COMMON SAFETY RULES,

- All range users are required to sign-in to record books upon arrival
- Always treat a firearm as if it were loaded until you have personally certified it to be clear and never trust another person's word it is clear
- Never point a firearm at anyone, even in jest
- All firearms shall have breech flags inserted where practicable and/or the bolt removed and/or the action/chamber open whenever they are out of their transit case/bag, but not in actual use
- No person may uncase a firearm or move it on/off the firing point until the RCO has given permission
- No person may load a firearm until the RCO has given command to do so
- A loaded firearm must always be pointed in a safe direction i.e downrange towards the target, always parallel to the ground-even when loading
- No person shall walk downrange until all firearms have been cleared breech flags inserted, or have been removed from the firing point and the RCO has given permission to move forward
- Once firearms on the firing point have been inspected and the RCO has given the 'clear' instruction, shooters shall not under any circumstances touch the firearm until the RCO has given permission to do so
- Only the shooters, their coaches and the RCO shall be present on the firing point during a shooting detail
- No person may distract a shooter during a shooting detail, except the RCO or a coach
- In an emergency the RCO will shout "STOP STOP STOP" to suspend shooting, upon hearing this command shooters shall immediately stop shooting, place their firearms upon the firing point and step away from them
- Shooters shall only engage targets directly in front of their firing point. Cross lane shooting will not be permitted

Welcome to:

STAFFORD POST OFFICE

RIFLE & PISTOL CLUB

Mike Bladon	Karl Scotter	John Taylor
Club Chairman	Secretary	Treasurer

www.sporpc.co.uk

Rules & Regulations for the better running of the Club

And Guidance for Club Members

Introduction

a) These Rules and Regulations are for the better management and running of the Club facilities. When firing takes place on a range, the specific Range Standing Orders take precedence.
For general guidance on law and procedure, Members are strongly advised to follow the Police Firearms Guidance and Home Office Guidance, available via the relevant web-sites

b) As this shooting facility is available Evenings and weekends to members, it is important that there are NEVER less than 2 persons present, 1 being an RCO on the range when any shooting is taking place and that these rules and regulations be properly observed.

c) Should any member object to, or have interpretation difficulties with these Rules and Regulations, then this must be raised with the Committee for resolution, whose decision will be final.

Shooting/Safety

1) Ear and eye protection should be worn when shooting is taking place by those firing and those in the immediate vicinity on that range, in accordance with the Standing Orders of that Range, and if appropriate for the firearm being used.

2) (a) it is the shooters responsibility to familiarise themselves with and act in accordance with the Range Safety Certificate and Standing Orders which apply to the range on which he/she is about to shoot.
(b) Shooters must not commence shooting until a Range Conducting Officer (RCO) is present
(c) The RCO takes full responsibility for safety on the range while he/she is in control and his/her decision is final.

ATTENDANCE RECORD

DATE	AMMO	FIREARM	SERIAL No

25)Probationary members must be supervised at all times by a full member RCO or an appointed coach and must do 16 visits before being put forward for full membership. Probationary members from another club, who are already in possession of an FAC, may have a shorter probationary period.

26) A person who becomes a member for the purpose of shooting air weapons would not normally have access to section one firearms or ammunition unless they are in possession of a FAC. However club gun may be shot on the premises by members not in possession of a FAC when suitably controlled and supervised.

27)Guest shooters from other clubs can shoot on the range when invited to do so, and in the presence of an active RCO e.g club competitions and open days in accordance with home office guidelines.

28) Club can have open days / guest days in accordance with club guidelines, every guest must fill their name and address in visitor book and police could be notified to cover the club in case that guest is prohibited from holding firearms.

3) Pistol calibre ammunition .22, .38, .357, .44, .45 and 9mm as well as black powder firearms up to .68 ball may be used on the range, in accordance with the Range Certificate.
4) There must always be at least two people present on the range when shooting is taking place, CCTV surveillance is in operation at all times.
5) Conversation on the firing point shall be conducted in a quiet and subdued manner which does not distract shooters on the firing point.
6) The Range Officer on duty or any member of the Club's Committee may insist on the immediate removal from the club's premises of any person deemed to be acting in a dangerous or unsafe or inappropriate or unseemly manner. The RCO may also refuse to allow a person to shoot if he/she considers they are not in a fit condition to do so.
7) It is the responsibility of all members to inform the Club's Committee of any conduct on the club premises by any person, whether or not they are members of the club, that is illegal, unsafe, dishonest, discreditable, ungentlemanly or anything which is contrary to the range safety certificate and Range Standing Orders. Such reports shall be made to the Secretary or if he/she is not available to the Chairman.
8) All shooting at these premises shall be in accordance with NRA and/or NSRA rules
9) Disciplinary action may be taken against anyone wilfully damaging or abusing club premises or equipment. Anyone acting in contravention of Standing Orders, Rules and Regulations shall have the matter brought to their attention and any issues are to be rectified. Serious breaches shall be brought to the attention of the Chairman or Secretary where a decision to place the matter before the full committee may result in withdrawal of membership and referral to the relevant enforcing authorities.

10) The discharge of all ammunition (when it is safe to do so) shall be from the direction of the firing point towards the targets at the far end of the indoor range, making sure all bullets stay within the shooting lanes.

11) Members will only use safe firearms and safe ammunition on the Range, firearms will not be overloaded or over stressed or ammunition filled beyond its manufacturer's tolerances. Users and operators are personally responsible when firing non-club firearms or non-standard ammunition in the event of explosion, equipment failure or mishap.
12) Any person who has used a firing point shall ensure that they leave the firing point and range area, safe, clean and tidy
13) In accordance with UK law, Smoking is not permitted in any part of the club house, range or social club.
14) Vehicle parking shall only be in the designated areas and shall be at the vehicle owners risk. Vehicles are to be parked neatly and not so as

to enclose or block in other vehicles or to obstruct access ways and safety/emergency exits

Administration Matters

15) On entering the club premises all members, guests and visitors who are to shoot shall enter their names in the Range Register. All members must complete and sign the log sheet recording the firearm(s) to be used that day

16) Members are prohibited from using club premises or facilities in connection with any business or commercial undertaking

17) Persons under the age of 18 years are not permitted on these premises unless they are under the supervision of a responsible adult

18) Ammunition purchased at the club is to be used on the range on that day but any ammunition not used must be entered on the purchasers FAC (if it is to leave the club premises) or re-secured in the club armoury

19) No animals shall be allowed on any part of club premises.

20) For your security, safety and protection CCTV is used on the range and club room. There is continuous recording which would be made available to the police if required. Unauthorised members are prohibited from making adjustments to or deliberately obscuring CCTV cameras

21) First aid, A first aid kit is provided and maintained in the club room. In the event of a minor injury then the RCO in attendance is required to render first aid as appropriate. In the event of a serious injury requiring professional medical assistance the RCO in attendance is required to call for an ambulance as appropriate. All accidents (either requiring medical attention or not) are to be recorded in the Accident/Medical Events book and in the case of a serious accident, reported to the Chairman or Secretary

22) Child Protection. Any matter relating to the protection and safeguarding of children and vulnerable adults when at club premises is to be referred immediately to the Club Secretary who will deal with it in accordance with the NRA and NSRA rules and regulations relating to such matters.

23) Range Maintenance. Any items of range maintenance are to be reported immediately to the RCO on duty, Chairman or Secretary. It is an express requirement that Members look after Club kit and equipment and facilities and that all is kept safe and secure

24) Club Armoury. This is within the Club Room and is to be kept secure and locked at all times (except when firearms and ammunition are being issued and returned) with the keys in the possession and control of the Authorised Key Holder/RCO. Club ammunition is available for use, but appropriate payment must be made when issued, all bullets and monies must be recorded by RCO in appropriate paperwork for such transactions. The RCO must ensure all club firearms are cleared empty and together with unused ammunition are returned to armoury at end of shooting session.