

Standard Operating Procedures

Minsi Trails Council

Range & Target Activities

Minsi Trails Council Range & Target Activities Committee
Updated May 10th 2025

Scouting is SAFE – Range and Target Activities

Scouting America and Minsi Trails Council, adheres to its longstanding policy of teaching its youth and adult members the safe, responsible, and intelligent handling, care, and use of firearms, archery and hand-held throwing sports in planned, carefully managed, and supervised programs. Safety during range and target activities must remain top of mind.

Supervision

Youth are supervised by qualified and trustworthy adults who set the example for safety. Supervision includes:

Range Management - a range safety position(s) who oversee the shooting stations and participants. At a minimum, all Scouts BSA troops, Venturing crews, and Sea Scout ships who provide unit-level sponsored/ planned range and target activities must have at least one registered unit leader 21+ years of age take the Range Activity SAFETY online training at my.Scouting. This individual must be present at the range during the activity.

Assessment

Activities are assessed for risks during planning. Leaders have reviewed applicable program guidance or standards and have verified the activity is not prohibited. Risk avoidance or mitigation is incorporated into the activity.

Fitness and Skill

Participants' Annual Health and Medical Records are reviewed, and leaders have confirmed that prerequisite fitness and skill levels exist for participants to take part safely.

Equipment and Environment

Safe and appropriately sized equipment, courses, camps, campsites, trails, or playing fields are used correctly. Leaders periodically check gear use and the environment for changing conditions that could affect safety. This includes:

Before any use, and periodically, all equipment (shooting devices, firearms, bows, slingshots, hawks, knives, target frames or targets, etc.) should be inspected by a range supervision and instruction and qualified gunsmiths or archery retailer.

Safe and secure storage and transportation for firearms, ammunition, bows, etc.

Personal Protective Equipment for all participants and observers is available and used as required.

Emergency Procedures, Hygiene, & Personal Conduct

"If an emergency situation occurs while on the range, the range RSO/Safety Officer is in charge. All participants should immediately make their firearm safe and remain calm."

"If there are any medical emergencies on the range they will be handled by the RSO, CRSO or range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguisher, and communications to call for medical assistance. There will be a AED at the range whenever the range is in use.

- 1) RSO will take charge of the situation. (Determine seriousness of injury)
- 2) All RSO are encouraged to have American Red Cross 1st Aid and CPR training
- 3) Render first aid if qualified
- 4) Call the Camp Medical Officer or **911** or Camp Ranger if required
- 5) Follow camp Emergency plan

Camp Minsi

106 Camp Minsi Road
Pocono Summit, PA 18346
Camp Office (570) 839-7860
GPS Coordinates
-75.4205862 41.1149887

"There is no eating or drinking on the firing line. The Ready line should be kept free of trash and all personal items placed under the bench."

"Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Soap and water is available at the rifle and shotgun ranges."

"Horse-play, loud talking or shouting, and unnecessary movement on the ready line will not be tolerated." No electronic devices should be used at the ranges ie; phones and ear buds.

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STANDARD OPERATING PROCEDURES

Shooting Sports Ranges

LIVE FIRE RANGE OPERATIONS GUIDE

The Chief Range Safety Officer (CRSO) or assigned Range Safety Officer (RSO) is in charge of each live fire shooting range. When a range is in use the CRSO or a certified RSO must be supervising range safety operation. The RSO's are NOT to be utilized as range "instructors". Their primary purpose is RANGE SAFETY. For Summer Resident Camp, the National Camp School Trained Shooting Sports Director is in charge of each live fire shooting range and will staff accordingly to the National Camp Accreditation Program (standard PS-214)

1. General

Live firing conducted on the shooting sports ranges of the Minsi Trails Council, BSA (MTC) is designed to provide authorized users access to a safe facility where they can become proficient with firearms and/or participate in council sponsored live fire shooting events. All shooting sports activities will follow the Scouting America Range & Target Activities manual and Minsi Trails Council Standard Operating Procedures.

2. Facilities for Use

Range availability is at the discretion of the Minsi Trails Council. The Director of Support Services/Camp Director/Camp Ranger, in conjunction with the MTC Property Committee and MTC Camping Committee will establish the operational days and times for the range operations. The Director of Support Services/Camp Director/Camp Ranger may close all or part of the ranges for other activities or for safety concerns. Application to use any range facility must be directed through the MTC reservation system for Council, District or Unit activities. All applications must meet the general rules, policies and safety requirements prior to approval use by the Director of Support Services/Camp Director/Camp Ranger.

3. General Rules, Policies and Safety Requirements

The Chief Range Safety Officer (CRSO), in cooperation with the Council Range & Target Activities Committee, will make all decisions regarding range safety rules & policies. These

decisions are final. The Range Safety Officer (RSO) on duty handles the operation of each range and is responsible for all safety and gun handling practices while the range(s) are in operation.

All established operational procedures, guidelines, policies and rules will abide by the following: a) guide to safe scouting, b) Camp Program & properties manual, c) Current year National Camp Standards, d) National Range and Target Activities Manual

General rules:

- a) Always Keep the Gun Pointed in a safe direction
- b) Always keep your finger off the trigger unit you are ready to fire
- c) Always keep the gun unloaded until you are ready to use it.
- d) Treat all firearms as if they are loaded at all times
- e) Never let the muzzle cover anything you are not willing to shoot
- f) Know the target and what is beyond
- g) Cooperate with others as to cease fire commands for target placement and obey all Range commands
- h) CRSO, RSO or Instructor has the authority to approve or deny use of the range to any individual and request they leave the range
- i) Shoot only in the appropriate direction from the designated firing lines
- j) Fire at authorized targets only
- k) Police all brass, paper, and other debris that accumulates on the range **and** dispose of them in the containers provided
- l) Fire only on designated ranges
- m) Fire only authorized firearms and ammunition (page 2, item 4)
- n) Use of appropriate ear and eye protection is mandatory for all individuals
- o) Ensure all projectiles impact within the established range safety limits
- p) Call "Cease fire" and make safe all firearms when observing any unsafe condition or when a shooter moves forward of the firing line
- q) Notify the Chief Range Safety Officer (CRSO) or Shooting Sports Committee Chairman of any safety infractions
- r) Do not climb on the berm
- s) Log range usage and comments into the range log book
- t) Children are to be supervised and under the control of an adult at all times

- u) Absolutely no one is allowed in front of the firing line while live fire is occurring.
- v) ONLY Firearms owed by Minsi Trails council will be allowed on the ranges.
- w) Under no circumstances should any Scout, Scout Leader, Parent or visitor, go over under or past a yellow perimeter rope. These ropes should not be moved, or changed, without the permission of the Camp Ranger, they are placed for the safety of our participates and identify all range perimeters.

4. Authorized & Prohibited Firearms

- a) The Scouting America adheres to its longstanding policy of teaching its youth and adult members the safe, responsible, intelligent handling, care, and use of firearms, air rifles, BB guns, and archery equipment in planned, carefully managed, and supervised programs. Except for law enforcement officers required to carry firearms within their jurisdiction, firearms shall not be brought on camping, hiking, backpacking, or other Scouting activities
- b) All Target & Range Activities held during a council resident camp will follow the current NCAP standards. All Range and Target Activities held outside of a council's resident camp will follow the program as outlined in the *Scouting America National Range and Target Activities Manual and the Minsi Trails Council SOP*.

5. Authorized Targets

- a) Paper and cardboard only, unless authorized by the MTC Range & Target activities Committee.
- b) No metal cylindrical or spherical objects that could shatter or cause ricochets
- c) Rifle/pistol targets must be within indicated target placement area.
- d) Flat steel plates and reactive targets may be used for special shooting events
- e) Only approved clay skeet is to be used on the shotgun range and or rifle range.
- f) Only Council owned Foam disks shall be used during Action Archery

6. Authorized Personnel Usage Approved by MTC Range & Target Activates Committee

- a) Current members of Scouting America, as authorized in the Guide To Safe Scouting & Age Appropriated Guidelines for Scouting Activities
- b) Individuals or non-scout groups may be approved by The Director of Support Services on a case-by-case basis.
- c) Participants in council /district /unit level sponsored Range & Target Activities

7. Range Personnel Requirements

- a) When shooting **rifle** there is to be a ratio of one NRA Certified RSO per range and one NRA certified Instructor/Coach per eight shooters
- b) When shooting **black powder** rifles there is to be a ratio of one NRA Certified RSO per range and one NRA Certified Instructor/Coach per shooter
- c) When shooting **pistols** there is to be a ratio of one NRA Certified RSO per range and one NRA Certified Instructor/Coach per (1) one shooter
- d) When shooting **shotguns** there is to be one NRA Certified RSO and one Certified Instructor per Shooter
- e) When shooting **Cowboy Action**, there is to be one NRA certified RSO and 1) NRA certified in Pistol, shotgun and Rifle instructor or 2) 3 individual NRA instructors for Pistol, Rifle, and shotgun.
- f) When shooting **air guns** there is to be a Cub Scout Shooting Sports Range Director or a NRA Rifle Instructor and a NRA Certified RSO.
- g) When shooting Action archery there will be one USAA Level I Archery instructor for every three shooters.
- h) When shooting Cub Scout BB guns there will be a NCS Shooting Sports director. During non-resident camp operation (District or Council Level events) there will be a Currently Certified Range master. Or NRA Rifle instructor
- i) When shooting Cub Scout archery there will be a NCS Shooting Sports director. During non-resident camp operation (District or Council Level events) there will be a Currently Certified Range master.

8. Range Personnel

a. Chief Range Safety Officer (CRSO)

- 1) The CRSO is appointed by & reports to the MTC Range & Target Activities Chairman in consultation with the MTC VP of Program and MTC Council Camping Chairman. The CRSO will assume the position under the direction of the Council Shooting Sports Committee Chairman.
- 2) The CRSO must be 21 years old, be a certified NRA Chief Range Safety Officer.

- 3) The CRSO, or his designated representative, is responsible for the continued safe operation of the range. If an unsafe condition exists he will cause the shut-down of that portion of the range complex and inform the Director of Support Services/Camp Director/Camp Ranger/R&T Activities Committee Chair of the condition that caused the shutdown

b. Range Safety Officers (RSO)

The Range Safety Officers' primary responsibility is to insure compliance of safety on the firing line. He / she will NOT also act as an instructor at any time during live fire.

- 1) The RSO(s) are approved by the council CRSO
- 2) All RSO's must be 21 years old & currently certified by the NRA as an RSO
- 3) The RSO must complete a range orientation conducted by the CRSO or his/her designee
- 4) The RSO will conduct the general daily operation for each range, and will not leave the firing line at any time while it is in operation
- 5) The RSO will report all serious problems or issues to the CRSO and enter them into the Range Log
- 6) RSO's are to conduct the Range Safety Brief with any group utilizing the live fire ranges
- 7) The Archery Range Instructor/Safety Officer must be certified by a National Camp School certified Shooting Sports Director. Trained card # 33767A is to be issued. The trained card is valid for the duration of summer camp of specific year.
- 8) Archery Range operation during nonresident camp operation must have a USA Archery Level I instructor or a NCS Certified Shooting Sports Director.
- 9) All Cub Scout BB Gun & Archery activities must be supervised by a certified safety officer 18 years old or older and currently trained by a National Camp School Shooting Sports Director, or an NRA certified Rifle instructor and an RSO. Trained card # 33767A is to be issued. The trained card is valid for two years

c. Shooting Sports Instructors

- 1) All live fire training activities must be supervised by a currently certified NRA Certified Instructor (in that discipline) and additionally when on the range, must

be supervised by a currently Certified NRA Range Safety Officer (two separate individuals)

d. Range Assistant

Must be (18) eighteen years of age or older, and holding current NRA Assistant Instructor's Certificate in the appropriate discipline. (#33767A) Can assist the chief instructor in supervising a range; however this does not include running a live firing line.

- 1) Assist the Range Safety Officer in daily range operations
- 2) Monitor Range Rules
- 3) Periodically walk the ranges to ensure safety rules and Range Rules are observed
- 4) Perform minor range maintenance, cleaning and general upkeep
- 5) Repair and re-face target frames
- 6) Perform other duties assigned by the Range Safety Officer and/or the Camp Ranger, Camp Director/Property Manager or Shooting Sports Director

e. Shooting Sports Counselors and Aides

- 1) Sixteen years of age or older and trained for specific duties by NCS shooting sports director
- 2) Under on site supervision of an NRA RSO or a NCS shooting Sports Director and may exercise crowd control, serve as training assistant for specified topics assigned by the RSO, move and maintain equipment, and act as a student coach/pupil setting, may NOT supervise any live fire

9. Range Areas

a. All ranges are under the direct supervision of the CRSO or the RSO, who will issue all commands on the Range

- 1) Each range **must** have an NRA Certified RSO on duty at all times when in use. RSO will insure all in attendance comply with all general rules, policies and safety requirements
- 2) A Range Safety Briefing is conducted whenever a "new" group of shooters is on the range. The briefing is conducted at the entrance to the range area in a position where all can visually see the range locations and safety markers

b. General rules

- 1) Troops, Crews and Ships must have one of the participating leaders take the online Range SAFETY training. (Does not apply during Summer camp programs)
- 2) Always close entry gate when you enter or exit
- 3) Check downrange for other shooters or range maintenance personnel
- 4) Be prepared to share the range facilities with others. Be cooperative
- 5) Red flag indicates the range is in use
- 6) Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used.

c. Rifle range

- 1) Do not shoot across the range to any target other than your own position's target
- 2) Do not shoot at the ground, at non-approved targets, or above the berm
- 3) ONLY Firearms owned by Minsi Trails council will be allowed on the ranges

e. Camp Minsi Multi Use Shotgun Range

- 1) Number 7-1/2 shot or smaller.
- 2) Throw clay targets in the approved direction
- 3) Minsi Trails Council Shooting Sports Committee approval for use of area.
- 4) ONLY Firearms owned by Minsi Trails council will be allowed on the ranges
- 5) Sporting Arrows program will use general use shotgun range only

f. Archery Range

- 1) Do not dry-fire bows
- 2) Use approved target arrows only
- 3) Always aim at approved target butts
- 4) Only Bows owned by Minsi Trails Council will allowed to be used on the range.
Exceptions will be made on a one on one basis for Adaptive shooter requirements

g. Sporting Arrows Range

- 1) Do not dry-fire bows
- 2) use approved 6 fletched Flu-Flu arrows only
- 3) always aim at targets during flight within the shooting window
- 4) Sporting Arrows program will not be allowed with wind speeds over 30 mph

5) One USAA level I archery Instructor to three (3) shooters. This applies to year-round use of the sporting arrows program, both summer camp and year round camping.

6) Only Bows owned by Minsi Trails Council will allowed to be used on the range. Exceptions will be made on a one on one basis for Adaptive shooter requirements.

10. Alcoholic Beverages and Drugs

It is the policy of Scouting America, Minsi Trails Council, that the use of alcoholic beverages and controlled substances is not permitted at encampments or activities on property owned and/or operated by Scouting America, or at any activity involving participation of youth members.

11. Emergency Procedures

"If an emergency situation occurs while on the range, the Range RSO/Safety Officer is in charge. All participants should immediately make their firearm safe and remain calm."

"If there are any medical emergencies on the range they will be handled by the RSO, CRSO or range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguisher, and communications to call for medical assistance. And AED will be at the Rifle range for all live fire programs.

- 1) RSO will take charge of the situation. (Determine seriousness of injury)
- 2) All RSO are encouraged to have American Red Cross 1st Aid and CPR training
- 3) Render first aid if qualified
- 4) Call the Camp Medical Officer or 911 or Camp Ranger if required
- 5) Follow camp Emergency plan

RSO CHECKLIST OF RESPONSIBILITIES

12. RSO RUNNING THE RIFLE RANGE

- a. Identify the Range Safety Officer
- b. Review: Three Safety Rules poster
 - 1. Always keep the gun pointed in a safe direction
 - 2. Always keep your finger off the trigger until ready to shoot
 - 3. Always keep the gun unloaded until ready to shoot
- c. Review: Range Safety Rules
 - 1. Cease Fire! (May be shouted by anyone for a safety issue)
 - 2. Eye and ear protection is mandatory for everyone on the range
 - 3. Misfires must be flagged and cleared in position on the range
 - 4. Cleaning hands and face after a shooting session is mandatory
- d. Prepare target areas (set targets)
- e. Prepare firearms for shooting (safe handling protocol)
- f. Place firearms at shooting stations (safe handling protocol)
- g. Set up ammunition with ammo blocks (adult supervised until stored)
- h. Place range border caution signs (100 ft apart) and section ropes out
- i. Place eye and ear protection at each firing point
- j. Begin each live fire exercise with “new” groups with the rifle portion of the Range Safety Briefing
- k. All ammunition is gathered and stored in locker in Range Armory
- l. Firearms are gathered and stored after daily use and cleaned if needed.
- m. Targets and equipment are gathered and stored
- n. Police the area for brass, water bottles, targets, and trash – pack it out!
- O) Only Firearms owned by Minsi Trails council we be permitted to be used

13. RSO RUNNING THE SHOTGUN RANGE

- a. Identify the Range Safety Officer
- b. Review: Three Safety Rules
 - 1. Always keep the gun pointed in a safe direction
 - 2. Always keep your finger off the trigger until ready to shoot
 - 3. Always keep the gun unloaded until ready to shoot
- c. Review: Range Safety Rules
 - 1. Cease Fire! (May be shouted by anyone for a safety issues)
 - 2. Eye and ear protection is mandatory for everyone on the range
 - 3. Misfires must be flagged and cleared by the RSO in position on the range
 - 4. Cleaning hands and face after a shooting session is mandatory
- d. Prepare target area/throw sighting clays
- e. Prepare firearms for shooting (safe handling protocol)
- f. Place firearms at shooting stations (safe handling protocol)
- g. Set up ammunition (adult supervised until stored)
- h. Charge battery for skeet machines/set up machines
- i. Place range border caution signs (100 ft apart) and section ropes out
- j. Begin each live fire exercise with “new” groups with the shotgun portion of the Range Safety Briefing
- k. All ammunition and black powder is gathered and stored in lock box in armory
- l. Firearms are gathered and stored after daily use and cleaned if needed.
- m. Targets and equipment are gathered and stored
- n. Make SAFE the skeet machines. Remove batteries
- o. Police the area for hulls, water bottles, targets, and trash – pack it out!
- p. Only Firearms owned by Minsi Trails council we be permitted to be used

14. RSO RUNNING THE BLACK POWDER / MUZZLELOADER RIFLE RANGE

- a. Identify the Range Safety Officer
 - 1. There is to be one instructor/coach per shooter
- b. Review: Three Safety Rules
 - 1. Always keep the gun pointed in a safe direction
 - 2. Always keep your finger off the trigger until ready to shoot
 - 3. Always keep the gun unloaded until ready to shoot
- c. Review: Range Safety Rules
 - 1. Cease Fire! (May be shouted by anyone for a safety issues)
 - 2. Eye and ear protection is mandatory for everyone on the range
 - 3. Misfires must be flagged and cleared in position on the range
 - 4. Cleaning hands and face after a shooting session is mandatory
- d. Prepare target area (set targets)
- e. Place eye and ear protection at each firing point
- f. Prepare firearms for shooting (safe handling protocol).
- g. Place firearms at shooting stations (safe handling protocol)
- h. Set up ammunition (adult supervised until stored)
- i. Place range border caution signs and section ropes out
- j. Begin live fire exercise with “new” groups with the muzzle loading portion of the Range Safety Briefing
- k. All ammunition & black powder is gathered and stored in lock box in armory
- l. Firearms are gathered and stored after daily use and cleaned if needed.
- m. Targets and equipment are gathered and stored
- n. Police the area for brass, water bottles, targets, and trash – pack it out!
- o. Muzzleloading Pistols are not allowed in Scouting America
- p. Only Firearms owned by Minsi Trails council we be permitted to be used

15. RSO RUNNING THE PISTOL RANGE QUALIFIED SCOUTS (Pistol shooting will take place on the 50-foot rifle range)

- a. Identify the Range Safety Officer
 - 1. There must be a ratio of one NRA certified Pistol instructor/coach per one shooter
 - 2. Insure that all participants meet the age requirement of 14 years old.
- b. All shooters must be participating in the NRA Pistol First Steps Class to shoot
- c. Review: Three Safety Rules poster
 - 1. Always keep the gun pointed in a safe direction
 - 2. Always keep your finger off the trigger until ready to shoot
 - 3. Always keep the gun unloaded until ready to shoot
- d. Review: Range Safety Rules
 - 1. Cease Fire! (May be shouted by anyone for a safety issues)
 - 2. Eye and ear protection is mandatory for everyone on the range
 - 3. Misfires must be flagged and cleared in position on the range
 - 4. Cleaning hands and face after a shooting session is mandatory
- e. Prepare target area (set targets)
- f. Prepare firearms for shooting (safe handling protocol)
- g. Place firearms at shooting stations (safe handling protocol)
- h. Set up ammunition (adult supervised until stored)
- i. Place range border caution signs and section ropes out
- j. Place eye and ear protection at each firing point
- k. Begin each live fire exercise with a new group with the Pistol Range Safety Briefing
- l. All ammunition is gathered and stored in locker in armory
- m. Firearms are gathered and stored after daily use and cleaned if needed.
- n. Targets and equipment are gathered and stored
- o. Police the area for brass, water bottles, targets, and trash – pack it out!
- p. Muzzleloading Pistols are not allowed in Scouting America
- q. Only Firearms owned by Minsi Trails council we be permitted to be used

16. RSO RUNNING THE COWBOY ACTION RANGE

- a. Identify the Range Safety Officer
- b. Review: Three Safety Rules poster
 - 1. Always keep the gun pointed in a safe direction
 - 2. Always keep your finger off the trigger until ready to shoot
 - 3. Always keep the gun unloaded until ready to shoot
- c. Review: Range Safety Rules
 - 1. Cease Fire! (May be shouted by anyone for a safety issue)
 - 2. Eye and ear protection is mandatory for everyone on the range
 - 3. Misfires must be flagged and cleared in position on the range
 - 4. Cleaning hands and face after a shooting session is mandatory
- d. Insure that all participants meet the age requirement of 14 years old.
- d. Prepare target areas (set targets)
- e. Prepare firearms for shooting (safe handling protocol)
- f. Place firearms at shooting stations (safe handling protocol)
- g. Confirm procedure on what adult will be loading the fire arms.
- h. Place range border caution signs (100 ft apart) and section ropes out
- i. Place eye and ear protection at each firing point
- j. Begin each live fire exercise with “new” groups with the Cowboy Action portion of the Range Safety Briefing
- k. All ammunition is gathered and stored in locker in Range Armory
- l. Firearms are gathered and stored after daily use and cleaned if needed.
- m. Targets and equipment are gathered and stored
- n. Police the area for brass, water bottles, targets, and trash – pack it out!
- o. Only Firearms owned by Minsi Trails council we be permitted to be used

17. SAFETY OFFICER RUNNING THE ARCHERY RANGE

- a. Level I archery instructor can serve as Instructor and safety officer
- b. Review: Three main safety rules for archery.
 - 1. Shooting Line rules
 - 2. Retrieving Arrow rules
 - 3. Shooting Line & Range command rules
- c. Review: Range Safety Rules
 - 1. Stop or Cease Fire! (May be shouted by anyone for a safety issues)
 - 2. Eye protection is mandatory for everyone on the range
- d. Prepare target area (set out target stands and target)
- e. Inspect all bows, bow strings, and arrows for safety prior to use daily. Any suspect equipment must be immediately removed and not used until safely repaired or replaced.
- f. Prepare bows & arrows for shooting (safe handling protocol)
- g. Place bows and arrows at shooting stations (safe handling protocol)
- h. Place range limit markers and section ropes out
- i. Place eye protection, finger tabs, & arm guards at each firing point
- j. Begin each live fire exercise with “new” groups with the archery portion of the Range Safety Briefing
- k. All equipment is gathered and stored in locker
- l. Police the area for water bottles, targets, and trash – pack it out!
- m. Only bows and arrows owned by Minsi Trails council we be permitted to be used

18. SAFETY OFFICER RUNNING THE ARCHERY SPORTING ARROWS RANGE

- a. Identify the USAA level 1 Archery Instructor
- b. Confirm wind speed is less than 30mph. Program cannot be run with wind speed in excess of 30mph.
- c. Review: Three main safety rules for archery.
 - 1. Shooting Line rules
 - 2. Retrieving Arrow rules
 - 3. Shooting Line & Range command rules
- d. Review: Range Safety Rules
 - 1. Stop or Cease Fire! (May be shouted by anyone for a safety issue)
 - 2. Eye protection is mandatory for everyone on the range
- e. Prepare target area (Setup and test target thrower) Install safety zone with yellow rope, and layout 45 degree shooting lane with yellow rope.
- f. Inspect all bows, bow strings, and arrows for safety prior to use daily. Any suspect equipment must be immediately removed and not used until safely repaired or replaced. All bows used in the sporting arrows program must be set to 26lb draw weight.
- g. Prepare bows & arrows for shooting (safe handling protocol)
All arrows used in the sporting arrows program must be Flu- Flu arrows.
- h. Place bows and arrows at shooting stations (safe handling protocol)
- i. Place range limit markers and section ropes out
- j. Place eye protection, finger tabs, & arm guards at each firing point
- k. Begin each live fire exercise with "new" groups with the archery portion of the Range. There shall be no more than (3) Three shooters at a time in the sporting arrows program. Safety Briefing
- l. All equipment is gathered and stored in locker
- m. Police the area for water bottles, targets, and trash – pack it out!
- n. Only Bows and Arrows owned by Minsi Trails council can be permitted to be used

19. SAFETY OFFICER RUNNING THE TOMAHAWK THROWING RANGE

- a. Identify the Safety Officer event will be supervised by a NCS Shooting Sports Director
- b. Review: safety rules for Tomahawk throwing
 - 1. Shooting Line rules
 - 2. Retrieving tomahawk rules
 - 3. Shooting Line & Range command rules
- c. Review: Range Safety Rules
 - 1. Stop or Cease Fire! (May be shouted by anyone for a safety issues)
 - 2. Eye protection is mandatory for everyone on the range
- d. Prepare target area (set out target stands and target)
- e. Inspect all Tomahawks and make sure they are safe and free of sharp edges (Other than the blade). Any suspect equipment must be immediately removed and not used until safely repaired or replaced.
- h. Place range limit markers and section ropes out
- j. Begin each live fire exercise with “new” groups with the Tomahawk portion of the Range Safety Briefing
- k. All equipment is gathered and stored in locker
- l. Police the area for water bottles, targets, and trash – pack it out!
- L. Only Tomahawks owned by Minsi Trails council will be used

NRA Gun Safety Rules

Three Fundamental NRA Rules for Safe Gun Handling

- 1. Always keep the gun pointed in a safe direction**
- 2. Always keep your finger off the trigger until ready to shoot**
- 3. Always keep the gun unloaded until ready to use**

Rules for Safe Gun Use

1. Know your target and what is beyond
2. Be sure the gun is safe to operate
3. Know how to use the gun safely
4. Use only the correct ammunition for your gun
5. Wear eye and ear protection as appropriate
6. Never use alcohol or drugs before or while shooting
7. Know and obey all range commands
8. Know where others are at all times
9. Shoot only at authorized targets
10. Do not handle a firearm or stand at the firing line where firearms are present while others are downrange
11. Stop shooting immediately upon the command of "Cease Firing"

NRA Hygiene Guidelines

1. Refrain from eating, drinking, smoking, applying makeup, or otherwise placing hands in proximity to the mouth or nose while on the range or cleaning a gun.
2. Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used
3. Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting or gun cleaning and before eating or drinking. Water is available at the range latrine.
4. Change and wash clothing after shooting or gun cleaning session to minimize exposure airborne particulate lead or solvent and cleaning product residues.
5. The Ready line should be kept free of trash and all personal items placed under the bench.

Range Safety Briefing & Range Commands

Purpose general Introduction

“Welcome to the Minsi Trails Council Range and Target Activates Ranges. On the range we conduct Rifle, Shotgun and Archery merit badge sessions. During the summer we also conduct evening twilight shoots on all ranges. Pistol shooting for Venturing Scouts is also available”

“Each range has its own Instructor & Range Safety Officer whose responsibility it is to conduct instruction and provide a safe shooting environment for all participants.”

On the Rifle Range we have _____. On the Shot Gun Range is _____.

The Archery Range has _____. On the Sporting Arrows Range is_____.

Cowboy Action Range is _____.

Range Layout & Limits

“The range complex has boundary markers that mark the outside limits of the range area and also act as warning markers to keep everyone out of the range danger areas. There is only one entrance to the range and that is by the access road you just came down. At no time should you go over or under any boundary marker or yellow rope to enter any range area.”

“All ranges have access gates that allow entrance to that particular range. You must stop at the gate and ask permission from the instructor/RSO before entering the range.”

“Each range has designated spectator areas, ready line, firing line, and target identifiers. Your instructor/RSO will cover in detail the operation for each range.”

General Range Safety Rules

“I direct your attention to the flag pole in the middle of the range area. On the pole is flown a RED flag. If the flag is all the way up, it means the range is open and you may enter the range and proceed to your program area. If the flag is down, then the range is closed and you should not enter any further than the range latrine.”

“Each range has limit markers on the left and right side of the shooting range. At no time should you aim or shoot your rifle, shotgun, pistol or arrows outside those limit markers. Care should also be taken in the elevation of your rifle, pistol, shotgun or bow.”

“The range is closed to all campers except during scheduled program times.” “There is no running on any range.”

“Never carry LIVE ammunition off the range. If you find live ammunition return it to your instructor.” “Each range has additional safety rules that are particular to that range. The instructors will cover those rules during the program periods. Please follow all rules and instructions.”

Range Safety Briefing / Rules

Rifle

For Cowboy Action Shooting Please reference Appendix A2 Page 47-49

Range Safety Briefing / Rules, Rifle

“There are three fundamental rules for Gun Safety;”

Always keep the gun pointed in a safe direction. For our purposes, the only safe directions are with the barrel pointed UP or with the barrel point DOWN-RANGE toward the target area (demonstrate). This includes moving around the firing line with your rifle. Always keep the barrel pointed up when off the line.

Always keep your finger off the trigger until ready to shoot. Your trigger finger should lay above the trigger guard with the finger extended (demonstrate). Never leave your trigger finger on the trigger.

Always keep the gun unloaded until ready to use. You will be given the command to load your rifle. Only then will you place a round in the chamber. At all other times you must keep your bolt open and bolt pulled to the rear. All rifles are equipped with a safety device. The safety is a mechanical device that can fail. Our indicator that your rifle is safe is the bolt open and pulled to the rear (demonstrate).

Rifle Firing Line & Range Commands

Course of fire is one round in gun, no multiple loads permitted

“There are eight shooting points on the firing line running from left to right or right to left. The target identifiers are numbered the same way, 1-8. Make sure that you are aiming at your own target when shooting.”

“Please note the limit markers on each side of the target area. At no time are you to aim outside the limit markers. Take care in elevating your rifle. Do not aim your rifle up to such a degree that you could fire over the berm.”

“You will be called to the firing line in groups of eight or less. At that time you may select a shooting position and have a seat and wait for further instructions. At no time are you to touch the rifle until told to do so.”

“You will receive range commands that will walk you through the live fire exercise. Do not anticipate any commands.”

Review Rifle Range Commands & Procedures

- Approved shooting safety glasses and ear protection is required for all shooters and instructors.
- **"READY ON THE FIRING LINE"** shooters to take their assigned place at their firing point, put on the safety equipment, pick up the rifle & take up a good shooting position, but do not load. Return rifle to the bench rest when ready.”
- **"READY ON THE RIGHT, READY ON THE LEFT"** All shooters are in a good shooting position and ready to load.
- **"LOAD"** means shooters are given permission to pick up their rifle load the authorized number of rounds and prepare for the shooting event.”

- **“IS THE LINE READY?”** allows a shooter with problems to raise their hand. The range officer will immediately state: **“THE LINE IS NOT READY”** if a problem is noted. **“THE LINE IS READY”** means all shooters are ready to begin.”
- **“COMMENCE FIRING!”** signals shooters to begin shooting. This command may be signaled verbally, by a whistle or other means. Once shooters have shot the allotted number of rounds, rifles should be returned to the bench rest with actions opened and bolts to the rear. If at any time you have problems (a miss-fire, jam, or mechanical issue) keep the rifle pointed down range and raise your hand for assistance.”
- **“CEASE FIRE - CEASE FIRE – CEASE FIRE!”** is called by anyone if any unsafe condition occurs “Show open and clear.”
- **“CEASE FIRE—ACTIONS OPEN!”** notifies shooters to that all rounds have been fired, all rifle chambers and magazines are unloaded with bolts to the rear with rifles retuned to the bench rest.”
- **“IS THE LINE SAFE?”** all rifles are unloaded and bolts are to the rear. **“THE LINE IS SAFE”** indicates that it is now safe to move on the firing line.”

Other commands you may hear

- **“AS YOU WERE”** means to disregard the command just given.
- **“COMMENCE FIRING, OR RESUME SHOOTING”** means to proceed with whatever was being done before the interruption occurred.

“After **THE LINE IS SAFE** command you will be directed to remove the ear & eye protection, stand up, clean up your spent brass and proceed to the target area to remove/replace your target. You will then return to the firing line or to the ready line to prepare for the next relay. At no time should you stand up or move away from the firing line until told to do so.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the RSO, CRSO and range instructors or the camp medical officer. Each range is equipped with a 1st aid kit for minor medical issues, fire extinguisher, and communications to call for medical assistance. There will be an AED located at the rifle range. If there is a medical emergency all shooters should immediately cease fire and clear their rifles, place the bolts to the open position, and install chamber flags and return their rifle to the bench rest. Remain seated until given further instructions.”

“There is no eating or drinking on the firing line. The Ready line should be kept free of trash and all personal items placed under the bench.”

Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used

“Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Soap and water are available at the rifle and the shotgun range.

“Horse-play, loud talking or shouting, and unnecessary movement on the ready line will not be tolerated.”

Range Safety Briefing / Rules Shotgun

For Cowboy Action Shooting Please reference Appendix A2 Page 47-49

Range Safety Briefing / Rules, Shotgun

“There are three fundamental rules for Gun Safety;”

Always keep the gun pointed in a safe direction. For our purposes, the only safe directions are with the barrel pointed UP or with the barrel point DOWN-RANGE toward the target area (demonstrate). This includes moving around the firing line with your gun. Always keep the barrel pointed up when off the firing line.

Always keep your finger off the trigger until ready to shoot. Your trigger finger should lie outside & above the trigger guard with the finger extended (demonstrate). Never leave your trigger finger on the trigger.

Always keep the gun unloaded until ready to use. You will be given the command to load your shotgun. Only then will you place a round in the chamber. At all other times you must keep your action open. All shotguns are equipped with a safety device. The safety is a mechanical device that can fail. Our indicator that your shotgun is safe is the action is kept open (demonstrate).

Course of fire is one load per gun, loaded by shooting coach.

Shotgun Firing Line & Range Commands

“There are two shooting points on the shotgun firing line. You can select which firing point you want to shoot from.

“Please note the limit markers on each side of the target area. At no time are you to point or shoot outside the limit markers.”

“You will be called to the firing line. At that time you are to put on your eye & ear protection, select a shotgun, (keeping the barrel pointed up) move to a firing point, take up a good gun ready position and wait for further instructions.”

“You will receive range commands that will walk you through the live fire exercise. Do not anticipate any commands.”

Review Range Commands & Procedures

- Approved shooting safety glasses and ear protection is required for all shooters and instructors.
- **“RANGE IS HOT”**
- **“PULL!”** Signals shooter to begin shooting with the shooter giving the command **“PULL”**. Once shooters have shot the allotted number of rounds, guns should be brought to the gun ready position with barrels pointed down range & actions opened. If at any time you have problems (a miss-fire, jam, or mechanical issue) keep the barrel pointed down range and raise your hand for assistance.”
- **“CEASE FIRE - CEASE FIRE – CEASE FIRE!”** is called by anyone if any incident occurs that indicates possible injury to some living thing should firing continue. Guns should be brought to the gun ready position & made safe.”
- **“CEASE FIRE—ACTIONS OPEN!”** notifies shooters that all rounds have been fired and all gun chambers and magazines are unloaded with actions open.”
- **“IS THE LINE SAFE?”** all guns are unloaded and actions open. **“THE LINE IS SAFE”** indicates that it is now safe to move off the firing line with barrels pointed up.”

Other commands you may hear

“AS YOU WERE” means to disregard the command just given

“COMMENCE FIRING OR RESUME SHOOTING” means to proceed with whatever was being done before the interruption occurred.

After **THE LINE IS SAFE** command you will be directed to move off the firing line, return your gun to the gun rack and move to the ready area. At no time should you move away from the

firing line until told to do so. The gun barrel should always be pointed **up** when off the firing line.

Trap Machine Operation

“The setup, loading, un-loading, charging, and operation of the trap machine will be accomplished by the range instructor. At no time should participants handle the machine unless it is in a safe condition and are told to do so by the instructor. Participants should always keep hands outside the safety bar surrounding the machine.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguishers, and communications to call for medical assistance. There will be an AED located at the rifle range, If there is a medical emergency all shooters should immediately cease fire and clear their guns, open actions and return their gun to the gun rack. Wait for further instructions.”

Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used.

“There is no eating or drinking on the firing line. The Ready line should be kept free of trash and all personal items placed under the bench or table.”

“Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Soap and water are available at the rifle and shotgun range.”

“Horse-play, loud talking or shouting, and unnecessary movement on the ready area will not be tolerated.”

Range Safety Briefing / Rules Pistol

For Cowboy Action Shooting Please reference Appendix A2 Page 47-49

Pistols

Scouting America members who are 14 years of age or older, or are 13 years of age and have completed the eighth grade, Venturing and Sea Scouts may participate in the NRA FIRST Steps Pistol Orientation sponsored by the district or council. No other pistol program is allowed, except for potential participation in approved council cowboy action programs. No unit level sponsored pistol program is approved in any Scouting America programs. Minsi Trail Council currently only use .22 caliber pistols.

Handguns of any type are NOT permitted for Cub Scouting.

Range Safety Briefing / Rules, Pistol

“There are three fundamental rules for Gun Safety;”

Always keep the gun pointed in a safe direction. For our purposes, the only safe directions are with the barrel pointed at the ground or with the barrel point DOWN-RANGE toward the target area (demonstrate). This includes moving around the firing line with your pistol. Always keep the barrel pointed up when off the line.

Always keep your finger off the trigger until ready to shoot. Your trigger finger should lay above the trigger guard with the finger extended (demonstrate). Never leave your trigger finger on the trigger.

Always keep the gun unloaded until ready to use. You will be given the command to load your pistol. Only then will you place a round in the chamber. At all other times you must keep your actions open. All pistols are equipped with a safety device. The safety is a mechanical device that can fail. Our indicator that your pistol is safe is the action open (demonstrate).

Course of fire no extended magazines or rapid fire (5 second intervals)

Pistol Firing Line & Range Commands

“There are eight shooting points on the firing line running from left to right. The target identifiers are numbered the same way, 1-8, left to right. Make sure that you are aiming at your own target when shooting.”

"Please note the limit markers on each side of the target area. At no time are you to aim outside the limit markers. Take care in elevating your pistol. Do not aim your pistol up to such a degree that you could fire over the berm."

"You will be called to the firing line in groups of eight or less. At that time you may select a shooting position and have a set and wait for further instructions. At no time are you to touch the pistol until told to do so."

"You will receive range commands that will walk you through the live fire exercise. Do not anticipate any commands."

Review Pistol Range Commands & Procedures

- Approved shooting safety glasses and ear protection is required for all shooters and instructors.
- **"READY ON THE FIRING LINE"** shooters to take their assigned place at their firing point, put on eye & ear protection, pick up the pistol & take up a good shooting position, but do not load. Return pistol to the bench rest when ready."
- **"READY ON THE RIGHT, READY ON THE LEFT"** All shooters are in a good shooting position and ready to load.
- **"LOAD"** means shooters are given permission to pick up their pistols load the authorized number of rounds and prepare for the shooting event."
- **"IS THE LINE READY?"** allows a shooter with problems to raise their hand. The range officer will immediately state: **"THE LINE IS NOT READY"** if a problem is noted. **"THE LINE IS READY"** means all shooters are ready to begin."
- **"COMMENCE FIRING!"** signals shooters to begin shooting. This command may be signaled verbally, by a whistle or other means. Once shooters have shot the allotted number of rounds, pistols should be returned to the bench rest with actions opened. If at any time you have problems (a miss-fire, jam, or mechanical issue) keep the pistol pointed down range and raise your hand for assistance."

- **“CEASE FIRE - CEASE FIRE – CEASE FIRE!”** is called by anyone if any incident occurs that indicates possible injury to some living thing should firing continue. Actions should be opened and pistols returned to the rest.”
- **“CEASE FIRE—ACTIONS OPEN!”** notifies shooters to that all rounds have been fired, all pistol chambers and magazines are unloaded with pistols returned to the bench rest.”
- **“IS THE LINE SAFE?”** all pistols are unloaded and actions open. **“THE LINE IS SAFE”** indicates that it is now safe to move on the firing line.”

Other commands you may hear

- **“AS YOU WERE”** means to disregard the command just given.
- **“COMMENCE FIRING OR RESUME SHOOTING”** means to proceed with whatever was being done before the interruption occurred.

“After **THE LINE IS SAFE** command you will be directed to return protection gear to the bench, stand up, clean up your spent brass and proceed to the target area to remove/replace your target. You will then return to the firing line or to the ready line to prepare for the next relay. At no time should you stand up or move away from the firing line until told to do so.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguisher, and communications to call for medical assistance. If there is a medical emergency all shooters should immediately cease fire, and clear their pistols and return their pistols to the bench rest. Remain seated until given further instructions.”

“There is no eating or drinking on the firing line. The Ready line should be kept free of trash and all personal items placed under the bench.”

“Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used”

“Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Water is available at the range latrine.”

“Horse-play, loud talking or shouting, and unnecessary movement on the ready line will not be tolerated.”

Range Safety Briefing / Rules

Black Powder

Rifle

Range Safety Briefing / Rules Black Powder Rifle

“There are three fundamental rules for Gun Safety;”

Always keep the gun pointed in a safe direction. For our purposes, the only safe directions are with the barrel pointed UP or with the barrel point DOWN-RANGE toward the target area (demonstrate). This includes moving around the firing line with your rifle. Always keep the barrel pointed up when off the line. Avoid leaning over the muzzle during the loading process.

Always keep your finger off the trigger until ready to shoot. Your trigger finger should lay above the trigger guard with the finger extended (demonstrate). Never leave your trigger finger on the trigger.

Always keep the gun unloaded until ready to use. You will be given the command to load your rifle. Only then will you charge the rifle. At all other times you must keep the hammer at the half-cocked position. Never “cap” or “prime” the rifle until instructed to do so.

Course of fire, gun is to be loaded by the Instructor

Muzzleloading Rifle Firing Line & Range Commands

“There are eight shooting points on the firing line running from left to right. The target identifiers are numbered the same way, 1-8, left to right. Make sure that you are aiming at your own target when shooting.”

“Please note the limit markers on each side of the target area. At no time are you to aim outside the limit markers. Take care in elevating your rifle. Do not aim your rifle up to such a degree that you could fire over the berm.”

“You will be called to the firing line in groups of eight or less. At that time you are to put on the eye & ear protection, select a shooting position and have a set and wait for further instructions. At no time are you to touch the rifle until told to do so.”

“You will receive range commands that will walk you through the live fire exercise. Do not anticipate any commands.”

Review Black Powder Rifle Range Commands & Procedures

- Approved shooting safety glasses and ear protection is required for all shooters and instructors.
- **“RANGE HOT”**
- **“FIRE IN HOLE”**
- **“CEASE FIRE - CEASE FIRE – CEASE FIRE!”** is called by anyone if any incident occurs that indicates possible injury to some living thing should firing continue. Rifle are to held pointed down range with fingers off the trigger until the situation is resolved”
- **“CEASE FIRE!”** notifies shooters to that all rounds have been fired, all rifle are unloaded with hammers at half-cocked with rifles retuned to the bench rest.”
- **“IS THE LINE SAFE?”** all rifles are unloaded and hammers at half-cocked. **“THE LINE IS SAFE”** indicates that it is now safe to move on the firing line.”

Other commands you may hear

- **“AS YOU WERE”** means to disregard the command just given.

- **“COMMENCE FIRING OR RESUME SHOOTING”** means to proceed with whatever was being done before the interruption occurred.

“After **THE LINE IS SAFE** command you will be directed to stand up, clean up your spent material and proceed to the target area to remove/replace your target. You will then return to the firing line or to the ready line to prepare for the next relay. At no time should you stand up or move away from the firing line until told to do so.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguisher, and communications to call for medical assistance. If there is a medical emergency all shooters should immediately cease fire and place the hammers to half-cocked and return their rifle to the bench rest. Remain seated until given further instructions.”

“There is no eating or drinking on the firing line. The Ready line should be kept free of trash and all personal items placed under the bench.”

“Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used”

“Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Soap and water are available at the rifle and shotgun range.”

“Horse-play, loud talking or shouting, and unnecessary movement on the ready line will not be tolerated.”

Range Safety

Briefing / Rules

Archery

For Sporting arrows please review Appendix 1A pages 44-46

Range Safety Briefing / Rules, Archery

“There are three main groups of Archery Safety Rules; rules while on the Shooting Line, rules while retrieving Arrows, and Range Commands.

Three rules when on the Shooting Line:

- Know and obey all range commands.
- Never nock an arrow until ready to shoot.
- Always point the arrow in a safe direction, either at the ground or at the target. Never dry-fire your bow.
- When done shooting, place the bow on the bow stand and step back from the shooting line (remain behind the shooting line and await further directions).

Three rules when Retrieving Arrows:

- “Retrieve arrows only when the range officer signals “*Retrieve your arrows.*”
- “As you walk forward to the target line, pick up any arrows on the ground (your own and all others as well).”
- “If one target is shared between archers, only one archer may pull arrows from the target at a time; all others stand 6 feet back from the target at the target line.”

“Shooting Line & Range Commands: Whistle or verbal commands used on the range are;”

- Approved shooting safety glasses are required for all shooters and instructors.
- **“Two blasts on a whistle – “Step to the shooting line.”** Archers may step to the shooting line, pick up the bow, and take up a good *shooting stance*. Archers may not pick up any arrows.”
- **“One blast on a whistle – “Commence Shooting.”** Archers may pick up arrows and shoot this *end*. When done, place bows on the bow stand and step back to the shooting waiting line. If you have a problem, raise your hand to draw the attention of the instructor.”
- **“Three blasts on a whistle- “Retrieve your arrows.”** Archers may go downrange and retrieve your arrows. Follow the three rules for retrieving arrows.”
- **“Four or more blasts on a whistle – “STOP! or CEASE FIRE!”** Do not shoot. Immediately *let down*, place your arrows in the arrow quiver and your bow on the bow stand, and step back from the shooting line until the emergency situation has cleared.”

“General Archery Safety Rules that should be followed;”

- “Keep all arrows in the quiver until ready to shoot.”
- “Carry arrows in both hands with your palms facing down.”
- “Be sure the area around and beyond your target is clear before you shoot. Never draw a bow if anyone is in front of the shooting line.”

- “Always aim and shoot at a definite target; never shoot just for the sake of shooting. Be sure of your target and that it is safe to shoot at it. If you are not sure, take a closer look. If, after a closer look, you are still not sure, do not shoot. Always shoot within the range limit markers.”
- “Shoot only at targets that are thick enough to stop your arrow. Do not shoot if there is a chance your arrow might ricochet from the target or other objects and hit someone.
- “Use arrows that are the proper length for you.”
- “Never shoot arrows up in the air.”
- “Always use the two-hand method to remove arrows from target butts”. Only remove the arrows from your own target. Do not help the other shooters, get help from the instructor.
- “Always walk, do not run on the archery range.”
- If an arrow is dropped in front of the shooting line the arrow must remain on the ground until the end is shot, and permission to pick up the arrow is received.
- “Always wear & use proper safety equipment, eye protection, including arm guard, finger tabs, and bow slings for long or Recurve bows.”
- “Always inspect your equipment before shooting.”
- “Always have an arrow on the string when shooting a bow. Never dry fire a bow.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguishers, and communications to call for medical assistance. There will be an AED located at the rifle range There will be a AED located at the rifle range. If there is a medical emergency all shooters should immediately cease fire and return arrows to the quiver and their bow to the bow stand, or hanger, step back to the waiting line and wait for further instructions.”

“There is no eating or drinking on the shooting line. The Ready area should be kept free of trash and all personal items placed under the bench or table.”

“Horse-play, loud talking or shouting, and unnecessary movement at the ready area will not be tolerated.”

Range Safety Briefing / Rules BB Gun and AirGun

Range Safety Briefing / Rules, BB and Air Rifle

“There are three fundamental rules for Gun Safety;”

Always keep the gun pointed in a safe direction. For our purposes, the only safe directions are with the barrel pointed UP or with the barrel point DOWN-RANGE toward the target area (demonstrate). This includes moving around the firing line with your rifle. Always keep the barrel pointed up when off the line.

Always keep your finger off the trigger until ready to shoot. Your trigger finger should lay above the trigger guard with the finger extended (demonstrate). Never leave your trigger finger on the trigger.

Always keep the gun unloaded until ready to use. You will be given the command to load your rifle. Only then will you place a round in the chamber. At all other times you must keep your bolt open and bolt pulled to the rear. All rifles are equipped with a safety device. The safety is a mechanical device that can fail. Our indicator that your rifle is safe is the bolt open and pulled to the rear (demonstrate).

Rifle Firing Line & Range Commands

Course of fire is one round in gun, no multiple loads permitted

“There are eight shooting points on the firing line running from left to right or right to left. The target identifiers are numbered the same way, 1-8. Make sure that you are aiming at your own target when shooting.”

“Please note the limit markers on each side of the target area. At no time are you to aim outside the limit markers. Take care in elevating your rifle. Do not aim your rifle up to such a degree that you could fire over the berm.”

“You will be called to the firing line in groups of eight or less. At that time you may select a shooting position and have a seat and wait for further instructions. At no time are you to touch the rifle until told to do so.”

“You will receive range commands that will walk you through the live fire exercise. Do not anticipate any commands.”

Review Rifle Range Commands & Procedures

- Approved shooting safety glasses and ear protection is required for all shooters and instructors.
- **"READY ON THE FIRING LINE"** shooters to take their assigned place at their firing point, put on the safety equipment, pick up the rifle & take up a good shooting position, but do not load. Return rifle to the bench rest when ready."
- **"READY ON THE RIGHT, READY ON THE LEFT"** All shooters are in a good shooting position and ready to load.
- **"LOAD"** means shooters are given permission to pick up their rifle load the authorized number of rounds and prepare for the shooting event."
- **"IS THE LINE READY?"** allows a shooter with problems to raise their hand. The range officer will immediately state: **"THE LINE IS NOT READY"** if a problem is noted. **"THE LINE IS READY"** means all shooters are ready to begin."
- **"COMMENCE FIRING!"** signals shooters to begin shooting. This command may be signaled verbally, by a whistle or other means. Once shooters have shot the allotted number of rounds, rifles should be returned to the bench rest with actions opened and bolts to the rear. If at any time you have problems (a miss-fire, jam, or mechanical issue) keep the rifle pointed down range and raise your hand for assistance."
- **"CEASE FIRE - CEASE FIRE – CEASE FIRE!"** is called by anyone if any unsafe condition occurs "Show open and clear."
- **"CEASE FIRE—ACTIONS OPEN!"** notifies shooters to that all rounds have been fired, all rifle chambers and magazines are unloaded with bolts to the rear with rifles returned to the bench rest."

- **“IS THE LINE SAFE?”** all rifles are unloaded and bolts are to the rear. **“THE LINE IS SAFE”** indicates that it is now safe to move on the firing line.”

Other commands you may hear

- **“AS YOU WERE”** means to disregard the command just given.
- **“COMMENCE FIRING, OR RESUME SHOOTING”** means to proceed with whatever was being done before the interruption occurred.

“After **THE LINE IS SAFE** command you will be directed to remove the ear & eye protection, stand up, clean up your spent brass and proceed to the target area to remove/replace your target. You will then return to the firing line or to the ready line to prepare for the next relay. At no time should you stand up or move away from the firing line until told to do so.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the RSO, CRSO and range instructors or the camp medical officer. Each range is equipped with a 1st aid kit for minor medical issues, fire extinguisher, and communications to call for medical assistance. Prior to the start of the event an AED shall be located at the range. If there is a medical emergency all shooters should immediately cease fire and clear their rifles, place the bolts to the rear and return their rifle to the bench rest. Remain seated until given further instructions.

“There is no eating or drinking on the firing line. The Ready line should be kept free of trash

“Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Soap and water are available at the rifle and shotgun range.”

“Horse-play, loud talking or shouting, and unnecessary movement on the ready line will not be tolerated.”

Appendix 1A - Minsi Trails Council Sporting Arrows.

Sporting arrows were introduced into the scouting community at the 2013 National Jamboree. This program is for BSA Scouts, Ventures and Sea Scouts. This is a new archery game where scouts shoot at foam targets that were launched from the thrower. The Minsi trail Council Sporting Arrows range will operate within the following Scouting America design assumptions

1. Max 26lb draw weight on the bows used in this event
2. Wind speed must not exceed 30 mph.
3. Maintain a 160' down range clear area.
4. Maintain an additional 30' for over shot arrows. (Total of 190")
5. Operate under the direction of a USAA level 1 archery instructor.

SPORTING ARROWS RANGE SAFETY BRIEFING AND COMMANDS

Range Safety Briefing / Rules, Archery

"There are three main groups of Archery Safety Rules; rules while on the Shooting Line, rules while retrieving Arrows, and Range Commands.

Three rules when on the Shooting Line:

- Know and obey all range commands.
- Never nock an arrow until ready to shoot.
- Always point the arrow in a safe direction, either at the ground or at the target. Never dry-fire your bow.
- When done shooting, place the bow on the bow stand and step back from the shooting line (remain behind the shooting line and await further directions).

Three rules when Retrieving Arrows:

- "Retrieve arrows only when the range officer signals "*Retrieve your arrows.*"
- "As you walk forward to the target area, pick up any arrows on the ground (your own and all others as well)."

- “If an arrow travels over any safety berms it should not be retrieved. The archer should notify the instructor of the lost arrow.

“Shooting Line & Range Commands: Whistle or verbal commands used on the range are;”

- **“Two blasts on a whistle – “Step to the shooting line.”** Archers may step to the shooting line, pick up the bow, and take up a good *shooting stance*. Archers may not pick up any arrows.”
- **“One blast on a whistle – “Commence Shooting.”** Archers may pick up arrows and will be notified of the targets being thrown, they can shoot at the targets when they are in the air only. When done, place bows on the bow stand and step back to the shooting waiting line. If you have a problem, raise your hand to draw the attention of the instructor.”
- **“Three blasts on a whistle- “Retrieve your arrows.”** Archers may go downrange and retrieve your arrows. Follow the three rules for retrieving arrows.”
- **“Four or more blasts on a whistle – “STOP! or CEASE FIRE!”** Do not shoot. Immediately *let down*, place your arrows in the arrow quiver and your bow on the bow stand, and step back from the shooting line until the emergency situation has cleared.”

“General Archery Safety Rules that should be followed;”

- “Keep all arrows in the quiver until ready to shoot.”
- “Carry arrows in both hands with your palms facing down.”
- “Be sure the area around and beyond your target is clear before you shoot. Never draw a bow if anyone is in front of the shooting line.”
- “Always aim and shoot at a definite target; never shoot just for the sake of shooting. Be sure of your target and that it is safe to shoot at it. If you are not sure, take a closer look. If, after a closer look, you are still not sure, do not shoot. Always shoot within the range limit markers.”

- “Shoot only at targets that are thick enough to stop your arrow. Do not shoot if there is a chance your arrow might ricochet from the target or other objects and hit someone.
- “Use only min 6 fletched Flu-Flu arrows that are the proper length for you.”
- “Never shoot arrows up in the air, without shooting at the aerial target”
- “Always use the two-hand method to remove arrows from target disks”.
- “Always walk, do not run on the archery range.”
- “Always wear & use proper safety equipment, including arm guard, finger tabs, and bow slings for long or Recurve bows.”
- “Always inspect your equipment before shooting.”
- “Always have an arrow on the string when shooting a bow. Never dry fire a bow.”

Emergency Procedures, Hygiene, & Personal Conduct

“If there are any medical emergencies on the range they will be handled by the range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguishers, and communications to call for medical assistance. Prior to the start of the event an AED shall be located at the range If there is a medical emergency all shooters should immediately cease fire and return arrows to the quiver and their bow to the bow stand. Step back to the waiting line and wait for further instructions.”

“There is no eating or drinking on the shooting line. The Ready area should be kept free of trash and all personal items placed under the bench or table.”

“Horse-play, loud talking or shouting, and unnecessary movement at the ready area will not be tolerated.”

APPENDIX 2A COWBOY ACTION SHOOTING.

This program is not a unit level activity, and it should not be conducted as one. The program offers a fun and safe introduction to Cowboy action shooting with pistols, rifles, and shotguns. While attending camp, Scouts BSA and Ventures 14 years of age or older can take part in a special shooting experience with opportunities to shoot single-action .22-caliber pistols, lever-action .22-caliber rifles, and 12-gauge shotguns. In various old-time western scenarios, Scouts play “good guys” who prove their accuracy by shooting at things like spinning metal targets where they hit the spinner to “ring the bell.” All shooters choose their own Cowboy action names before starting so the NRA instructors—dressed in cowboy attire—can call them by those names.

ADULT SUPERVISION AND TRAINING REQUIREMENTS

BSA Youth Protection policies for two-deep leadership must be maintained at all times. The Cowboy action shooting program can be conducted only by NRA-certified instructors with pistol, rifle, and/or shotgun certifications (must have all three if using all three types of firearms). Each Cowboy action shooting participant will be accompanied by a certified pistol, rifle, or shotgun instructor (depending on the firearm being used) who is actively involved in every shot and all of the gun handling. All Range Safety Officers and instructors for this program must possess current credentials for the discipline they will be instructing.

- Range Safety Officers (RSOs) must have current certification from the NRA.
- Instructors must have a current rating of pistol, rifle, or shotgun instructor from the NRA

COWBOY ACTION SHOOTING SAFETY BRIEFING Note: This briefing is best done within viewing range of the Cowboy action shooting range.

When firearms are used during the briefing, the NRA RSO must follow the NRA gun safety rules. Cowboy action shooting consists of shooting multiple shots from a loaded .22-caliber lever-action rifle, a .22-caliber single-action pistol, and a 12- gauge shotgun at non-human form action targets in an Old West setting. Have participants read the NRA “Range Safety Rules” poster. Review the NRA’s three “Fundamental Rules for Safe Gun Handling” (verbatim), and discuss general range rules (see below). Ask questions for reinforced learning.

PURPOSE OF THE SHOOTING EVENT

- Tell participants that they will engage in Cowboy action recreational shooting on the range.

- Explain that they will shoot a total of 14 rounds— six from the pistol, six from the rifle, and two from the shotgun. (Note: Those totals are for option 2; revise the numbers if using option 1.)
- A trained instructor will be at each shooting station to provide guidance and instruction. The role of each instructor and the NRA RSO is to provide a safe environment for the shoot.

RANGE LAYOUT AND LIMITS

- Point out and describe the range layout, and explain what stations will be used and which guns will be shot at each station.
 - The course of fire must be clearly explained during the briefing so that participants understand what they are to do at each station, and when and where they are to move
- Describe the ready line and firing line. Explain the purpose of the lines and when shooters are expected to be at each line.
- Inform everyone that the spectator line is located behind the ready line. This is where all non-shooters will remain until authorized to enter the range.

HOW THE SHOOTING EVENT WORKS Have one instructor demonstrate the course of fire option that has been selected, without using a loaded gun or live fire. Be sure to cover how shooters will move through the course and handle shooting at each station Three fundamental NRA rules for safe gun handling:

Ask: What is the first rule of safe gun handling? — Always keep the gun pointed in a safe direction. **Ask: What does a “safe direction” mean?** — The gun is pointed so that even if it were to go off, it would not cause injury.

Ask: What is the second rule of safe gun handling? — Always keep your finger off the trigger until ready to shoot.

Ask: Unless shooting, where should the shooter’s finger(s) rest? — The finger(s) should rest alongside the gun, i.e., on the frame, receiver, or trigger guard.

Ask: What is the third rule of safe gun handling? — Always keep the gun unloaded until ready to use. Emphasize that safeties can fail. Safe gun-handling rules should be followed all the time! Rules for safe use Know your target and what is beyond.

Ask: What is meant by “know your target and what is beyond”? — The shooter must be sure that projectiles will safely hit the backstop. Be sure the gun is safe to operate. Know how to use the gun safely.

Ask: What is meant by “know how to use the gun safely”? — Shooters need to know how the firearm operates, its basic parts, how to safely open and close the action, and how to remove ammunition. Use only the correct ammunition for your gun.

Ask: What is meant by “use only the correct ammunition”? — Only ammunition designed for a particular gun can be safely fired in that gun. — Shooters should ensure that the caliber marked on the barrel, ammo box, and cartridge case match. This is especially true for antique firearms. Wear eye and ear protection as appropriate.

Ask: Why should course users wear eye and ear protection? — Guns are loud and the noise can cause hearing damage. Guns can also emit debris, hot gas, and cartridge cases that could cause eye injuries.

FIRING LINE COMMANDS

Explain the standard range commands for Cowboy action shooting:

“Is the line ready?” allows any shooter who is having problems to raise an arm and call, “Not ready on target (number)!”

“Commence firing!” signals shooters to begin shooting.

“Cease firing!” tells shooters to immediately stop firing and await further instructions. This command can also be given by shooters if they observe an unsafe condition.

“Range is clear” means all guns are benched.

“Police your firing point” means to pick up empty cartridges.

Minsi Trail Course of Fire - The shooter starts at the left shooting station (shooting position 1), placing their hands on the shelf until commanded by the RSO to commence firing. • Once the RSO has given the firing command, the shooter picks up the lever-action rifle, fires six rounds at spinning rifle targets, opens the action, and then sets down the rifle. 2) Then the shooter, moves to the center shooting window and picks up the pistol and fires six rounds at a pistol target. When finished, the shooter opens the cylinder loading gate and sets down the pistol. 3) The shooter now moves to the right end of the structure (shooting position 3), picks up the shotgun, and fires two shots at a ground target. When finished, the shooter ejects the shells and sets down the shotgun. • The shooter then walks back to the ready line. When the RSO has given the “all clear” command, the next shooter can move to the ready position.

Emergency Procedures, Hygiene, & Personal Conduct

"If there are any medical emergencies on the range they will be handled by the range instructors or the camp medical officer. Each range is equipped with a 1st Aid Kit for minor medical issues, fire extinguishers, and communications to call for medical assistance. Prior to the start of the event an AED shall be located at the range If there is a medical emergency all shooters should immediately cease fire and return arrows to the quiver and their bow to the bow stand. Step back to the waiting line and wait for further instructions."

"There is no eating or drinking on the shooting line. The Ready area should be kept free of trash and all personal items placed under the bench or table."

"Always use approved eye and ear protection, Ear protection must be approved for firearms use. Entertainment level earbuds and noise canceling headsets are not to be used"

"Lead particles and cleaning products are harmful if ingested in large amounts. All participants on the range are encouraged to wash their face and hands with cold water after shooting. Soap and water are available at the rifle and shotgun range."

"Horse-play, loud talking or shouting, and unnecessary movement at the ready area will not be tolerated."

Appendix 2C Tomahawk Throwing

This is a program for Scouting America Scouts. This program is not approved for Cub Scouts or Webelos Scouts.

The Sport of Tomahawk Throwing. Tomahawk throwing is increasing in popularity in America. Today, hand-forged tomahawks are made by craftsmen throughout the United States.

Proper equipment selection and range setup. A variety of styles and sizes of tomahawks are available today from several manufacturers. Most craftsmen say that heads will last over a decade when properly cared for, and most favor handles made of hickory. Popular tomahawk styles include:

- French or Blackhawk—With handles about 18 inches long, and heads weighing from 12 to 24 ounces, this style of tomahawk is appropriate for all ages.
- A kiddy 'hawk or junior Blackhawk—A good choice for young Scouts, this style measures about 10 to 14 inches long, and its head usually weighs about 8 to 12 ounces.

Target Styles. Targets can be made in a variety of styles and from many materials. Following are some suitable options.

- Hay bales—These targets are the cheapest to make and easiest to use. Stack three to make a wall, and attach a paper or painted target.
- Soft wood posts—Logs of pine or other soft wood or repurposed telephone poles make great targets. Dig a 24-inch deep hole, and bury the end so it is stable.
- A-frame stands—Stands can be made from 2 x 4s with ends cut at a 45-degree angle and attached like a tripod at the back. Attach a cross-brace to support the weight of the target. The best target rounds are made of palm trees, and are a minimum of 12 inches in diameter and cut 8 to 10 inches thick. Attach them to the back of the stand using heavy screws.
- H-frame stands or backboard stands—These 2 x 4 frame stands are made of plywood and hardtack to stand up to wear and tear. They can be stabilized or installed permanently by staking them to the ground.
- Target wall—Sink two 2 x 12 posts for each target, and install multiple targets or stations for group activities.

Range setup. All ranges must have adequate space and provide participants a clear line of sight. Each range must have a clearly marked perimeter with signage that alerts bystanders of potential shooting sports danger.

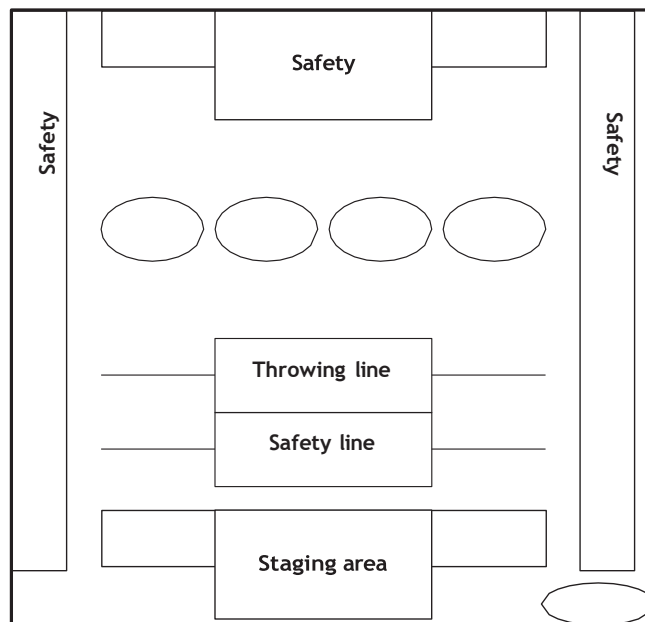
The range must have sufficient buffers all around, with 15 to 25 feet on each side and 25 to 50 feet at the rear of the range.

Access to the range should be restricted with a clearly marked gate. The range should have a staging area where safety information and instructions can be shared. Throwing and

safety lines should be clearly marked and a minimum of 5 feet from each other.

Safety stands or a stack of target rounds on the throwing line can help designate safe observation areas. Each lane should be 5 feet wide to accommodate sufficient throwing space. The distance from the target face to the throwing line is generally 15 feet, but it can be reduced to 10 feet for younger Scouts. Care should be taken to place throwers of similar height in lanes beside each other so that a minimum target distance can be achieved with one youth in their throwing lane is not in front of another.

Minimum 6 feet between the throwing line and safety line behind the thrower must be maintained.



Tomahawk Range commands

ii) Range commands are to be spoken clearly, loudly, and in the direction of the participants. All participants are to be given a review of the range commands to be used before any throwing can begin.

The following are the basic range commands.

1. Commence Throwing

Gives permission to the group to start throwing

2. Cease Throwing

Tells all participants to stop throwing immediately

3. Range Open

Declares that the range is considered safe to proceed to throwing stage, but does not give permission to throw.

4. Range Closed

Declares the range is closed for throwing. All throwing must cease. This command may be given with or without a preceding or following Cease Throwing command. It is recommended that Cease Throwing command be given in conjunction with the Range Closed command whenever possible.

5. Retrieve your tomahawks

Tells all participants that they may retrieve their tomahawks from the target area. This command must be coordinated with adjacent ranges to ensure that one group is not throwing while another is retrieving.

6. Exit Range

Tells all participants to exit the range

Appendix 2D - Shooting Range Reservation procedure Minsi Trails Council

1. All Range reservation requests (Council/District/Unit/OA) submitted online or via paper to Camping Director, Brian Dungan <https://minsitrails.doubleknot.com/council-/shooting-sports-committee/61386>

2. Range & Target Activities Committee reviews request and asks committee members to volunteer to fulfill the requested date.

3. Those Range and Target Activities Committee members who volunteer to fulfill the request get certifications proofed and double checked by Range & Target Activities chairman.

4. Range & Target Activities Chairman, appoints one of the volunteers as the "Lead" Instructor.

5. Lead Instructor communicates event needs directly to Camp Ranger, John Buz prior to arrival.

6. Camp Ranger, John Buz delivers or assures the necessary supplies & equipment are at the proper range. ranges are then locked. (Sign-in Process)

7. Lead Instructor arrives at camp and secures range keys, emergency procedure slides and AED from the Camp Ranger.

Event Conducted

8. Upon event conclusion, the lead instructor shall make sure equipment used is cleaned and any problems are documented. He will then notify the Camp Ranger that the ranges are shut down and have been locked.

9. Lead instructor returns the keys, emergency procedures, and AED to Camp Ranger. (Sign-out Process)

10. Camp Ranger visits the range afterwards and takes supplies and equipment back to safe lockup.