

Sporting Targets
GENERAL CODE OF PRACTICE
ALL MEMBERS VISITORS
OPEN PRACTICE

In the interests of Health & Safety All Members Visitors are required to follow the following Rules.

All members / visitors to book in with reception on arrival.

ALL NOVICE SHOOTERS INCLUDING THOSE OF LIMITED EXPERIENCE MUST IDENTIFY THEMSELVES AS SUCH ON ARRIVAL ALL NON CERTIFICATED SHOOTERS TO SIGN SECTION 21 DECLARATION

Closed or Out of Bounds ranges are advertised on the white board in reception. Although such areas will be roped off and signed closed, all users are asked to take note prior to commencement of shooting and ensure that these areas are avoided.

Non-shooting Visitors are welcome into the range areas but must adhere to all range safety Instructions. Hearing and Eye Defence signage is positioned at the three entrances from the car park into the ranges. ALL USERS WILL COMPLY WITH THIS REQUIREMENT. Any person found beyond the entrances to the Ranges without Ear and Eye defence will be required to leave IMMEDIATELY.

The closing and dry mounting of shotguns in the car park area is strictly forbidden. **THE SHOOTING OR DRY MOUNTING OF GUNS AT ANY TARGET OTHER THAN CLAYS IS STRICTLY FORBIDDEN, this includes any animals or birds.**

ALL GROUND / RANGE USERS ARE EXPECTED TO COMPLY WITH ANY REQUEST MADE BY STAFF.
IN THE CASE OF A MISFIRED CARTRIDGE, THE GUN WILL REMAIN POINTING DOWN THE RANGE FOR A PERIOD OF 20 SECONDS BEFORE ANY ATTEMPT IS MADE TO OPEN THE GUN AND CHECK THE REASON FOR THE MISFIRE.

NO PERSON TO PLACE THEMSELVES FORWARD OF / IN FRONT OF THE FIRING POINT OR SHOOTING CAGE WITHOUT THE ACCOMPANIMENT OF AN ON DUTY MEMBER OF STAFF. ANY AREA FORWARD OF / DOWN RANGE OF ANY FIRING / SHOOTING STATION IS STRICTLY OUT OF BOUNDS. ALL INCIDENTS/ACCIDENTS INVOLVING DAMAGE TO ANY GUN OR ANY PROPERTY OR ANY INJURY MUST BE REPORTED TO MAIN RECEPTION IMMEDIATELY.

GUNS

All guns to be proofed by Proof Houses AND remain within the confinements borne by the Proof marks stamped on the gun. No gun to be loaded with any cartridge that exceeds the proof marks on the gun by weight, pressure or by chamber length. All guns used on the premises must be in a good sound operational condition.

- ✓ This can be interpreted as follows: -
- ✓ Any side or top ribs to be securely attached
- ✓ Barrels to be free of dents or bulges
- ✓ Barrels to be securely retained against the face of the action
- ✓ No looseness of the action
- ✓ Trigger pulls to be adjusted correctly
- ✓ Stock and fore-end to be securely attached
- ✓ Stock and fore-end free of un-repaired cracks or splits
- ✓ Any Member or Visitor must submit for inspection any gun where any of the above is / may be in doubt OR UPON ANY REQUEST BY STAFF.

ANY MEMBER OF STAFF MAY STOP ANYONE SHOOTING ANY GUN HE SUSPECTS TO BE UNSAFE OR UNSUITABLE AND REQUIRE THAT GUN TO BE REMOVED FROM THE RANGES IMMEDIATELY.

The transporting of ALL guns from the car park into the Ranges and between Ranges MUST be with the gun either open and empty OR empty and carried in a slip or case.

Semi Automatic and Pump Action Guns may not be loaded with any more than two cartridges at any time.
The use of any FAC rated shotgun will only be authorised by prior appointment by application to the Managing Director.

The use of Safety Flags in the breech of Semi automatics and Pump Action Shotguns is required when walking the gun from the Car Park and between Ranges. The gun shall only be carried with the muzzle pointing upward. Any user not in possession of a safety flag will be required to "slip" the gun when not in immediate use and when in transport at all other times.

CARTRIDGES

The use of SNAP CAPS on the premises is not recommended. PLEASE LEAVE THEM AT HOME STEEL SHOT cartridges is NOT permitted on the ground.

Members and Visitors may bring their own cartridges for use on the ground.

HOWEVER :-

- ✓ Cartridges must be in good condition AND not exceed PROOF, PRESSURE OR CHAMBER LENGTH for the gun in which they are used.
- ✓ HOME LOADED / RELOADED or any other cartridge other than factory loaded ammunition may ONLY be used when submitted to staff by prior appointment.
- ✓ THE MANAGEMENT RESERVE THE RIGHT TO STOP AND PROHIBIT THE USE OF ANY HOME LOADED OR RELOADED CARTRIDGE AT ANY TIME.
- ✓ THE MANAGEMENT ALSO RESERVE THE RIGHT TO SEND ANY HOME LOADED / RELOADED CARTRIDGE TO THE PROOF HOUSE FOR TESTING.

4. SHOT SIZES

- ✓ **From No.9 – No.6 on Sporting Layouts**
- ✓ **From No.8 – No.9 on the Skeet Layout. Skeet Layout Clearly Signed to that Effect.**
- ✓ **No Shot Size larger than No. 6 may be fired on the ground.**
- ✓ **No shot weight to exceed 28 gram loads.**

ON THE RANGES

All safety signage to be always complied with.

In respect of the PATTERN PLATE. NO STEEL SHOT TO BE USED AT ANY TIME.

All shooting will occur –ONLY- from on-range cages.

Staff set safe shooting angles each day in a manner that will ensure that direction of fire and fallout areas are into non-populated areas.

Shooting from areas other than predefined cages may only be permitted when arrangements are made by prior appointment before the day in question.

NO GUN WILL BE LOADED UNTIL SUCH TIME THAT THE USER IS STANDING WITHIN THE CONFINES OF THE SHOOTING CAGE AND THE GUN IS POINTING DOWN THE RANGE IN THE DIRECTION OF FIRE.

NO SHOOTER WILL LEAVE THE SHOOTING CAGE UNTIL HIS GUN IS BOTH OPENED AND EMPTIED

WHEN WALKING BETWEEN RANGES OR TO AND FROM THE CAR PARK, GUNS WILL EITHER BE CARRIED IN A SLIP OR CARRIED UNSLIPPED BUT OPEN AND EMPTY.

The use of Safety Flags in the breech of Semi automatics and Pump Action Shotguns is required when walking the gun from the Car Park and between Ranges. Any user not in possession of a safety flag will be required to "slip" the gun when not in immediate use and when in transport at all other times.

IF AT ANY TIME A GUN MAKES A STRANGE NOISE OR THE RECOIL OR GUN HANDLING FEELS DIFFERENT WHEN FIRED, THE USER MUST :-

STOP, UNLOAD AND FULLY CHECK THE GUN BEFORE CONTINUING.

GENERAL CODES OF PRACTICE PRIVATE TUITION

All private tuition will be carried out by Instructors qualified to either CPSA or BASC standards and will be a Registered Instructor with either body.

The Instructor WILL be directly responsible for his Client in all of the points in General Codes of Practice-Open Practice.

Instructors, as members of staff of the Company, are permitted to move their Client away from the fixed shooting cages, as they are expected to know the safe angles and fall-out areas set for that day.

The Instructor will: -

- ✓ In Reception or Gun room make his introduction to the Client and enquire of the Clients needs. (SIGN Section 21 declaration if a non certificate holder!)
- ✓ Ensure the possession of both Ear and Eye Defence.
- ✓ Provide the appropriate gun and cartridges should the Client not have these items of their own.
- ✓ Ascertain eye dominance and then fit the gun to the Client.

On the Range, dependant wholly on the experience of the Client,

- ✓ Provide sufficient information of the workings of, loading of and firing of the shotgun and how the projectiles leave the barrel and form a pattern within the air.
- ✓ Further explain how this pattern can be used in relation and respect of the speed and direction of the target in order to affect a kill.
- ✓ Explain how recoil of the fired shot is relative to weight, length and calibre of the gun also of stance of the shooter and gun mount.
- ✓ Show the Client the target and discuss movement of the gun in relation to the target to affect a kill.
- ✓ Allow the Client to shoot the first target. Repeat as necessary with discussion after each shot until a kill is affected and the Client can demonstrate an ability of understanding of WHY this has occurred.

GENERAL CODES OF PRACTICE CORPORATE / GROUP TUITION

The Instructor will: -

- ✓ In Reception or Gun room make his introduction to the Client and enquire of the Clients needs. (SIGN Section 21 declaration if a non certificate holder!)
- ✓ Ensure the possession of both Ear and Eye Defence.
- ✓ Provide the appropriate gun and cartridges should the Client not have these items of their own.
- ✓ Ascertain eye dominance and then fit the gun to the Client.

All Corporate / Group Tuition will be carried out by the above stated Registered and Qualified Instructors.

The Instructor IS directly responsible for his Clients in all of the points in General Codes of Practice-Open Practice.

Group shooters will be welcomed at reception and prior to commencement of activities of any kind will be subject to a welcoming introduction to the premises wherein they will be informed of our requirements of them, delivered by a senior member of staff. Such an introduction will include a safety briefing, designation of groups to their individual Instructors and an expected itinerary of the day.

Instructors, as members of staff of the Company, are permitted to move their Clients away from the fixed shooting cages, as they are expected to know the safe angles and fall-out areas set for that day.

Group Tuition will follow the same course of action as per private instruction relative to the number in the group and the experience of individuals.

The maximum ratio of shooters to one instructor is currently set at SEVEN for both Group Instruction and Corporate Entertainment.

A quick turnaround of between six and ten shots per individual and then moving on to the next shooter benefits in maintaining the interest of the rest of the party.

Corporate Entertainment

It is accepted that it is neither appropriate nor beneficial to either the Instructor or the Delegates to attempt private tuition methods in Corporate Entertainment.

The Instructor will: -

- ✓ In Reception or Gun room make his introduction to the Client and enquire of the Clients needs. (SIGN Section 21 declaration if a non certificate holder!)
- ✓ Ensure the possession of both Ear and Eye Defence.
- ✓ Provide the appropriate gun and cartridges should the Client not have these items of their own.
- ✓ Ascertain eye dominance and then fit the gun to the Client.

Corporate shooters will be welcomed at reception and prior to commencement of activities of any kind will be subject to a welcoming introduction to the premises, wherein they will be informed of our requirements of them, delivered by a senior member of staff.

Accepting that the majority of Delegates in a Corporate Entertainment scenario are Novices, the Instructor will assist each delegate as necessary, both verbally and physically, in each stage of the shooting process. This will include : -

- ✓ An on range safety briefing.
- ✓ The loading of the gun.
- ✓ The mounting of the gun.
- ✓ The shooting stance.
- ✓ The motion of the gun in relation to the target to the point of firing the gun.

GENERAL CODES OF PRACTICE
SHOP SPECIFIC ISSUES
GUN HIRE

The shop is run and staffed by senior staff.

Gun hire can only be gained from shop staff.

GUN HIRE / LOAN SHALL BE AT THE SOLE DISCRETION OF MANAGEMENT OR SHOP STAFF. EACH REQUEST SHALL BE CONSIDERED UNDER ITS OWN MERITS.

WITHOUT PREJUDICE,
MANAGEMENT AND SHOP STAFF RESERVE THE RIGHT OF REFUSAL AT ANY TIME.

On a request of GUN HIRE, staff request a valid Shotgun Certificate. On production, this Cert is taken from the owner and kept as proof of the identity of the hirer until the return of the item to the shop. Possession of the hirers SGC covers this Companies responsibility under Section 21 Firearms Act 1968.

At all times shop staff will maintain the interests of the Company with a view to Section 21 Firearms Acts 1968

GENERAL CODES OF PRACTICE
SHOP SPECIFIC ISSUES
SALE OF AMMUNITION

The shop is run and staffed by two permanent staff.

Sales of Ammunition can only be gained from shop staff.

The Sale of Shotgun Cartridges and Rifle Ammunition is covered by the Firearms Act 1968 and subsequent Acts.

Shop staff will fully comply with current Law.

Sales of Shotgun Cartridges

Current Licensing of the ground permits the sale of cartridges to be used on the premises without production of a current Certificate. Operational Policy has fixed the number of cartridges w/o Licence, again to be used on the premises, to be a maximum of 100 per issue. Once those have been shot, the individual is welcome to purchase more if necessary. A check of the number of cartridges shot can be taken from the number of targets on the "CLAYMATE" counter.

Cartridges over 100 in number OR those requiring to "take away" from the premises must produce a current Shotgun Certificate. Shop Staff must check the following details on the Certificate :-

- ✓ In current date
- ✓ Photograph matches the person producing the Licence.
- ✓ That it is signed by the Holder.
- ✓ Where possible to check that the address shown is correct.
- ✓ Only the ORIGINAL certificate is acceptable. Photocopies and facsimiles are not proof Licensed Certification.

Section 1 Ammunition Sales

- ✓ The original Certificate must be produced in all cases.
- ✓ Details of permitted calibres, maximum quantities and "types" of ammunition authorised to purchase are detailed on the THIRD page of the Certificate.
- ✓ STAFF MUST ENSURE THAT THE PURCHASER:-
- ✓ Is permitted the calibre requested AND DOES NOT exceed the maximum authorised quantity.
- ✓ Is permitted the head type requested. (Expanding heads, hollow point or Ballistic, are only permitted with a Section 5 inclusion entered on the Certificate on page one "Additional Conditions")

Ammunition Sales are entered onto the Certificate on the rear page AND the Company Ammunition Register.

In the case of individuals who reload their own Section 1 Ammunition. Bullet heads alone are available. This is identified as just the bullet alone without the assemble case. Such is entered by staff onto the rear page of the Certificate as per normal as "Heads Only"

GENERAL CODES OF PRACTICE
SHOP SPECIFIC ISSUES
SALE OF SHOTGUNS & FIREARMS

The shop is run and staffed by senior staff.

Sales of Shotgun & Firearms can only be gained from shop staff.

The Sale of Shotguns and Rifles are covered by the Firearms Act 1968 and subsequent Acts.

Shop staff will fully comply with current Law.

Purchasers must produce a current Shotgun Certificate or current Firearm Certificate.

For Shotgun Sales

Shop Staff must check the following details on the Certificate:-

- ✓ In current date
- ✓ Photograph matches the person producing the Licence.
- ✓ That it is signed by the Holder.
- ✓ Where possible to check that the address shown is correct.
- ✓ Any imposed conditions of the Certificate i.e. restrictions on numbers and / or calibres thereof.
- ✓ Only the ORIGINAL certificate is acceptable. Photocopies and facsimiles are not proof of ownership of a valid, current Licence.

Staff will:-

- ✓ Enter the details of the shotgun, by hand, onto the Certificate.
- ✓ Enter the details of both new owner and shotgun onto the on site "Gun Log" computer system.
- ✓ Provide all paperwork for both the Registered Gun Log and the customer.
- ✓ Provide full instruction to the Customer of what paperwork is to be retained by him and what is to be sent to the Police Authority AND the time allowed to complete this.
- ✓ Complete the paperwork of the sale by sending our copy of the transaction to the Police Authority concerned AND in the case of a pre-owned gun; a copy of the transaction to the Police Authority where the gun was last Registered.

For Shotgun Purchases

Direct Purchases & Commission Sales

Shop Staff must check the following details on the Certificate:-

- ✓ In current date
- ✓ Photograph matches the person producing the Licence.
- ✓ That it is signed by the Holder.
- ✓ Where possible to check that the address shown is correct.
- ✓ Any imposed conditions of the Certificate i.e. restrictions on numbers and / or calibres thereof.
- ✓ Only the ORIGINAL certificate is acceptable. Photocopies and facsimiles are not proof of ownership of a valid, current Licence.

Staff will:-

- ✓ Check that the Gun concerned (by Serial Number and description) is currently entered onto the sellers Shotgun Certificate.
- ✓ Enter the Gun into the on site "Gun Log" computer system.
- ✓ Correctly label the gun and take it into our possession.
- ✓ If not shown as an entry on the sellers Certificate, CHECK THE STOLEN GUN LOG. Further ascertain from the seller, where it was obtained from and why not on Certificate. IF THERE IS ANY DOUBT, IMMEDIATELY, OBTAIN CLARIFICATION FROM BEDFORDSHIRE POLICE FIREARMS DEPARTMENT BY TELEPHONE.

For Firearm Sales

Shop Staff must check the following details on the Certificate:-

In current date

- ✓ Photograph matches the person producing the Licence.
- ✓ That it is signed by the Holder.
- ✓ Where possible to check that the address shown is correct.
- ✓ Any imposed conditions of the Certificate i.e. restrictions on numbers and / or calibres thereof.
- ✓ Only the ORIGINAL certificate is acceptable. Photocopies and facsimiles are not proof of ownership of a valid, current Licence.

Staff will:-

- ✓ Enter the details of the shotgun, by hand, onto the Certificate.
- ✓ Enter the details of both new owner and shotgun onto the on site "Gun Log" computer system.
- ✓ Provide all paperwork for both the Registered Gun Log and the customer.
- ✓ Provide full instruction to the Customer of what paperwork is to be retained by him and what is to be sent to the Police Authority AND the time allowed to complete this.
- ✓ Complete the paperwork of the sale by sending our copy of the transaction to the Police Authority concerned AND in the case of a pre-owned gun; a copy of the transaction to the Police Authority where the gun was last Registered.

For Firearm Purchases

Direct Purchases & Commission Sales

Shop Staff must check the following details on the Certificate:-

- ✓ In current date
- ✓ Photograph matches the person producing the Licence.
- ✓ That it is signed by the Holder.
- ✓ Where possible to check that the address shown is correct.
- ✓ Any imposed conditions of the Certificate i.e. restrictions on numbers and / or calibres thereof.
- ✓ Only the ORIGINAL certificate is acceptable. Photocopies and facsimiles are not proof of ownership of a valid, current Licence.

Staff will:-

- ✓ Check that the Gun concerned (by Serial Number and description) is currently entered onto the sellers Shotgun Certificate.
- ✓ Enter the Gun into the on site "Gun Log" computer system.
- ✓ Correctly label the gun and take it into our possession.
- ✓ If not shown as an entry on the sellers Certificate, CHECK THE STOLEN GUN LOG. Further ascertain from the seller, where it was obtained from and why not on Certificate. IF THERE IS ANY DOUBT, IMMEDIATELY, OBTAIN CLARIFICATION FROM BEDFORDSHIRE POLICE FIREARMS DEPARTMENT BY TELEPHONE.

**FIRE ARMS ACT 1968
SECTION 21**

IDENTIFIES PERSONS PROHIBITED (BY THE ACT) FROM:-

AT ANY TIME

**HANDLING ANY FIREARM OR AMMUNITION
TESTING ANY FIREARM OR AMMUNITION
POSSESSING ANY FIREARM OR AMMUNITION
THIS ACT INCLUDES AIR WEAPONS**

THE ACT DETERMINES THAT IT IS A CRIMINAL OFFENCE FOR ANY PERSON TO PLACE ANY FIREARM OR AMMUNITION OR AIR WEAPON IN THE POSSESSION OF ANY ONE WHO HE KNOWS OR HAS REASONABLE GROUNDS TO SUSPECT IS A PERSON PROHIBITED UNDER THE ACT.

THE ACT(S) DO NOT ALLOW ANY EXCEPTIONS

Subsequent Acts and Cases have shown that it is an insufficient defence to claim ignorance of the fact that such was a Prohibited Person.

**A PROHIBITED PERSON IS: -
ANY PERSON WHO HAS RECEIVED A CUSTODIAL SENTENCE OF BETWEEN 3 MONTHS AND 3 YEARS.**

THIS PERSON IS PROHIBITED FOR A PERIOD OF 5 YEARS FROM THE DATE OF RELEASE

ANY PERSON WHO HAS RECEIVED A CUSTODIAL SENTENCE OF 3 YEARS OR MORE.

THIS PERSON IS PROHIBITED FOR LIFE, FROM THE DATE OF RELEASE.

THE ACTS DO NOT DIFFERENTIATE ON "SUSPENDED" CUSTODIAL SENTENCES.

THE PROHIBITION MAY ONLY BE LIFTED ON APPLICATION TO THE CROWN COURT.

Corporate Entertainment

It is accepted that it is neither appropriate nor beneficial to either the Instructor or the Delegates to attempt private tuition methods in Corporate Entertainment.

Clay Shooting

Corporate Delegates/shooters will be welcomed at reception and prior to commencement of activities of any kind will be subject to an introduction to the premises, wherein they will be informed of our requirements of them, delivered by a senior member of staff. Such requirements will include: -

The necessity to wear both ear and eye defence and that it will be issued by the Instructor.

The ruling that all mobile phones will be switched off when on the Range. This is to ensure gun safety and that both hands remain on the gun when in use.

The placement of each individual into a group and an introduction to that groups Instructor.

After the 'Welcoming Introduction' the Instructor will: -

Take possession of his group and remain with them at all times.

(SIGN Section 21 declaration if a non certificate holder!)

Issue each individual with both Ear and Eye Defence.

Provide the appropriate gun and cartridges should the Client not have these items of their own.

Ascertain eye dominance and then fit the gun to the Client.

Accepting that the majority of Delegates in a Corporate Entertainment scenario are Novices, the Instructor will assist each delegate as necessary, both verbally and physically, in each stage of the shooting process. This will include : -

An on range safety briefing.

The loading of the gun.

The mounting of the gun.

The shooting stance.

The motion of the gun in relation to the target to the point of firing

Provide sufficient information of the workings of, loading of and firing of the shotgun and how the projectiles leave the barrel and form a pattern within the air.

Further explain how this pattern can be used in relation and respect of the speed and direction of the target in order to affect a kill.

Explain how recoil of the fired shot is relative to weight, length and calibre of the gun also of stance of the shooter and gun mount.

Show the Client the target and discuss movement of the gun in relation to the target to affect a kill.

Allow the Client to shoot the first target. Repeat as necessary with discussion after each shot until a kill is affected and the Client can demonstrate an ability of understanding of WHY this has occurred.