

Guidelines for Archery at Girl Scouts Nation's Capital Camp Properties During COVID-19

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[View a list of addendums to the guidelines here.](#)

Introduction:

The purpose of this document is to present a set of suggested practices, based on currently available information, while using archery ranges at Girl Scouts Nation's Capital Camp Properties during COVID-19. These suggestions are provided to assist facilitators and do not replace guidance from federal (e.g., CDC), state, and local authorities. Individual facilitators are responsible for appropriate risk assessment and risk management.

While sanitizing equipment is still required at the end of the session, GSCNC is now emphasizing that troops' main attention during their session be paid to adhering to the behaviors that are proven to be most effective in preventing transmission of COVID-19: social distancing, mask wearing, and hand hygiene

(<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>). Troops are welcome to sanitize the equipment more frequently than required during their reservation. Please bring your own cleaning supplies.

Participating in high adventure during a pandemic requires more time. Fewer girls can actively shoot at once and cleaning the equipment will take additional time not previously needed during a pre-COVID high adventure session. As such, if you have a larger troop (> 8 girls participating) we highly recommend that you consider reserving an additional hour for your activity. We also recommend splitting your girls into smaller groups. There will be more down-time: you should have activities prepared for girls who are waiting to participate.

The troop leader and other adult troop volunteers are primarily responsible for enforcing these guidelines. High adventure facilitators have the right to suspend a session if guidelines are not being enforced properly.

Site-Specific Information about Our Archery Ranges and Rentals

The following camps have archery ranges: Camp Brighton Woods, Camp Coles Trip, Camp May Flather, Camp Potomac Woods, Camp White Rock, and Camp Winona. Access to water/washstands at the ranges can be very limited or nonexistent. As such, all groups should bring plenty of hand sanitizer for their session.

There will be a one-hour “rest period” between all rentals. We recommend that this additional time be used as needed for any final cleaning your group needs to complete.

Very limited disinfecting materials will be provided at the range: **groups should bring their own cleaning supplies.**

General Guidelines

- **Archery facilitators should be prepared to ensure that both themselves as well as participants can adhere to these guidelines.** If these guidelines cannot be followed, consider delaying your archery session to another time in the future when guidelines may be less stringent.

Before the Archery Session

- Communicate with the troop leader: This should be done prior to the session to ensure the troop will be following the guidelines and to coordinate who will be bringing disinfectant.
- Pre-Screen Form: All **attendees** must have completed the [COVID-19 Health Pre-Screen Form](#).
 - This includes any adult chaperones and tagalongs that may be present.
- Wear a mask and wash hands: Before entering the range, the facilitator should be wearing a mask and have just washed their hands with soap and water for at least thirty seconds or used hand sanitizer if a sink/washstand is not available (perform hand hygiene). Consider bringing personal hand sanitizer to use throughout the session. The facilitator must wear a mask at all times while on the archery range.

Setting Up the Archery Range - Checklist

- Remove all equipment to be used during the session from the equipment shed. Leave any non-essential equipment in the shed such as repair equipment to minimize the amount of items that need to be disinfected.
- Leave program supplies outside the shed: If bringing programming supplies or other materials to the archery session, leave them outside the shed and do not store them.

All programming equipment brought into the archery session should be taken from the range after the session.

- Wipe down or spray equipment with disinfectant (germicide): This includes bows, armguards, finger tabs, shooting gloves, target faces, arrow quivers, and arrows with disinfectant (germicide). Disinfectant wipes may work better on target faces, quivers, arrows, and bows, while spray may work better on armguards, finger tabs, and shooting gloves. When properly shooting, bowstrings, finger tabs, shooting gloves, and arrow fletchings come into close contact with a person's mouth area and face, so it is of the utmost importance that this equipment be disinfected. There will be very limited disinfecting supplies at the range; the facilitator and/or troop is responsible for bringing disinfectant. Let the equipment air dry completely before using it.
 - Example videos for how to clean equipment can be found on gsLearn – "204 High Adventure Cleaning Procedures"
- Distance targets by 6 feet: Set up the targets so that the center of the target is at least six feet (~2.5 arrows) away from the center of a neighboring target. Depending on the size of the range, this may mean a reduction in the number of targets.
- Set the target line 6 feet away from the targets: Increased distance from the targets will allow girls standing on the target line to properly social distance from those retrieving arrows. Set up the shooting line and waiting line as usual.
- Place one quiver per target and mark where archers stand: Only one participant may shoot at an individual target at a time to adhere with social distancing. Place 1 quiver per target and mark out spots for the participants to stand on the shooting line, ensuring that each spot is at least six feet apart from neighboring shooters.
- Sort arrows into sets, each set to be used by one archer: Ideally, each archer will have their own set of arrows to use throughout the session. If there are not enough sets of arrows to give out one group per archer, consider decreasing the number of arrows in a set. Three arrows per set is perfectly acceptable. To make things easier, the facilitator may want to assign arrows to sets so that all arrows in one group have matching shafts and fletching colors.
- Set aside facilitator equipment: If possible, set aside one bow, finger tab or shooting glove, armguard, and arrow for facilitator use as the demonstration equipment.

Preparing Participants for the Archery Session

- Wear a mask and wash hands: Anyone who enters the range for any reason should be wearing a mask and have just washed their hands with soap and water for at least thirty seconds or used hand sanitizer if a sink/washstand is not available (perform hand hygiene). Consider bringing personal hand sanitizer to use throughout the session. Everyone must wear a mask at all times except when actively shooting while on the archery range.

- Archery safety talk: If the facilitator and the group are both comfortable, the facilitator may choose to remove their mask if they are more than 15 feet away when giving safety instructions to make sure the participants can clearly understand them. When giving safety instructions and during the rest of the time on the range, the facilitator and group should practice social distancing.
- Review COVID-19 safety considerations with the group: Let them know the equipment has been disinfected, targets are spaced to comply with social distancing, and equipment has been divided so that each archer will be using their own assigned equipment (if possible) during the session. Emphasize that they must social distance and wear a mask while on the range, even if they're not shooting. The facilitator should be sure to communicate with the troop leader prior to the archery session to ensure that they are aware of the guidelines.

During the Archery Session

- Stay 6 feet apart when facilitating: The facilitator should stay a safe distance away when facilitating. The USA Archery Coaching Position #4 (standing at a distance behind the archer) should be utilized as much as possible, and verbal assistance should be given first. Then, consider modeling the correct form on a separate bow set aside for facilitator use. Younger or more inexperienced archers typically need more hands-on assistance, however; the facilitator should refrain from touching an archer or moving within 6 feet of them unless the facilitator, archer, and another adult (troop leader) are comfortable with the facilitator doing so.
- Use a handheld whistle or verbal commands: Consider using a handheld whistle or verbal commands to move archers about the range, as a regular mouth whistle cannot be used while wearing a mask properly.
- Model armguard and finger tab/shooting glove: Model how to properly put on an armguard and finger tab/shooting glove for the archers. If needed, have the troop leader or other adult assist the archers in putting on their armguards and finger tabs/shooting gloves correctly.
- Assign equipment: Assign one bow, one set of arrows, one finger tab or shooting glove, and armguard to each archer. If there is not enough equipment for each archer to use their assigned one throughout the entire session, here are a few options. The choice of which option to follow depends on comfort levels of those involved and the final decision should be made by the facilitator and troop leader.
 - *Option A*: There is enough equipment for each archer to use the equipment assigned to them without sharing with anyone else.
 - *Option B*: The piece of equipment should be sanitized and then set to dry before another archer uses it.

- *Option C:* If participants perform hand hygiene prior to each time they use any equipment, and the two or three archers and troop leader are comfortable with it, they may share the piece of equipment without sanitizing in between uses.
- Designate equipment set locations: Regardless of how equipment is assigned, designate specific locations for certain equipment. Tape can be used to separate areas on benches or tables, or tarps/blankets could be set down to indicate where a piece of equipment goes. This system is up to the facilitator and may vary depending on the range layout.
- Participants should only retrieve their set of arrows: When retrieving arrows, participants should only retrieve the set of arrows that have been assigned to them. The facilitator should direct archers to first retrieve their own arrows out of their target and on the ground directly in front of their target. If arrows fall close to or are shot into another participant's target accidentally, the facilitator should instruct the archer to wait to retrieve their stray arrow after the other archer has retrieved their arrows. If the facilitator performs hand hygiene or wears gloves, they may retrieve arrows shot under or behind the safety curtain.
- Archers may not wear plastic gloves when shooting: This makes it difficult to grasp the bow and to pull back the bowstring correctly.
- Wear a mask and social distance: While actively shooting, participants are not required to wear a mask due to the possibility of the mask snagging on equipment (this follows USA Archery's [guidelines](#) for their own events). This means that **shooters must be socially distanced from each other at all times**. The only exception is for two individuals that already live in the same household (e.g. sisters or a mother and daughter). Participants on the range must continue to wear a mask and social distance from others at all times when on the range when not actively shooting.

After the Archery Session

- Hand Hygiene: All participants must perform hand hygiene after the session. Before disinfecting equipment, the facilitator must also perform hand hygiene. If possible, the facilitator may also want to wear a clean set of disposable gloves when putting away the disinfected equipment.
- Wipe down or spray equipment with disinfectant (germicide): This includes bows, armguards, finger tabs, shooting gloves, target faces, arrow quivers, and arrows with disinfectant (germicide). Disinfectant wipes may work better on target faces, quivers, arrows, and bows, while spray may work better on armguards, finger tabs, shooting gloves, and bowstrings. For items that should be sprayed, we recommend an alcohol solution that is at least 70% alcohol. When properly shooting, bowstrings, finger tabs, shooting gloves, and arrow fletchings come into close contact with a person's mouth area and face, so it is of the utmost importance that this equipment be disinfected.

There will be very limited disinfecting supplies (including spray bottles with alcohol) at the range; the facilitator and/or troop is responsible for bringing disinfectant.

- Let equipment air dry: Allow the equipment to air dry completely before putting it back in the equipment shed.
- Remove all programming supplies: No programming supplies or other materials from the archery session should be left in the archery shed or on the archery range after the session.