secretary. The name of the complainant must be kept confidential until such time as the delegates determine.

5. CLUB AFFILIATION REQUIREMENTS

- 5.1)** A Club must have four or more separate households as members (a household being a person or group of people occupying a single dwelling) deemed as qualified archers by SIFA.
- 5.2)** A Club must have an outdoor mainly wooded archery course and/or an indoor venue capable of training new members safely.
- 5.3)** A new Club is to hold at least one calendar shoot per year from year two of their Affiliation to SIFA.
- 5.4)** A Club and their members must undertake to comply with the Constitution and the Regulations of SIFA.
- 5.5)** A Club must have a Child Protection Officer (**CPO**) who needs to be Garda Vetted and hold a Code of Ethics Certificate Level 3 from Sports Ireland.
- 5.6)** A Club must have a Safety Officer.
- 5.7)** A Club must have a 1st Aid Officer who must hold a current 1st Aid Certificate.
- 5.8)** A Club must have at least 2 Trainers holding the SIFA Level 1 Training Certificate, the Child Protection Level 1 and be Garda Vetted.
- 5.9)** A Club must comply with the SIFA procedures and regulations regarding **GDPR** and not to keep any member data other than that required on the SIFA Membership and Training Forms.

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SOCIETY OF IRISH FIELD ARCHERS REGULATIONS

CLUB AFFILIATION REQUIREMENTS

If a club cannot fulfil any of the above requirements, it can achieve affiliation, but will have a probation period of up to one year. The affiliation can be revoked at any time during this probationary period, by delegate vote.

The club in question is entitled to have a delegate at SIFA meetings and may voice their opinion, but will not have a voting right up until the probationary period has expired, and they as a club, have fulfilled all of the above Affiliation requirements.

Any SIFA Club that wilfully refuses or neglects to comply with any of the provisions of the Society Regulations and Constitution, or the reasonable requests from the Delegate Group, or shall be guilty of any conduct objectionable to members of the Society, or prejudicial to the Interests of the Society, or shall refuse to cooperate in any mediation process, shall be liable to expulsion by resolution of the Society Delegates. This is providing that not less than two weeks' notice shall be given by the Secretary to the Club concerned, of the intended Resolution, and the nature of the allegation made.

6. THE DELEGATES

Any adult member of the same club may be deputised to stand in if their delegate is unable to attend a delegate meeting.

A Society Officer may act as the delegate for their club if they are the only representative of their club at a meeting.

Each club may have one or two delegates being adult members of an affiliated club and must be named as part of the delegate group and both receive delegate communications.

Both delegates may attend the Delegate Meeting either as a voting delegate with only one vote per club or as non-voting delegate with no vote.

CLUB PROPOSALS

A proposal can be made by any member of SIFA to their club delegate. Individual members may not submit proposals to the SIFA Secretary. The club delegate gets a majority vote from either their club members or their committee in order to make it a club proposal. The club proposal is then sent to the SIFA secretary who will send it to all delegates. The club delegate communicates the club vote to the SIFA secretary.

When there is a majority vote for or against a proposal, the SIFA secretary communicates results of the club votes back to all delegates. A club delegate can do one of the following, vote yes, vote no, or abstain.

DELEGATE VOTING RIGHTS

Affiliation to the Society allows attendance at delegate meetings but does not automatically confer voting rights to a club either at a Delegate Meeting or by any other means, including e-voting.

To qualify for the right to vote, a Club must meet the Affiliation requirements as detailed above.

The non-voting delegate of a club may inform the SIFA Secretary at any time when and how they qualify to vote.

DELEGATE E-VOTING

A proposal concerning any matter pertaining to SIFA can be made by any adult member of SIFA to their club delegate.

The club delegate will then obtain, by vote, approval from the majority of their adult club members.

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SOCIETY OF IRISH FIELD ARCHERS REGULATIONS

DELEGATE E-VOTING (CON'T)

The club delegate will then send the proposal to the SIFA secretary to be forwarded to all delegates with voting rights for a vote.

The return votes must be by email.

The secretary will inform all delegates the result of the vote which will be recorded at the minutes of the next Delegate Meeting.

DELEGATE MEETING

Scheduled delegate meetings are to be held at least once every calendar year in September. This will enable the Delegates to discuss new and existing club affiliation requests and membership renewals prior to the annual renewal date of the 1st October. Additional meetings can be called at any time if deemed necessary by a majority of the Delegates.

Proposals from clubs to be presented at a delegate meeting must be sent to the secretary 14 days before the meeting.

The SIFA secretary must send an agenda to all delegates at least 7 days before the meeting.

Delegates from half the affiliated clubs having voting rights and over 50% of SIFA officers must be present in order to form a quorum.

Should a quorum not be present the only business of the meeting is to discuss, without voting, any Society business and set another date for an adjourned meeting or to adopt an e-vote, if the delegates agree. All Officers are required to stand down each year and all current offices must be filled by election or re-election at the September Delegate Meeting.

At any time, in the event of an Officer giving notice of resignation, or should a majority of Delegates call for the replacement of an Officer, then a substitute must be specifically named and voted in by a majority Delegate vote. The candidate may be proposed in their absence but with their prior consent.

7. SUPPORT / LOANS to AFFILIATED CLUBS

Any club delegate may request from SIFA, access to the SIFA (Kit Box) or a loan to help them further the growth in membership and capabilities of their club provided that they comply with the requirements as specified in the relevant Application Form, which can be obtained from the SIFA secretary.

8. DUTIES OF THE SOCIETY OFFICERS

THE CHAIR

Is the person elected on the day to preside over a Delegate Meeting to ensure that the meeting runs smoothly and remains orderly. The Chair will be elected on a meeting to meeting basis by majority vote of the Delegates.

THE SECRETARY

1. Receive all mail, proposals from delegates and online votes, email and all other communications concerning SIFA and, unless content is deemed confidential, to make them known to the delegates of all clubs.
2. Arrange by agreement, a time and date for a delegate meeting and book premises for same.
3. Make known to all SIFA delegates and officers the agenda for a delegate meeting.
4. Submit minutes of all meetings to the delegates and officers and ensure the proper publication of official notices and reports, and shall keep the archives of SIFA business.
5. Dealing with Insurance Brokers for the annual renewal and with the Bank for Account signatures.

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SOCIETY OF IRISH FIELD ARCHERS REGULATIONS

THE MEMBERSHIP SECRETARY

1. Send to the clubs their section of the membership data sheet.
2. Reconcile payments with the Treasurer for each Club.
3. Prepare and maintain a current member's data sheet for all SIFA members.
4. Provide the data sheet to the webmaster before any national SIFA archery event.
5. Provide a supply of membership cards to their club secretaries for "clipping" and distribution to their Members
6. Ensure that membership cards are properly "clipped" by Club Membership Secretaries at renewal dates.

THE CHILD PROTECTION OFFICER

1. Ensure that all clubs comply with any national and SIFA policies or law regarding the protection of children and vulnerable adults.
2. Arrange courses for members and others if deemed appropriate.
3. Maintain a list of all Child Protection Officers and their Club on the SIFA Website.
4. Maintain a list of all "Coach's" where Level 1 Certificate and Garda Vetting is required.
5. Maintain a central record copy of all Certificates required by Law.
6. Liaise with the Treasurer to ensure payments are made when due.

THE SAFETY OFFICER

1. Ensure that all venues are properly inspected prior to a SIFA event.
2. Maintain and distribute a list of course inspectors.
3. Maintain a record of all SIFA archery venues.
4. Ensure that all clubs have a member who is a certified 1st Aider and maintain a list that is made available on the SIFA Website.
5. Organise 1st Aid courses when necessary.

THE TREASURER

1. Keep adequate books of account for SIFA.
2. Deposit all monies to the credit of SIFA.
3. Present a statement of account and bank statements at all Delegate meetings or at the request of Delegates.
4. Liaise with the membership secretary to ensure that all paid up members are on the membership schedule.
5. To bring any financial matter to the attention of the Secretary that is outside the normal business of SIFA, or is of a material nature.

THE WEBMASTER

1. Maintain the SIFA website by regularly updating the site with information submitted by the Society members or news of recent and future events.
2. Maintain the confidentiality of the site and to ensure compliance with the SIFA procedures on GDPR.
3. Undertake continuous review of the site to ensure it remains current and effective for the Society and put forward suggestions to make changes if needed.

9. AMENDMENTS TO THESE REGULATIONS

The delegate group may vote on a delegate proposal at any time to change any of the SIFA rules and regulations.

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SIFA CONTACT INFORMATION

Most of the information in this booklet plus a lot more, including up to date developments, rules and events, can be found on the SIFA website which is;

www.sifa.ie

DOCUMENTS

SIFA keep a number of documents which members may consult for more detail or Clarification. These can be sourced on the SIFA website -



The documents are -

- The SIFA Handbook (which will be updated when necessary).
- The SIFA Constitution.
- The SIFA Regulations.
- The SIFA Privacy Notice.
- The Insurance Policies.
- The Shoot Calendar.

EMAIL CONTACTS

secretary@sifa.ie to receive via a club delegate any proposals for distribution to other delegates or to answer general enquiries which cannot be answered elsewhere.

tournaments@sifa.ie to receive competition results or answer enquiries concerning the SIFA shoot calendar and competition awards.

treasurer@sifa.ie to receive payments from the clubs of their members SIFA Subscriptions and to pay any authorised expenses.

memberships@sifa.ie to receive membership data sheets from the Clubs and liaise with the Treasurer to ensure the correct fees have been paid and the SIFA Membership is up to date.

webmaster@sifa.ie to receive photos and accounts of competitions and other events.

cpo@sifa.ie Child Protection Officer is to be contacted when matters arise concerning the well being of children or to consult on matters arising for advise regarding procedures to do with all aspects of child protection and the general safety of children in our sport.

dataprotection@sifa.ie to be contacted when matters arise regarding Data Protection.

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THE SIFA CODE OF CONDUCT FOR CHILDREN'S SPORT POLICY STATEMENT

The **SOCIETY OF IRISH FIELD ARCHERS** is fully committed to safeguarding the well being of its members.

Every individual in the organisation should at all times show respect and understanding for members' rights, safety and welfare.

Members must conduct themselves in a way that reflects the principles of the organization and the guidelines contained in the 'Code of Ethics and Good Practice for Children in Sport'.

This publication is produced jointly by the Irish Sports Council and the Sports Council for Northern Ireland.

The full code is a **SIFA Document** and can be found on the **SIFA** website @ www.sifa.ie ; Documents



A "CHILD" IS ANY PERSON UNDER THE AGE OF 18

(It is the policy of SIFA that at all archery events including training, practice and competition, that either a parent or legal guardian accompanies the child or children for whom they are responsible)

However, it is acceptable for a parent/guardian to entrust another member with responsibility for their child provided all persons concerned e.g. all in a shooting group, are in agreement with the arrangement.

Paraphrased below is a relevant section that applies to all adults in our sport;

GUIDELINES FOR INSTRUCTING & COACHING CHILDREN

- Your duty of care is more onerous than that of an instructor to an adult.
- You must act as a role model and promote the positive aspects of archery and maintain the highest standards of personal conduct.
- The use of drugs, alcohol and tobacco must be actively discouraged as being incompatible with a healthy approach to sporting activity.
- Be generous with praise and never ridicule or shout at children for making mistakes. They are all entitled to respect.
- Each child deserves equal time and attention.
- Care must be taken not to expose a child intentionally or unintentionally to embarrassment or disparagement by use of sarcastic or flippant remarks.
- Never punish a mistake - by verbal means, physical means, or exclusion.
- Insist that children in your care respect the rules of the game.
- Insist on fair play and ensure that they know that you will not tolerate cheating or bullying behaviour.
- Remember that young archers play for fun and enjoyment and that skill and playing for fun have priority over highly structured competition.
- Never make winning the only objective.
- Encourage the development of respect for adults and avoid criticism of fellow archers.

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CHILD PROTECTION OFFICER

Every club must have a C.P.O.

Although the person appointed has overall responsibility for the well-being of children he or she meets in the sporting environment, this in no way absolves the general responsibility of all adults in these circumstances.

The C.P.O. and any members responsible for instruction of children must be subject to any appropriate vetting procedure.

THE DEFINING RESPONSIBILITIES

- To ensure that our SIFA policy is observed especially when shooting groups are compiled.
- To make it known, to all in the club, and to parents, that he/she is the person to approach with any problems, complaints or allegations concerning children in the club. When relaying information to children this needs to be done with content and language appropriate to the circumstances.
- To receive and have available all documentation concerning this subject.
- To have a working knowledge of current guidelines and regulations on the subject.
- To be prepared to extend this knowledge by attendance at training meetings or seminars run by the appropriate authorities.
- To keep a record of any incidents which arise and to be judgemental in how to resolve and/or pursue the matter.
- To have local contacts in either the Health Service Executive and/or the appropriate police force for reporting matters of concern



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GENERAL SAFETY RULES FOR ALL ARCHERS

1. Check your equipment before shooting. (Check the limbs and handle/riser for cracks)
2. Never shoot a cracked or bent arrow.
3. Never place an arrow in the bow until you are ready to shoot it.
4. Never loose an arrow when you cannot see where it will land.
5. No archer shall draw a bow with the bow hand higher than the head.
6. Never loose an arrow straight into the air
(except in regulated "Clout" or "Popinjay" shooting)
7. Never pull a loaded or unloaded bow in anybody's direction.
8. Never point an arrow at a person.
9. Never throw an arrow.
10. Never stand forward or to the side of an archer about to shoot; not only can you destroy the Archers concentration but you place yourself in danger from a miss-nocked arrow which can fly in any direction on release.
11. Whilst someone else is shooting keep your eyes and mind alert for possible danger, at the moment of loosing the archers concentration is solely on the target.
12. Where possible danger exists shout **STOP!** or **HOLD!** If you have doubts of any nature state loudly **DON'T SHOOT!**
13. At least one adult member of a group should always remain standing by the target if other members are searching for arrows behind. Alternatively, prop at least one bow in front of the target face.
14. Always keep to the marked path from each target to the next shooting stand. Don't just think things are safe. **MAKE SURE.**
15. Juniors/cubs should never leave a group without adult supervision.
16. Competitors under 16 should not carry knives or similar onto the course.
17. Nobody should ever **RUN** on an archery range.
18. Check to see if anybody is in the way (behind you) when pulling arrows.
19. Brightly coloured clothing, preferably hi-vis, is recommended.

Please Note;

That camouflage clothing could be a contributory factor to an incident and should not be worn without some additional hi-vis item of clothing.

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PROCEDURE & ETIQUETTE AT COMPETITIONS



A group shall consist of 3 to 6 archers, 4 being the normal number. Child Safety concerns must be addressed when groups are made up. There must be at least one experienced archer as Target Captain.

The Target Captain is responsible for safe, fair and correct procedure of those in the group, must know the rules for the event, and judge arrow values (except their own). Procedure may vary depending on conditions and circumstances.

A group should stay together. Should a member need to temporarily leave the group, shooting is suspended until the group is complete. Juniors/cubs are not allowed to leave the group unless accompanied by an experienced adult.

A group should not hold up another. One group may, by agreement, pass another.

Two scorers per group are needed if shooting a record status round.

Scoring should precede finding missing arrows.

No arrows in the target should be touched until scorers give permission.

Order of shooting is in rotation unless otherwise agreed.

If course layout and safety permits, two archers in the group may shoot simultaneously.

Although an informal atmosphere is not discouraged, always allow the competitor shooting to have full concentration on the shot.

Leave no litter, if you bring it with you on the course you should bring it home with you.

SMOKING

**This is permitted on the course only at designated areas throughout the year.
The shoot organiser will advise the participants at the start of the shoot, as to the correct procedure
on the day.**

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SIFA BIG GAME

RULES FOR COMPETITORS

Members of a host club are not eligible for records achieved at their own shoot. For any non standard non Record Status events, the hosting club can determine the rules and scoring system.

SIFA BIG-GAME ROUND

This round has SIFA record status. It will also be the basis of the SIFA Incentive Awards Scheme, i.e. for bronze, silver, gold and star gains. (See further down the page for details)
The round, unmarked, will consist of a single unit of 18 targets (shot twice) or two units of 18, using 3D's or paper faces or a mixture of both OR a 36 target course as catered for on Sheet 2 of the "calculator".

PEGS

There will be 4 pegs, white with 1, 2, 3, 4 coloured bands.
If there are 18 targets to be shot twice, there will be two sets of pegs with different coloured bands.
The shoot organiser will confirm the band colours and which set will be shot first on the day.

(Irrespective of bow style)

Adults (aged 18 or more) shoot from pegs 1, 2, 3.

Juniors (aged 13 to 17) shoot from pegs 2, 3, 4.

Cubs (aged 12 or less) shoot from pegs 3, 4, 4.

Expert Peg (if applicable, Solid Black) shoot from pegs EP, 1, 2.

SHOOTING

1. Course inspectors, course layers and the event organiser are the only persons allowed on the course at any time before the event starts.
2. All arrows must be the same in all respects except colour.
They must be clearly marked 1, 2, and 3... etc
3. Competitors must not make any personal notes of any sort, by whatever means, whilst on the course. Except for sight settings, they must not refer to any personal notes or memoranda containing information to aid their shooting performance.
Sight settings must be shown to the rest of the group and must not be altered in any way.
Scorers must confine written information to scoring only with the exception of notes concerning lost arrows or other lost items.
4. A competitor must not welcome nor solicit from any other person information concerning any aspect of the course or courses being shot.
5. Competitors are welcome to take mobile phones onto the course.
They can be used for communicating an emergency situation but at all other times must remain switched off or on silent.
6. It is forbidden to carry or use any device during a competition which is specifically designed for determining distances.
7. It is forbidden to carry or use binoculars, monoculars, telescopes or other similar devices (except in scope sights) at SIFA shoots.
8. Any competitor who is disqualified for rule infringement will not appear on the results, records or SBG gains.

S.I.F.A. HANDBOOK

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SIFA BIG GAME

RULES FOR COMPETITORS

9. Archers in the group are to shoot in rotation e.g. **1,2,3,4** or **2,3,4,1** etc. unless otherwise agreed. This does not apply to juniors or cubs.
10. You must have your leading foot (**left for right handed archers and vice versa**) within 6 inches of the peg, to the side or behind but not in front and not to touch the peg.
11. You shoot up to 3 arrows in number order and from the correct pegs.
If an arrow is shot in the wrong order, you must inform the target captain of such before shooting another arrow.
An arrow shot from the incorrect peg cannot score.
12. You may stop shooting when a hit is made but you are not obliged to do so.
13. You should not pull arrows until scoring is complete.
14. If you find that you cannot see the whole target at whatever stance or consider the shot to be dangerous in any way e.g. slippery footing, you can, with the consent of the rest of the group, move to a safer place to make the shot, usually to one side.

SCORING

Double scoring is to be used i.e. 2 scorers per group.

Arrow 1: kill = **20**, wound = **16**

Arrow 2: kill = **14**, wound = **10**

Arrow 3: kill = **8**, wound = **4**

An arrow glancing off any features of the landscape (**including the ground**) and into the target will count. Any arrows glancing off the target don't count.

If an arrow bounces back off the scoring area of a target or passes through a target another extra identifiable arrow may be shot.

If the bounce back is witnessed by the group the archer may be given the score for that arrow.

If the bounce back is not witnessed or the group is unsure of the scoring area, the lower score for that arrow may be given.

If in doubt the archer has the option to shoot a second identical arrow with the agreement of the shooting group they are in.

In all cases both 3Ds and PAPER faces the arrow must cut **COMPLETELY** through the line to get the higher score.

For scoring **PAPER FACES** Heart/lung areas found on some faces will be ignored.

Inner and outer kill zone will count as one kill zone.

Wound lines on faces, if present, must be complied with.

3D's Only the kill area facing the archer at peg 1 can count for scoring.

Horns and **Bases** don't score but hoofs may.

Please note: in competition if a score of 20 for a kill on arrow 1 is also in the inner spot in the kill zone the archer has the option to place a spot or x beside the 20 eg; **20.** or **20x.**

In the event of a tie in scores the shoot organiser will use a count back of all the 20x scores and the archer with the most 20x scores will be declared the winner.



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YOUR FIRST BOW

(Before you buy a bow, especially your first bow, you need to take into account the following)

Don't buy anything without first having a word with an experienced archer.

The advice may well be "not yet".

While you are learning to shoot you will find that by using different club bows, you will establish which poundage of bow suits you best.

This poundage may increase as your muscles and coordination develop through training.

The most usual fault for beginners is buying a bow which is too strong for them (over-bowed), which leads to erratic shooting, possible muscle injury, lost or broken arrows and not much fun.

A 30lb bow in the right hands can be more accurate than a 50lb bow used by someone who feels that he or she needs to prove some point to themselves or others.

What type of bow you buy is up to you.

Longbows and historical bows, with wooden arrows, undoubtedly take more skill to use.

On the other hand, compound bows with sight, stabilisers, release aids etc. can be very accurate but expensive to buy and tricky to maintain.

A one piece or takedown recurve, which is the bow type you will probably have trained on, is a realistic compromise as a starter bow.

Never shoot a bow that has cracks in the limbs or handle as it could break and cause you injury.

The same goes for the string and arrows as a worn string could break and an arrow that is damaged could cause you harm, especially if it is made from carbon fibre.

Always check your gear before you shoot it.

(Bear in mind that different bow types don't compete against each other)

SUPPLIERS

When you visit a supplier or buy a second-hand bow, you will need to know what you want (which is not necessarily what the seller wants you to buy) and you must have sufficient experience to try it out.

If you can't try it out at the time you must negotiate a sale or return and only finish the deal when you're satisfied.

Buy from a specialist or archery shop that has a good reputation.

General sports stores who sell bows are best avoided as the staff are generally not qualified.

When you test the bow it may feel fine but the arrows may not fly true.

The arrows may not be suitable and/or the bow may need tuning.

Any specialist supplier should do this for you.

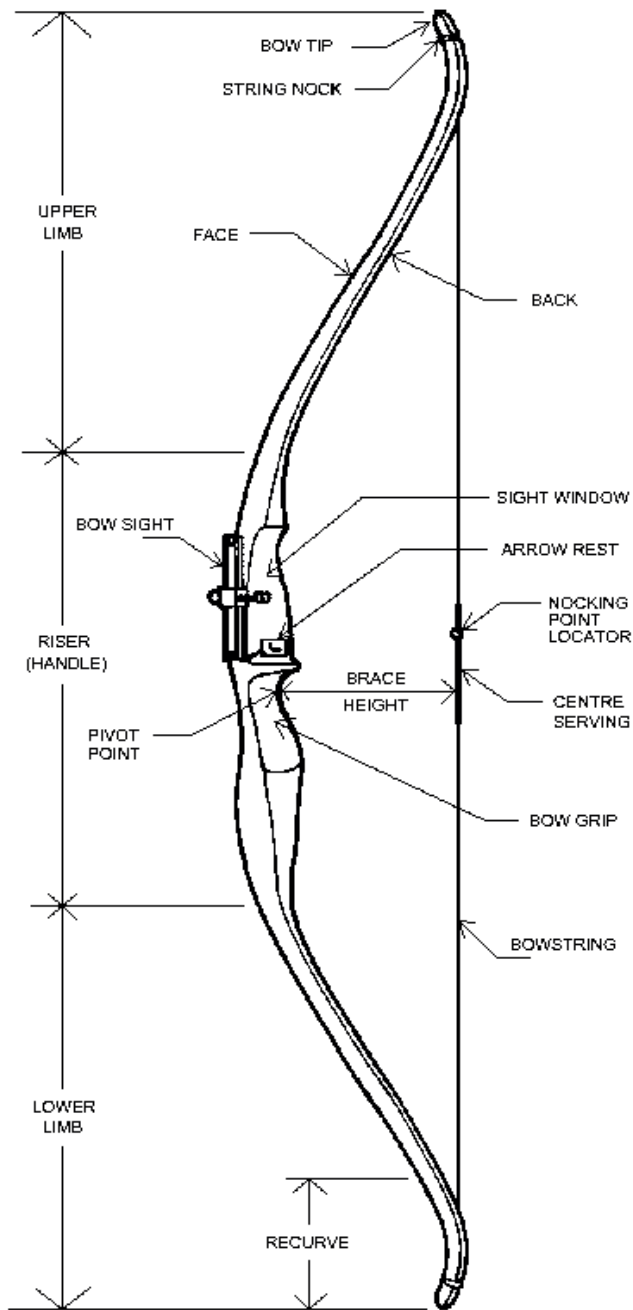
Unless you're supremely confident, don't order by post or online, especially not overseas.

A purchase overseas may also incur an Import Duty cost.

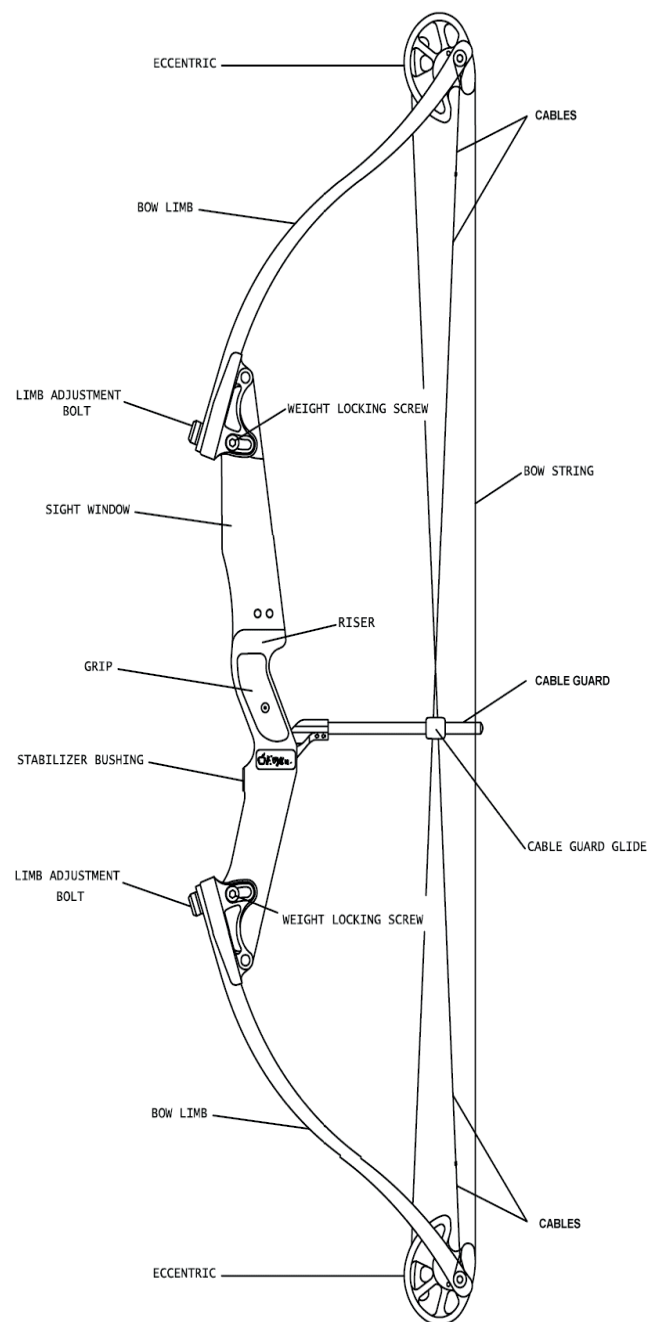
The best place to start is to speak with one of the Coaches at your Club and then check out the potential supplier details that are displayed on the S.I.F.A. website, which may suit the Bow Style you have chosen.

S.I.F.A. HANDBOOK

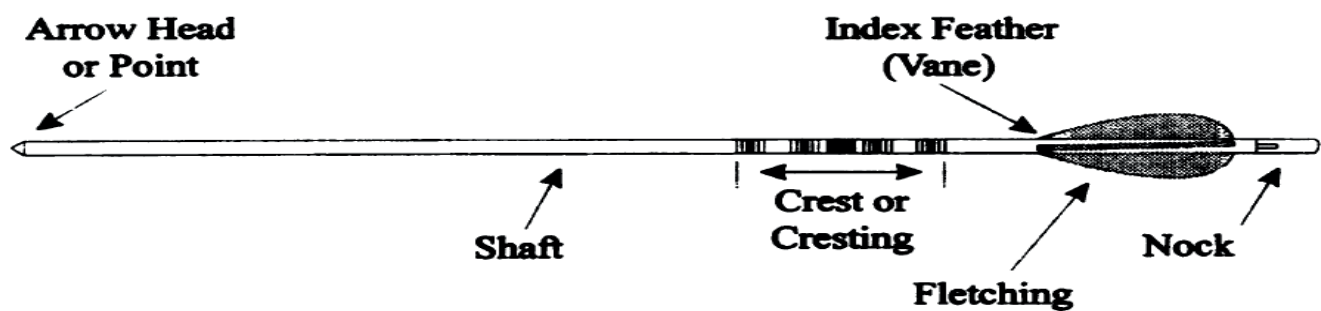
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THE BASIC RECURVE BOW



BASIC COMPOUND BOW



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GLOSSARY of ARCHERY TERMS

Armguard: A leather pad worn on the inside of the forearm of the bow hand to protect the arm from the slap of the bow string.

Back: The surface of the bow farthest from the archer when the bow is held in the shooting position.

Backing: Various materials including: fibre glass, cellulose products, raw hide, etc. glued to the back of the bow to improve it's cast.

Backed Bow: A bow to which a backing has been glued.

Barrelled Arrow: An arrow whose shaft is tapered from the middle toward each end and having its greatest cross-sectional area in the middle of the shaft.

Belly: The belly of the bow is the side that you see when you hold the bow in shooting position.

Big Game: Loosely used term to describe a round where competitors move forward after shooting each arrow but stop if a score is made.

Boss or Bast: The twisted and coiled straw back of a target to which the face is attached.

Bow Stave: A billet of wood from which a bow is to be manufactured.

Bobtailed Arrow: An arrow that has its greatest cross section at the pile and tapers toward the nock.

Brace height: The distance on a strung bow from the nocking point to the lowest part of the riser where the hand fits into the handle. (see diagram page 16)

Broadhead: A flat triangular shaped hunting head made of steel.

Butt: A backstop to which faces are attached, such as bales of straw.

Cast: The inherent ability of a bow to propel an arrow.

Clout Shooting: Long distance shooting up to 180 yards at a target flag (clout) on the ground.

Cock Feather: The feather on the arrow which is at right angles to the nock. Usually the odd coloured feather.

Crossbow: A short bow set crosswise on a stock, drawn by mechanical means, and discharging a dart by trigger release.

Cross Wind: A wind blowing across the target.

Down Wind: A wind blowing toward the target.

Draw: The act of pulling the bow string to your draw length.

Draw Weight: The force in pounds required to bring a bow to a draw of 28 inches.

Drift: The sidewise movement of the arrow as it travels toward the target due to a cross wind.

End: A unit number of arrows used in scoring. In target competition six arrows constitute an end.

Eye: The loop or loops in a bow string.

Field Captain: The official in charge of a tournament.

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GLOSSARY of ARCHERY TERMS

Finger Tips: Leather finger stalls used to protect the tips of the three shooting fingers.

Fishtailing: An arrow flirting left and/or right in flight, due to poor tuning. May need some experience to correct.

Fletching: The feathers or vanes which guide the arrow in flight.

Flight Arrow: A long, light arrow with very small fletching or vanes. Used in distance shooting.

Flirt: A jerky or jumping movement of an arrow from its theoretical flight line.

Flu-flu: An arrow used in popinjay shooting. It is generally fletched with a complete spiral. The size of the fletching is such that the flight distance is short.

Grain: Unit of weight for arrow points (about 15 to a gram)

Grip: The part of the bow held in the shooting hand.

Hold: The pause at full draw position prior to release of the arrow.

Kick: A jar which is felt when a bow is shot. Generally due to unevenly tillered bow limbs.

Laminated Bow: A bow that is built up in layers. It may consist of different kinds of wood, wood and metal, wood and fibreglass, etc.

Limb: Half of a one piece bow or the upper and lower sections of a three part takedown bow.

Loose: The act of shooting. Letting the drawn bow string slip from the shooting fingers.

Nocks: The grooves at the tips of the limbs of a bow into which the bow string is fitted, also the slot at the fletched end of an arrow. (usually plastic)

Nocking Point: The point on the bow string where the arrow nock rests.

Over-bowed: A bow with a drawing weight in excess of that which the archer can shoot properly.

Overdraw: To draw the bow beyond the arrow length for which the bow is designed.

Overstrung: When the correct brace height is exceeded by the use of too short a bow string.

Pinch: To squeeze the arrow between the drawing fingers.

Plunger or Button or Cushion Plunger: A spring loaded device fitted through the riser which absorbs some of the arrow's flexing at the moment of acceleration, so that the arrow flies true.

Point Blank: The act of aiming directly at the target.

Point of Aim: An object at which an archer aims by sighting over the tip of the arrow. It may be on, above or below the actual target.

Porpoising: An arrow flirting up and/or down in flight due to poor bow tune. Relatively easy to correct.

Pyle or Pile: The metal tip attached to the head of the arrow shaft; the point of the arrow. Anglo-Saxon (pil) meaning dart.

S.I.F.A. HANDBOOK

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GLOSSARY of ARCHERY TERMS

Quiver: A container for arrows. Shape, size and materials vary. They may be carried at the waist, over the shoulder, or on the bow.

Range: The terrain used in archery competitions. Also called a Field Course.

Recurved Bow: When held in a shooting position, the ends of the limbs of the bow curve away from the archer.

Release: Same as Loose.

Riser: The handle section of a takedown bow.

Round: A fixed number of shots at a given distance or set of distances.

Roving: Shooting over fields and woodlands at natural targets.

Run: When a single one of the strands which make up a bow string frays, stretches, or breaks, the string is said to have a run and needs to be renewed.

Self bow: One made from a single piece of wood, for example, a longbow made from a single piece of yew.

Serving: The winding or wrapping around the bow string at the nocking points to protect the bow string from wear.

Shaft: The body or main section of the arrow.

Shooting Glove: A three fingered glove used to protect the shooting fingers.

Spiral: The curved position in which the fletches are attached to the arrow shaft to make it spin in flight.

Spine: The quality of resiliency in an arrow which permits it to bend as it passes the bow in flight and then recover its original shape.

Tab: A flat piece of leather designed to be worn on the shooting fingers for protection.

Tackle: The equipment of an archer: bow, arrows, quiver, tabs, strings, etc.

Takedown: Any bow which can easily be disassembled into two or three pieces.

Target archery: Competitors on a line shooting at a line of usually round butts with circular coloured paper faces.

Target Captain: One in charge of a group of archers.

Toxophilite: One fond of, or devoted to, archery. Derived from the Greek toxen meaning bow and philos meaning loving.

Tuning: Altering or changing the bow or the arrow setup so as to make the arrow fly true.

Under-bowed: A bow having too little draw weight for the archer.



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SHOOTING STYLES & DIVISIONS

Style describes the type of bow you use, how you shoot it, where you shoot it, and what accessories are permitted. See below and following pages for bow styles.

Division describes your gender and age.

The age ranges are ; **Adult 18** and over **Junior 13 - 17** **Cub 12** or less

A competitor can shoot in a division as above, e.g. juniors may shoot as adults.

When you enter a shoot you must register and declare the style and division you are going to shoot; that is, who you are & what equipment are you using.

Those shooting the same style and division will be competing against each other.

You must get it right otherwise you will end up in the wrong style and cause confusion or unfairness and your score will be void.

The most common style in SIFA at present is Bowhunter Recurve.

SIFA BOW STYLES

At a SIFA event you can shoot any of the styles below.

Historical **HB** (*inc English LB & Horsebow*)
Flatbow **FB** (*not recurve, wooden arrows*)
SIFA Trad **TR** (*mainly wood & wood arrows*).
Bowhunter Recurve **BH(R)** (*no sights*).
Bowhunter Compound **BH(C)** (*no sights*).
Freestyle Compound **FS(C)** (*sights, no release-aid*).

Freestyle Recurve **FS(R)** (*sights, no release aid*).
Freestyle UnLtd(C) **FU** (*sights & release aid*).
Bowhunter Ltd **BL(C)** (*pinsights no release aid*).
Bowhunter UnLtd **BU(C)** (*pinsights & release aid*).
Barebow Recurve **BB(R)** (*no sights, string walking*).
Barebow Compound **BB(C)** (*no sights, string walking*).

Below is an example of the registration slip used at SIFA shoots.

Simply find your style and gender and place a circle in the intersecting box. (Example below)

Find;Gents Bowhunter Recurve

SIFA Registration Slip			Circle the number				CLUB
FULL NAME		Society if not SIFA					
Bow Styles	Gents	Ladies	J Boy	J Girl	Ch Boy	Ch Girl	
Historical HB (<i>inc English LB & Horsebow</i>)	1	2	3	4	5	6	
Flatbow FB (<i>not recurve, wooden arrows</i>)	7	8	9	10	11	12	
SIFA Trad TR (<i>mainly wood bow & wooden arrows</i>)	13	14	15	16	17	18	
Bowhunter Recurve BH(R) (<i>no sights</i>) ✓	19	20	21	22	23	24	
Bowhunter Compound BH(C) (<i>no sights</i>)	25	26	27	28	29	30	
Freestyle Compound FS(C) (<i>sights, no release aid</i>)	31	32	33	34	35	36	
Freestyle Recurve FS(R) (<i>sights, no release aid</i>)	37	38	39	40	41	42	
Freestyle UnLtd(C) FU (<i>sights & release aid</i>)	43	44	45	46	47	48	
Bowhunter Ltd BL(C) (<i>pinsights no release aid</i>)	49	50	51	52	53	54	
Bowhunter UnLtd BU(C) (<i>pinsights & release aid</i>)	55	56	57	58	59	60	
Barebow Recurve BB(R) (<i>no sights, string walking</i>)	61	62	63	64	65	66	
Barebow Compound BB(C) (<i>no sights, string walking</i>)	67	68	69	70	71	72	

SIFA HISTORICAL BOW

Historical Bow. HB

There shall be no distinction between the different configurations of bow designs or of materials used. The bow shall be either a self wood or composite bow. The bow shall be constructed of wood or materials that were used during the period of the bow's historical usage. The standard bowstring material shall be polyester. Accessories such as woven nocking point indicators and thumb rings shall be permitted, provided that such accessories were used during the historic use of the bow. Arrow shafts shall be made of wood and shall be fletched with natural feathers.



JAPANESE
BOW

ENGLISH
LONGBOW

SELF BOW



VARIOUS TYPES OF HORSE BOWS



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SIFA FLATBOW

Flatbow. FB

A one or two piece mainly wooden bow (at least 80% wood in its construction)
The bow when strung should have no recurve in the limb and should have a natural "D" shape along its length (see diagram below) .

The limb from the handle to the tip should be flat, and not to be confused with the English Longbow which has a rounded construction.

Wooden arrows fletched with natural feathers. The side of the shelf should not be vertical.

FLATBOW



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SIFA BOWHUNTER RECURVE

Bowhunter Recurve. BH(R)

Any recurve bow, one piece or takedown, made of wood or having a metal riser or handle.

One consistent anchor point with 3 fingers under the arrow making sure the top finger is touching the arrow or Mediterranean Loose. (One finger above and two below the nock)

You can use: arrow rest (plastic or metal), plastic or natural feather fletches, carbon or metal arrows, (short stabiliser 305mm max) two nocking points, glove or tab, carbon and wood limbs, pressure button, No clicker, No kissor button, No level, No sights.

BOWHUNTER RECURVE



1. Arrows identical but have different knock and fletch colour = OK
2. Shafts must be the same wall thickness.
3. Shafts must be the same spine.
4. Arrows must be the same length.
5. Arrows must have the same size fletchings.



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SIFA BOWHUNTER COMPOUND

Bowhunter Compound. BH(C)

Any compound bow with a metal riser. The arrows must be identical in every detail.

Shooting with 3 fingers under the nock touching the arrow or Mediterranean loose. (One finger above and two below the nock). Finger shooting only with a glove or tab with two nock points on the string.

Fall away rest only (see diagram below) Short stabiliser 305mm max with no side bars.

Arrows can be carbon or metal with plastic or natural feather fletching. Pressure button can be used. No sights (pins or other), No peep sight, No kissers button, No release aid, No clicker, No level bubble.

1. Arrows identical but have different knock and fletch colour = OK
2. Shafts must be the same wall thickness.
3. Shafts must be the same spine.
4. Arrows must be the same length.
5. Arrows must have the same size

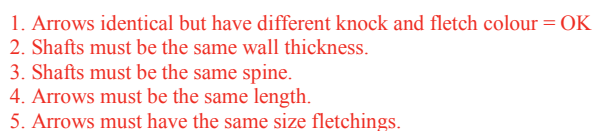
BOWHUNTER COMPOUND



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Freestyle Compound. FS(C)

FREESTYLE (LIMITED) COMPOUND



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SIFA FREESTYLE RECURVE

Freestyle Recurve. FS(R)

A recurve takedown bow having a metal riser or handle.

One consistent anchor point using the Mediterranean Loose. (One finger above and two below the nock)

You can use: arrow rest (plastic or metal), plastic or natural feather fletches, carbon or metal arrows, two nocking points, glove or tab, carbon and wood limbs, pressure button, clicker, kissers button, level bubble, adjustable sights.

FREESTYLE RECURVE



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SIFA FREESTYLE UNLIMITED COMPOUND

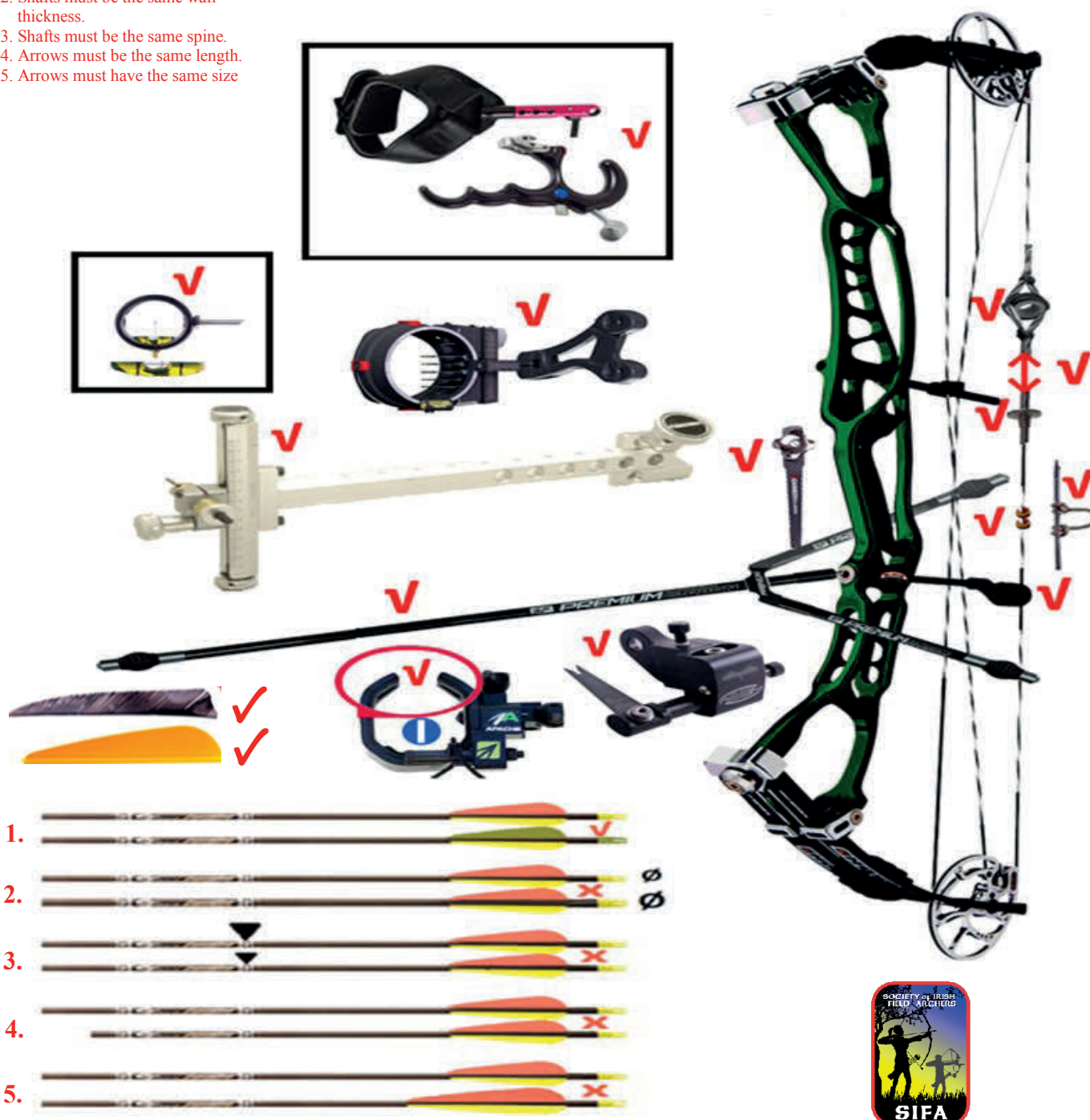
Freestyle Unlimited. FU(C)

Any compound bow with a metal riser. Arrows can be carbon or metal with plastic or natural feather fletching. Arrows must be identical in every detail. (see diagram below)

Any arrow rest can be used to suit the bow, peep sight, kissers button, metal nock points, “D” loop, a long stabiliser with side bars to the length that suits the archer and bow, sight with pins, or adjustable sight, release aid, and level bubble can all be used.

1. Arrows identical but have different knock and fletch colour = OK
2. Shafts must be the same wall thickness.
3. Shafts must be the same spine.
4. Arrows must be the same length.
5. Arrows must have the same size

FREESTYLE UNLIMITED



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SIFA BOWHUNTER LIMITED COMPOUND

Bowhunter Ltd. BL(C)

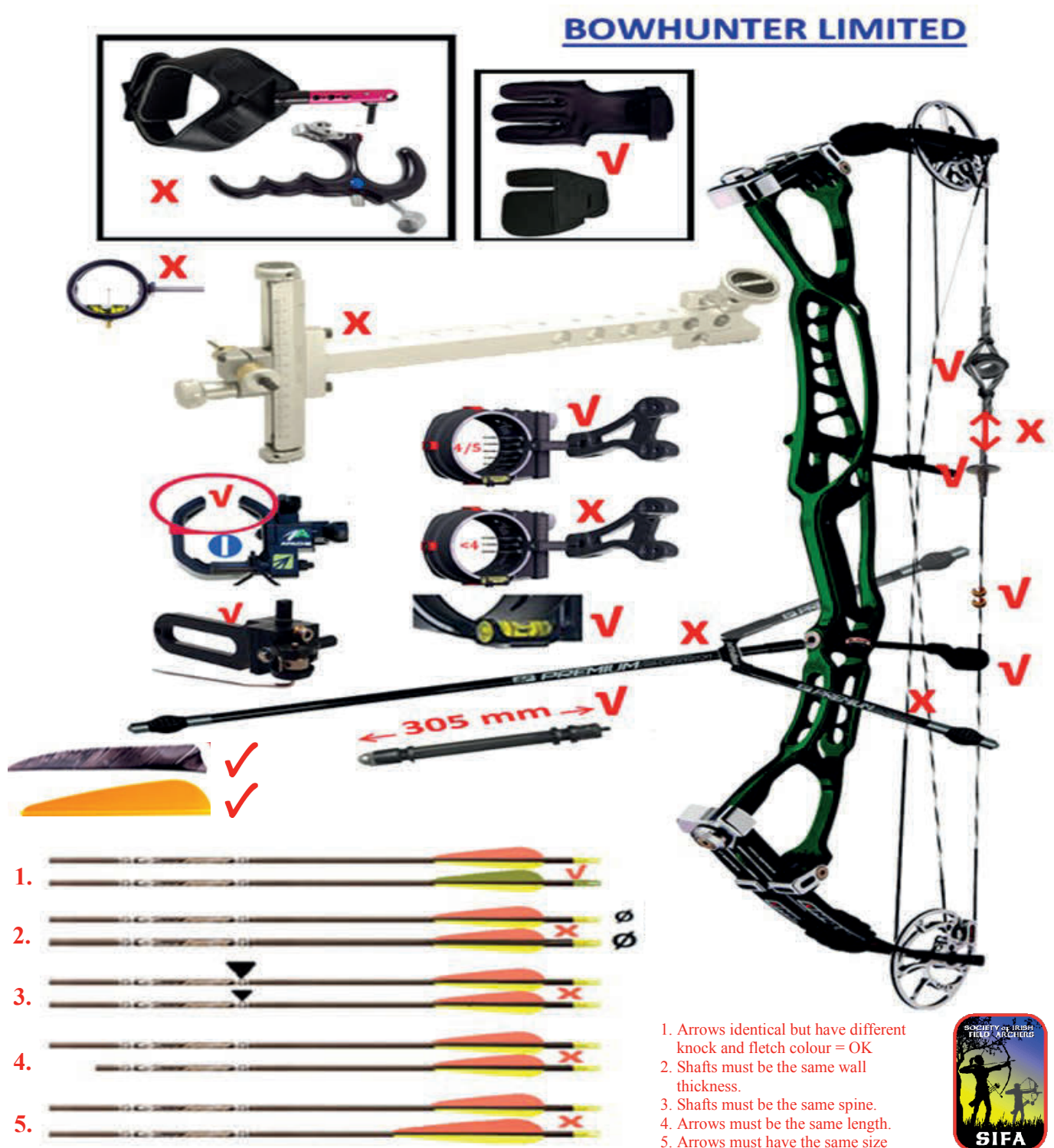
Any compound bow with a metal riser.

Shooting with 3 fingers under the nock touching the arrow or Mediterranean loose.

Finger shooting only with a glove or tab with two nock points on the string.

Fall away rest or other, Arrows must be identical in every detail. (see diagram below)

Short stabiliser (305mm max) with no side bars. (4-5) sight pins on a fixed scope, peep sight, kissers button, level bubble, finger shooting only, string damper, No release aid, No adjustable site.



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SIFA BOWHUNTER UNLIMITED COMPOUND

Bowhunter Unlimited. BU(C)

Any compound bow with a metal riser.

Shooting with release aid only (**hand or wrist type**) Arrows can be carbon or metal with plastic or natural feather fletching. Arrows must be identical in every detail. (**see diagram below**)

Any arrow rest can be used to suit the bow, peep sight, kissers button, metal nock points, "D" loop, a short stabiliser (305mm max), sight with 4/5 pins not adjustable, level bubble, String damper,

No Scope sight, No Long stabiliser or side bars. No adjustable sight.

BOWHUNTER UNLIMITED



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SIFA BAREBOW COMPOUND

Barebow Compound. BB(C)

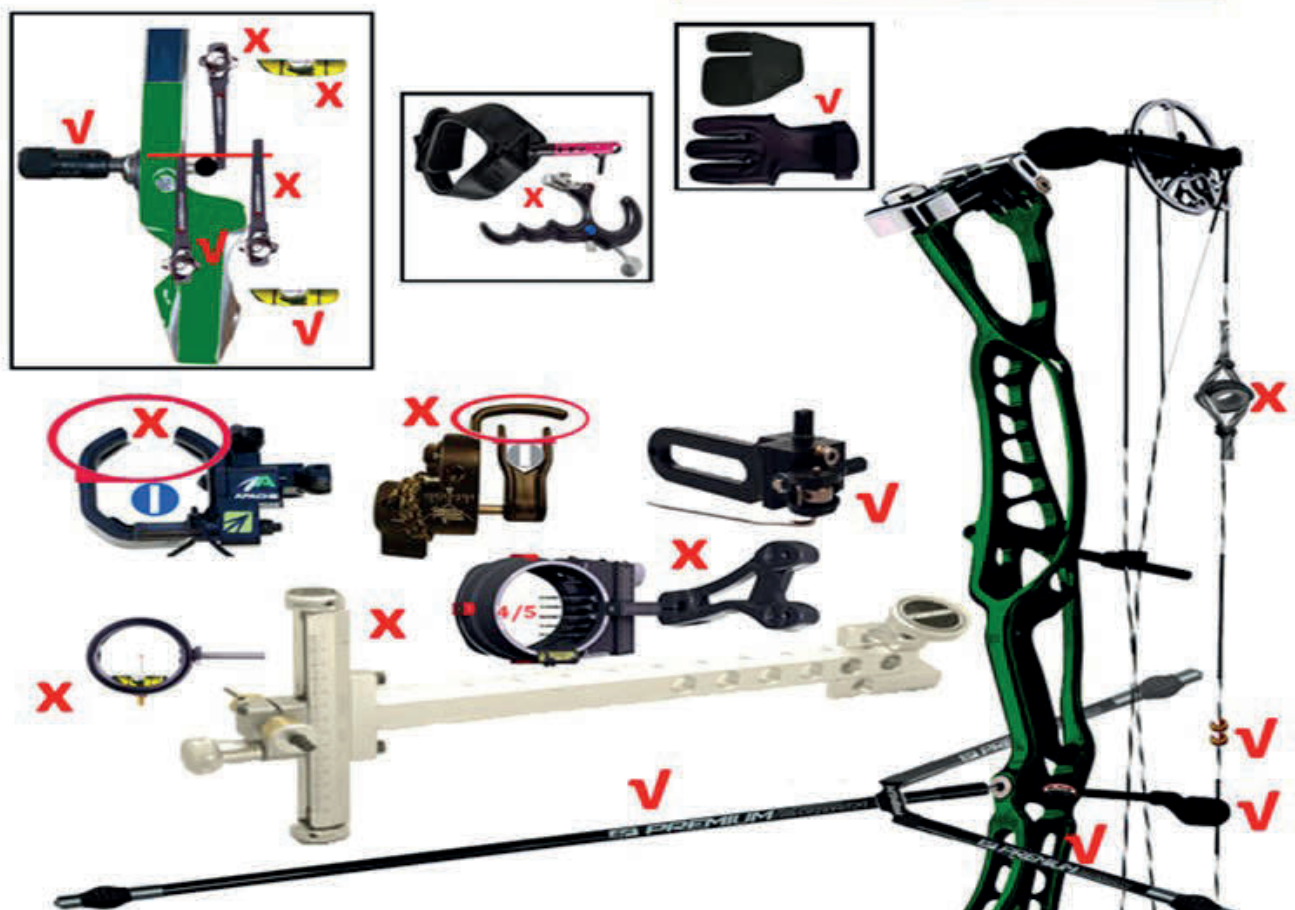
Any compound bow with a metal riser (see diagram below).

Shooting with 3 fingers under the nock touching the arrow or Mediterranean loose.

Finger shooting only with a glove or tab with two nock points on the string. String walking permitted, Arrows can be carbon or metal with plastic or natural feather fletching. Arrows must be identical in every detail. **Please note:** a clicker and level bubble can be used but they must be fitted below the arrow.

Fall away arrow rest, pressure button, peep sight, metal nock points, Long stabiliser with side bars, String damper, No kissers button, No sights, No Release aid.

BAREBOW COMPOUND



1. Arrows identical but have different knock and fletch colour = OK
2. Shafts must be the same wall thickness. 3. Shafts must be the same spine.
4. Arrows must be the same length.
5. Arrows must have the same size fletchings.

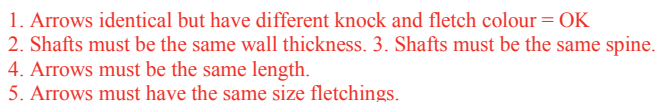


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Barebow Recurve. BB(R)

Shooting with 3 fingers under the nock touching the arrow or Mediterranean loose.

Metal or plastic arrow rest, pressure button, peep sight, metal nock points, Long stabiliser with side bars, String dampers, No kissers button, No sights, No Release aid.



-
- Figure 1 illustrates five scenarios of a ship's bow wave in a narrow channel, showing the resulting pressure distribution along the hull. The scenarios are numbered 1 through 5, with corresponding pressure distribution diagrams and a red 'X' indicating a pressure change at the bow or stern.
- Scenario 1:** No bow wave, no pressure change. The pressure distribution is uniform along the hull.
 - Scenario 2:** Bow wave, pressure change at bow. The pressure distribution shows a sharp increase at the bow.
 - Scenario 3:** Bow wave, pressure change at stern. The pressure distribution shows a sharp decrease at the stern.
 - Scenario 4:** Bow wave, pressure change at bow and stern. The pressure distribution shows sharp increases at both the bow and stern.
 - Scenario 5:** Bow wave, pressure change at bow and stern. The pressure distribution shows sharp increases at both the bow and stern, with a different wave shape compared to Scenario 4.



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SHOOTING STYLE CHART

	BBC	FSC	FU	BHC	BL	BU	BBR	BHR	FSR	TR	FB	HB
Arrow Speed: 300 f/s max.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
≤12 inch stabilizer 	✓	✓	✓	✓	✓	✓	✓	✓	✓			
>12 inch stabilizer 	✓	✓	✓				✓		✓			
Sliding sight 		✓	✓						✓			
Scope 		✓	✓						✓			
Level 	✓	✓	✓		✓	✓	✓		✓			
Clicker 	✓	✓	✓		✓	✓	✓		✓			
1-3 pin sight 		✓	✓						✓			
4-5 pin Sight 		✓	✓		✓	✓			✓			
arrow rest 	✓	✓	✓	✓	✓	✓	✓	✓	✓			
Peep sight 		✓	✓		✓	✓			✓			
Kisser button 	✓	✓	✓		✓	✓	✓		✓			
Fixed Nock locators 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Release aid 			✓			✓						
Tab or Glove 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
String Silencer 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Plastic vanes 	✓	✓	✓	✓	✓	✓	✓	✓	✓			
Feather vanes 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
String walk 	✓	✓	✓				✓		✓			
Index finger to touch the arrow 	✓	✓	✓	✓	✓	✓	✓	✓	✓			
Mediterranean Loose 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Aluminium Carbon arrows 	✓	✓	✓	✓	✓	✓	✓	✓	✓			
Wooden arrows 										✓	✓	✓
Bow quiver 	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Allowed but not seen as standard.			Either/or. Not both					Level & Clicker not above the arrow				

S.I.F.A. HANDBOOK

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RUNNING ANY FIELD ARCHERY EVENT

1. ORGANISER

There must be one person only ultimately responsible for running an event, although many others may be delegated.

Their name and mobile number must appear on the website announcement of the shoot.

2. ALLOWED

Course inspectors, course layers and the event organiser are the only persons allowed on the course at any time before the event starts.

3. GROUPS

Shooting groups shall be never more than 6 or less than 3.

One or two archers shooting together may not submit their scores.

4. TARGET CAPTAIN

Every group of competitors (3 to 6 competitors, normally 4) must have a designated Target Captain, an archer of proven experience who is responsible for safe, fair and correct procedure, must know the rules for the event, and will judge arrow values (except their own), and whose decision is final. Target Captains from different groups may consult.

Whatever problems are encountered during the event, it is the responsibility of the Target Captain to resolve them in as safe and fair a manner as possible.



5. START

Groups must know where to start or be guided to their start positions.

6. SIGNALS

Groups must know when to start shooting.

This will be by a long blast on either a whistle an air horn or other suitable device.

Two blasts repeated is a signal for all to stop shooting.

(Very rarely needed but might be used if, for example, lightning is around or animals have strayed onto the course etc).

Three blasts, repeated, is for all competitors to come in.

7. FIRST AID

It is the duty of every course organiser to have a First Aid Station, supervised by a competent person, established to cater for all situations likely to occur.

In addition a means of communication must be present, to enable help to be summoned from Emergency Services such as Fire, Police and Ambulance.

A book should be kept to record any incidents/accidents which occur.

8. GENERAL

At the end of the shoot it is a good idea to have a sheet for lost arrows so that the archers can fill it in with the details of the target number the type of arrow lost and the direction it might be found.

This will make the organisers job much easier when looking for lost arrows on the course.

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COURSE INSPECTION

APPLICABLE TO COURSE INSPECTORS AND SHOOT ORGANISERS

Course inspection is to check that the course is, as far as can be ascertained, safe to stage a competition. If it is a record status event, that it conforms to the specifications for the event.

No competition may start until the course has been inspected and passed for safety.

A course inspector cannot be from the host club nor anyone else who helped set up the course.

The shoot organiser must inform the SIFA Safety Officer which person is checking and signing off the course before the shoot.

A course inspection sheet and, if a Record Status event, the course specifications i.e. printed details of target number, target group (or size) and distances (exact or within specified range) must be available for the course inspector (s).

All courses are different, and inspectors must judge timing of the inspection using their knowledge and experience.

- If the course is the same or nearly the same as that of a previous competition and complete in all details it may be inspected at any time before the event starts, but this is not a desirable option as it may lead to the event starting late.
- If the course is new or radically different it must be ready for inspection (complete with pegs, faces, targets, direction markers etc.) one or two days before the event or sooner.
- If the event is record status the distances and target groups must be checked for accuracy on a random basis.
The inspector randomly picks a fifth or a quarter of the target numbers available before setting out. If inaccuracies are found and can be rectified, then more targets need to be checked.

If the course has failed the inspection, measures can be taken, namely -

- The safety fault(s) can be rectified in time, re-inspected, and the event can proceed.
- The fault(s) are major safety issues which cannot be rectified in time in which case the problem must be worked around or the shoot is to be cancelled.
- If the shoot is safe but it's a Record Status shoot and the faults are incorrect shoot parameters which cannot be rectified then the shoot can proceed but without its Record Status.

The course inspection sheet must be sent to the Safety Officer by 7pm the day before, by email.

After a course inspection, neither targets nor peg positions are to be moved.

Any club doing this may be liable to censure e.g. having a calendared shoot removed or losing SBG status for that shoot.

SOME POINTS FOR THE INSPECTION

Clear warning notices, along with warning tape or rope, must be placed anywhere around the course where there is any likelihood that members of the public may enter.

The route to be followed by competitors must be clearly marked. Targets must be clearly numbered. There must be no possibility of a group wandering about looking for the next target.

The route to the next target should take competitors away from the current target at 90 degrees to the current arrow flight path or as close to this ideal as possible.

Shooting lanes must be cleared so the arrows will not strike foliage or branches.

Any person, regardless of height, must have a clear view of the target.

Target butts must be placed so that misses do not constitute a hazard to other groups of archers.

If a target butt is situated so that any path, target, road or building is behind at an unreasonable distance, then the target must be provided with adequate backstop. The practice area must be part of the inspection.

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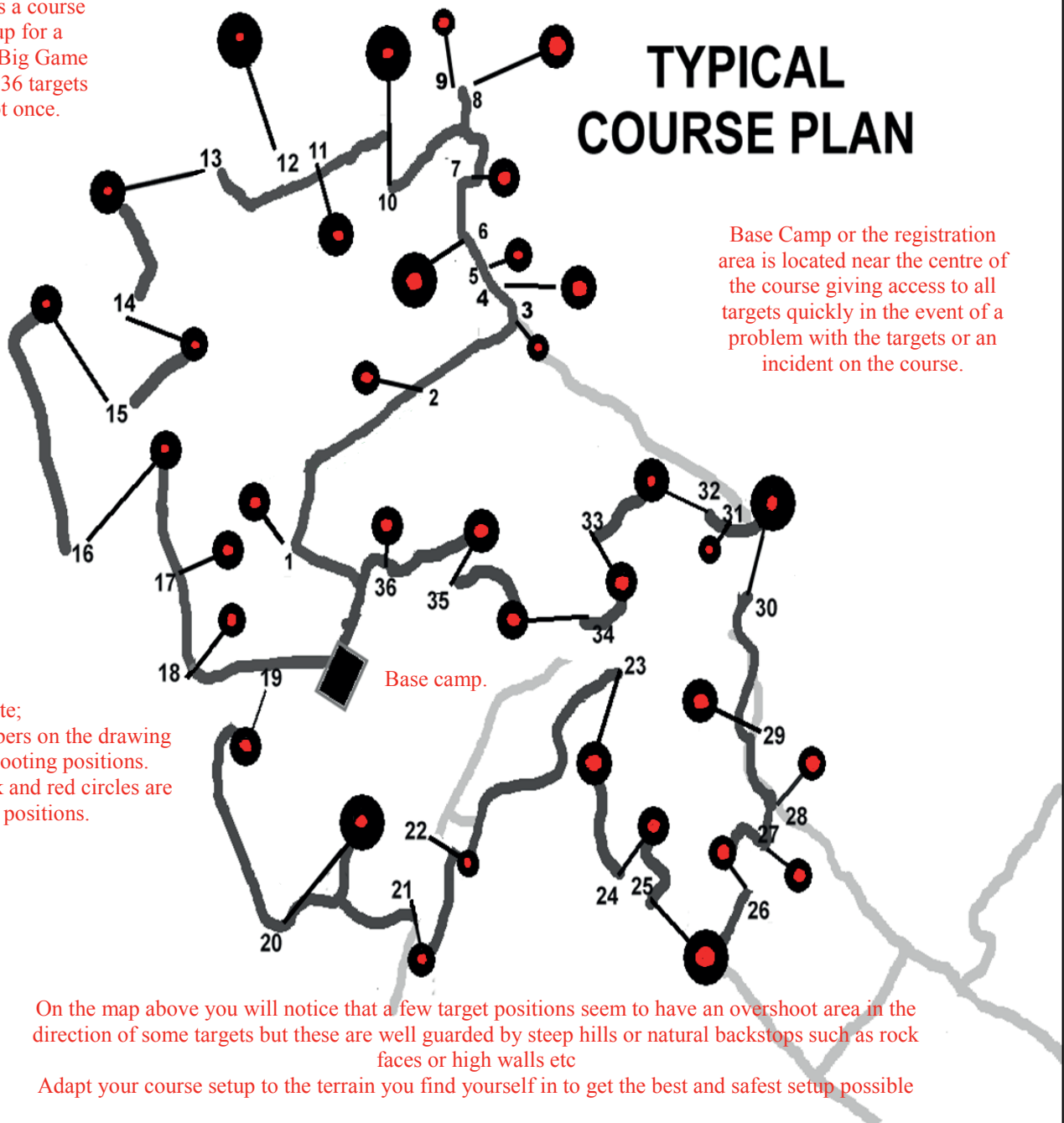
36

This is a course setup for a SIFA Big Game round 36 targets shot once.

TYPICAL COURSE PLAN

Base Camp or the registration area is located near the centre of the course giving access to all targets quickly in the event of a problem with the targets or an incident on the course.

Please note;
The numbers on the drawing are the shooting positions.
The black and red circles are the target positions.



COURSE LAYOUT

Above is an example of a course layout in a wooded area with open areas of grass or forest with pathways running throughout it.

Setting out the course using the pathways makes it easier to transport the targets to the nearest point to its final shooting position.

Care must be taken when setting the course out to make sure no target overshoot area is close to or directly in line with any target or shooting position on the course.

Always check and re-check the course at each stage of your setup and be prepared to alter any target position as soon as you find a problem with its position.

Safety is your priority and remember the best looking shot might not be the safest one.

Try not to rush your setup as it takes time and thought with lots of tweaks to get that perfect course.

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COURSE LAYOUT BOWHUNTER (Animal)

GENERAL

1. All target butts must be stable with no danger of tipping.
2. All competitors must obtain a clear view of the target. Take into consideration the heights of the competitors, especially cubs and left handers.
3. Target lanes, areas, etc. are not required to be maintained at the same level of a Field or Hunter Course. i.e. targets may be placed in a reasonably representative area of natural growth. The target must not be purposely obscured from view, although shooting positions may be placed so that the competitor needs to adopt their stance to view the target. Some degree of difficulty is permissible but tempered with consideration for the not so fit archer.
4. The leading foot be within six inches of and not forward or touching the peg.
5. Any competitor likely to shoot from any particular peg must, by altering shooting stance if necessary, obtain an uninterrupted view of all of the wound area of the target face. The competitor's arrow, whatever its likely trajectory, must have a clear path to the target face. Any light foliage, grass or ferns may be left close to but not obstructing this path. Branches, trunks of trees, rocks etc. may act to impair judgement of distance, but must never be where they are likely to be struck by arrows.

MOVING TARGETS

1. So that moving targets will not create an obstacle to the flow of traffic through the ranges, only one arrow is to be shot and scored by each archer on these targets.
2. Moving targets must be planned and created with the utmost consideration of safety, both of the archer and of the operator of the moving target mechanism.
3. Operators must not be in the line of fire. Their position must not be at a point between the archer and the target.
4. If the position of the operator is behind the archer, away from the target, no special precautions may be necessary.
5. If the position of the operator is other than behind the archer, the operators position must be shielded from a possible stray arrow.

A shielded position is defined as a

constructed barrier that will prevent a stray arrow from penetrating the position.

The operator must not allow to be exposed to harm, from the time the target is released, until it has completed its run AND an "all clear" signal has been relayed from the shooting line.



SHOOTING PLATFORMS

1. Shooting platforms may be used to simulate Tree Stands. When used, the platform must be sturdy and solid so as to present no safety hazard to the competitor who must use it.
A shooting platform should be constructed to readily accommodate two archers of any size at one time. It is recommended that only one archer be allowed to use the stand at any one time, and never more than two.

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SHOOTING PLATFORMS (CONT'D)

2. The Platform must be constructed so as to provide safe and easy access. Steps must be sturdy, solid, non-slip and have the ability to be used safely by any competing archer. A hand rail should be provided in most cases to assist in mounting the steps. No rung ladder or other rudimentary device will be acceptable for gaining access to the raised platform.
3. A railing of no less than three (3) feet in height must encircle the actual raised platform, except for the space required for entry by the steps.
4. No Commercial or Home made actual Tree Stands will be used. Tree Stand shots may be simulated through the use of Shooting Platforms
NOTE: A platform built against the side of a hill may allow straight access to the platform from the target trail. In such a case, the requirement for steps could logically be waived.
5. The Organiser of the tournament should keep in mind that the purpose of the platform is to provide an elevated shot, simulating a tree stand shot, and not to construct an obstacle course. Shooting platforms that are not considered to be safe by the inspecting SIFA Official will not be used. Instead, that shot shall be converted to a ground level shot.

COURSE LAYOUT GAME TRAILS

1. The Organiser must exercise extreme caution in determining the shooting zones.
2. A Game Trail Round should utilise an elevated rope or other device to mark the trail.
3. The beginning of the shooting zone should be marked with a flag, of a bright colour, tied or attached securely to the rope and the end of the shooting zone and should be similarly marked. It is suggested the entry and exit flags be of pre-designated colours such as green (start) and red (stop or end).
4. No Shots are to be taken except from between the two markers.
5. Special attention must be given to assure that no archer on the trail will come within the safety zone of an archer shooting from any point on the marked shooting area of the trail.
6. The normal consideration to a safety zone behind the target must be amplified due to the greater angles involved with shots from different points of the trail.
7. It is recommended that Game Trail Rounds, whenever possible, be set up on the perimeter of the range area so that no activity takes place in the direction of the shooting. (No trails or targets behind the shooting and safety angles to the target).

COURSE LAYOUT 3D

1. 3D targets shall be freestanding and securely anchored.
2. Targets may be placed at a point which reasonably represents the natural setting. Targets are not to be purposely obscured from view. Some degree of difficulty is permissible, however the total score area must not be obscured.
3. The 3D target will be positioned so that the scoring area is face on to the archer. For group 1 and 2 targets, the target may be angled towards or away from the archer. However, this angle shall not exceed 15 degrees. (i.e. a facing away or towards archer) "up-hill" or "down-hill" shots, ideally, should not exceed 45 degrees.
4. A target butt (a butt to which a paper target is attached for use in other types of Rounds) shall not be set up with the free-standing 3D target.



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COURSE LAYOUT 3D

5. To ensure minimal arrow damage and/or arrow loss, a back-stop either natural or man-made shall be provided behind each target as follows:
 - A) the natural back-stop shall be the natural terrain which shall be free, as far as is practicable, of rock or stone.
 - B) one alternative to the natural back-stop is the man-made version using carpet off-cuts, which can be suspended in 2 layers. The first layer when hit by the arrow will move with the impact and in most cases, the arrow falling to the ground. In the occasional occurrence where the arrow passes through the first layer, the second layer, and reduced arrow velocity incurred through passing through the first layer, will stop the arrow.
 - C) the carpet may be suspended between trees, or over a constructed frame, with layers set at 6 inches apart. The top height of the suspended carpet should be at least 8 feet from the ground, with the carpet reaching the ground and loosely anchored to still allow the carpet to move under arrow impact. The back-stop should be camouflaged, where practicable, to blend in with terrain.

COURSE LAYOUT CLOUT

1. The distance shot is 180 yards for gents, 140 yards for ladies, 100 yards for juniors and 80 yards for cubs. Depending on the status of the event, these distances may be reduced. The course may consist of one target with up to 4 shooting lines or up to 4 targets with one shooting line. The latter greatly reduces the time to shoot an end.
2. An overshoot of a minimum of 75 yards to the boundary should be provided. Should the boundary adjoin a public area, overshoot length should be increased to 100 yards. The left and right boundaries of the course must be such that inaccurate shots and/or strong winds will not cause arrows to leave the course.
3. A two-way course may be provided, both courses having safety margins to these specifications.
4. The target or clout may be any clearly visible marker or flag on a pole.
5. A Target Captain, being a person of experience must be nominated to oversee the shoot, act as judge, and to ensure the safety of all.
6. Before commencing the shoot the Target Captain must make all competitors aware of the possible hazard of walking into or onto arrows. The Clout should be approached parallel to the shooting lane, not directly along it.
7. It must be stressed that for a Clout Shooting, compound bows are not allowed. The Target Captain / Shoot Organiser is entitled to prohibit their use.
8. The number of arrows shot for each end shall be decided by the Target Captain and may be either 3 or 6. This depends on the number of competitors and the number of targets. An indicator is that if more than ten competitors are shooting at any one target they shoot 3 arrows per end. The number of ends shot is also at the organiser's discretion.
9. The scoring rope will be at least 7½ yards long, plus extra for handling. It will be divided into 5 scoring zones, each of 1½ yards. The scoring will be 5 for the zone nearest the flag down to 1 for the furthest zone. The arrows score at the place they enter the ground. Arrows lying on the ground score by the position of their points. An arrow in the clout scores 5.



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LAYOUT & SAFETY RULES FOR “HAVE-A-GO’S”

- One person, the **Field Captain**, is responsible for the safe running of the event.
- The shooting distance must be short, seven to ten yards.
- Should the overshoot area extend towards any public area then the overshoot distance should be not less than **100 yards**.
The overshoot area must be roped off if there is any likelihood of persons wandering into it.
- A backstop must be provided having a margin of a minimum of **3ft** above and to the left and right of the target area. Any suitable material may be used.
- Members of the public, unless shooting, must not be allowed nearer than **6ft** of the shooting line nor to any position which allows them to **45 degrees** to any of the shooting directions.
Should any person or animal stray into these areas, shooting must stop by a previously agreed method until the area is clear.
- One archer should have no other responsibilities other than crowd control and general safety.
Should awkward situations arise, e.g. pushing or rowdiness, shooting must be stopped until the problem is resolved.
- All archers supervising shooting must be trained for this task which is responsible and demanding.
They need to concentrate fully and yet appear relaxed, putting members of the public at ease.
They need to be able to cope with all the likely and less likely aspects of behaviour, physical characteristics and mental attitudes.
- An archer in charge of supervising the public must do so to the exclusion of all other tasks and should supervise on the shooting line for not more than one hour before taking an adequate break.
- Any supervising archer may refuse to allow a member of the public to take part if they deem it necessary .
- No members of the public should be physically touched without their permission.
- Members of the public should not be allowed to shoot their first few shots without the supervisor standing close.

MEMBERS OF THE PUBLIC

**Should never move forward off the shooting line !
(without express permission)**

NOTES FOR THE INSTRUCTOR

- Compound bows must not be used.
- A left hand bow is a useful addition.
- All bows must be in good condition, especially the strings.
- **“Hooked”** robust plastic arrow rests are recommended.
- Tabs must be worn or alternatively, leather or rubber **“finger savers”** may be used on the strings.
- Armguards must be fitted. However, for speed and convenience, a thick elastic **“sleeve”** may be devised for this purpose.
- **HAVE-A-GO’s**, if held on a club course in woodland, should consist of groups of no more than **5** members of **“the public”** to be escorted at all times by an experienced adult club member.



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SAFETY RULES FOR “POPINJAY” TYPE SHOOTS

- * A “popinjay” is any target fixed to a high point to be shot at an angle approaching but not attaining the vertical.
- * The nature of such targets is not within the scope of these rules but they must be affixed to prevent any possibility of the target or parts thereof falling to the ground and injuring the participants or the spectators below.
Lightweight targets are recommended.
- * An experienced archer shall be appointed to ensure that shooting is conducted in a safe and proper manner.
- * Competitors must shoot from a position to ensure that overshoots fall in a safe area.
- * Only arrows with rubber blunts and flu-flu fletches will be used, to be supplied and maintained by the organisers. (No other arrows will be used)
- * Only one archer shall shoot at a time, all others waiting outside any overshoot area.
- * All archers will use the same light draw-weight bows (maximum draw-weight 30 lbs), supplied and maintained by the Club/Organisers.

LAYOUT RULES FOR INDOOR ARCHERY

The most common indoor shooting distance is 20 yards (18m); the maximum distance recognised for indoor shooting is 32 yards (29m) , but this may not be possible in all venues.

The waiting line is normally 5 yards (4.5m) from the shooting line; this distance may be reduced to 3 yards (2.75m) if the space available is restricted, but safety must not be compromised.

Behind the waiting line there must be space for the shooting equipment, therefore the minimum total length required for an indoor range is about 30 yards (27m).

Behind the targets there should be a safe arrow stop device, normally special backstop netting.

A backstop net is often used to ‘catch’ arrows and thus to protect both the arrow and wall from collision damage.

This is important in convincing venue managers/owners to make their premises available.

Irrespective of the presence of a backstop net no person must ever enter this zone while shooting is in progress.

- Sufficient “effective” archery backstop netting to accommodate all the targets in use is essential.
- A senior archer acting as safety officer must observe from the right-most shooting position for the control of the archer’s movements to and from the targets and be prepared to halt shooting on an agreed command if safety is compromised.
- Beginners and those shooting shorter distances will be at the right of the shooting line where they can be observed by the safety officer.
- After scoring and recovery, care must be taken to see that all archers have returned behind the shooting line before the signal to shoot is given.
- It is preferable for the Coach’s to recover the arrows for the archers,



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SOCIETY OF IRISH FIELD ARCHERS (SIFA) INCLUDING ALL SIFA AFFILIATED ARCHERY CLUBS (SAAC)

PRIVACY NOTICE

The Officers of SIFA, as the data controller, collect data from the SAAC's who have no discretion on what data is collected or how they use the member data as the SAAC will solely act on the instruction of SIFA, are required by the European General Data Protection Regulation (GDPR) to notify you about the collection, holding, use, disclosure and transfer (collectively known as "processing") of personal information (or data) relating to you.

The Officers of SIFA and the SAAC's retain personal data about you to administer your Membership of SIFA and your SAAC, including your entitlements relating to your membership and all related activities. The personal information about you (normally supplied by you or obtained from your local SAAC) includes your date of birth if under the age of 18, (to calculate your Membership Cost). Other personal information may also be held such as your address, telephone number and email address. The SIFA and SAAC Officers respect your right to privacy and ensure that your personal data is kept securely and is processed in accordance with applicable data protection laws, (including the GDPR), and the SIFA data protection policies.

The Officers of SIFA and the SAAC process your data to comply with their legal obligations under SIFA's Constitution, Rules and Regulations for the purpose of the SIFA and SAAC Officers obtaining member's consent in promoting the proper and efficient administration of the Membership in order to provide the benefits of membership of SIFA and your local SAAC. From time to time, it may be necessary to process personal data relating to your health or other sensitive data for the purpose of establishing, exercising or defending a legal claim in respect of your Membership (which includes assessing your eligibility in the case of an Insurance Claim resulting from an accident).

Usually your personal data will be kept for two years so that the current year Annual Membership Renewal Data is accurate and the previous year, in order to comply with any statutory obligations to maintain membership records and to be in a position to verify claims and queries relating to your Membership. Your personal data will be held confidentially but may be disclosed to the SIFA Officers advisers for the purposes of administering your Membership and for the purpose of the legitimate business interests such as accounting purposes. This disclosure may be to your local SAAC Membership Officer, administrators, professional advisers, insurance companies and other entities who are appointed by the SIFA Officers to assist in the operation and administration of your Membership for the purposes set out above.

You have a right under data protection legislation to raise objections in relation to the processing of your personal data on the basis of the member's consent referred to above, for reasons particular to your situation. If we have no compelling justification to continue to process your data for the purposes of those legitimate interests, we will cease to do so for those reasons. You may also have a right to restrict processing in certain instances. You have a right to request a copy of your personal data and to have inaccurate data rectified and, in limited circumstances, to request its erasure. Any queries regarding your data should be sent to the SIFA Officers at the address below and will be processed in accordance with applicable data protection legislation. In the event that your query has not been resolved to your satisfaction, you have the right to raise the matter with the Data Protection Commissioner.

Please note that if you fail to provide accurate membership information or object to the processing of your data it may result in a delay or an inability to admit you as a Member of SIFA or your SAAC or process a claim for benefits under the Insurance Policy.

Should you require further information or have any queries on this Privacy Notice, please contact the SIFA Membership Officer at sifa.dataprotection@sifa.ie

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FIRST AID ADVICE

However much care is taken by the organisers and competitors at any event, injuries may occur.

Most will be minor and can be treated there and then.

However, if there is any doubt concerning the seriousness of an incident, qualified medical help must be sought.

The organiser of the Shoot should ensure that at least one person attending an event has at least some basic first aid qualification.



NOTE TO COMPETITORS

If you have a medical condition which requires you to carry some medication, e.g. diabetes, asthma, angina, it is most important that you have them with you on a field course.

A BASIC FIRST AID KIT MAY CONTAIN:

- plasters in a variety of different sizes and shapes.
- small, medium and large sterile gauze dressings.
- at least 2 sterile eye dressings.
- triangular bandages.
- crêpe rolled bandages.
- safety pins.
- disposable sterile gloves.
- tweezers.
- scissors.
- alcohol-free cleansing wipes.
- sticky tape.
- thermometer (preferably digital).
- distilled water for cleaning wounds eye wash and eye bath.
- A accident report book or form and pen.

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THE SIFA POLICY ON SOCIAL NETWORKING

SIFA understand that social media and networking websites have become a regular part of everyday life and that many people enjoy membership of social networking sites such as Facebook, You Tube, Bebo, My Space, Archery Interchange and Twitter, etc.

However, SIFA is also aware that these sites can become a negative forum for complaining or gossiping and care must be taken.

SIFA has no official representation on any Social Networking Site, who will all have their own GDPR Regulations to comply with.

The content of any site purporting to be representative of SIFA is not to be regarded as the views or policies of SIFA.

This Policy gives Officers, Club Secretaries and Archers clear guidelines as to what SIFA expects of them when accessing these sites.

GUIDANCE FOR OFFICERS, CLUB SECRETARIES AND ARCHERS

If a Club or Archer has a social media site, they should make sure that others cannot access any contents, media or information from the profile that;

- (a) they are not happy for others to have access.
- (b) which would undermine their position as an Officer, Club Secretary or Archer of SIFA.

As a basic rule, if you are not happy for others seeing particular comments, media or information then simply do not post these onto a public forum site.

When using social media sites, Officers, Club Secretaries and Archers should consider the following:-

1. Changing the privacy setting on their profile so that only people they have accepted as friends can see their comments.
2. Review who is on your 'friends list' on your personal profile. In most situations you should not accept 'friends requests' if you do not actually know the person(s) concerned.
3. Ensuring personal blogs have clear disclaimers that the views expressed are personal and not representative of a particular Club or SIFA.
4. Breach of the SIFA Code of Conduct will result in disciplinary action and may result in the termination of your membership.
5. All Officers, Club Secretaries and Archers must ensure that they are respectful toward:
 - The Society
 - Fellow members
 - Parents and families members
 - Other Sporting Organization and Sporting Agencies
6. Officers, Club Secretaries and Archers should be aware that any disrespectful comments to any of the above might be seen as libelous and could result in disciplinary action or the termination of their membership.
7. The SIFA logo or derivative thereof may not be used without written consent from SIFA.
8. SIFA members are at all times ambassadors for the sport of Archery, for their Club and SIFA.
9. Beware of your actions being captured via images, posts or comments online as these will reflect on the sport of Archery, your Club and SIFA.

Please note – a member making extreme slanderous, derogatory or inflammatory remarks may also put themselves at risk of legal proceedings.

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PERSONAL BOW AND ARROW DATA SHEET



This is used for listing all the details of your bow type, arrow details and the style you shoot in competition.



Bow type
Bow style
Bow length.....
Bow poundage.....
Bow draw weight.....
Bow brace height.....

String material.....
String length.....
Arrow type.....
Arrow length
Arrow spine.....
Arrow point weight.....



This is used for listing all the details of your bow type, arrow details and the style you shoot in competition.



Bow type
Bow style
Bow length.....
Bow poundage.....
Bow draw weight.....
Bow brace height.....

String material.....
String length.....
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Arrow point weight.....

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MEMBER TRAINING, QUALIFICATIONS AND NOTES

DETAILS	DATE COMPLETED
SIFA Training Course Level 1	
SIFA Training Course Level 2	
SIFA Training Course Level 3	
SIFA Safety Training for Course Layout and Design	
Child Protection Level 1	
Child Protection Level 2	
Child Protection Level 3	
First Aid Course	
Garda Vetting	

MEMBER NOTES

The SIFA Handbook has been produced from a collaboration of SIFA Archers and the final content, design and layout have been completed by Don Priestly, Eric Kelly and David Connell.

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