

Lake Erie Council Shooting Sports

Shooting Range Standard Operating Procedures

of the

Lake Erie Council Shooting Sports Committee

Approved by the Lake Erie Council Shooting Sports Committee on May 20, 2019. Revised on October 1, 2019; Revised on September 19, 2020..

Table of Contents

List of Acronyms	8
Lake Erie Council Shooting Sports:.....	10
Facilities.....	10
Shooting Range Designations and Exclusive Use:	10
Shooting Range Privileges:	10
Fixed Shooting Ranges:	11
Beaumont Scout Reservation:.....	11
Firelands Scout Reservation:	11
Temporary Shooting Ranges on LEC Properties:	11
Fixed or Temporary Shooting Ranges on Non-LEC Properties:.....	12
Inflatable Shooting Ranges:.....	12
Authorized Shooting Sports Activities:.....	13
Tigers and Lions:.....	13
Cub Scouts and Webelos Scouts:	13
Scouts BSA and Varsity Scouts:.....	14
Venturers, Explorers, and Sea Scouts:.....	15
Shooting Sports Activities on LEC properties by Non-Scout Organizations:	16
Special Shooting Sports Activities:	16
Cannon:	16
Trebuchet:.....	16
Required Personnel Certifications	16
Cub Scout or Webelos Scout BB Air Rifle:.....	16
Lion, Cub Scout or Webelos Scout Archery:.....	17
Lion, Cub Scout, Webelos Scout, Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Wrist Rocket or Slingshot:	17
Lion, Cub Scout, Webelos Scout, Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Water Rocket:.....	17
Webelos Scout Pellet Air Rifle:	17
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Rifle:	17
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Shotgun:	17
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Muzzleloading Rifle:.....	17
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Muzzleloading Shotgun:.....	17
Venturer, Explorer, or Sea Scout Pistol:	17
Venturer, Explorer, or Sea Scout Muzzleloading Pistol:.....	17
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Cowboy Action Three-Gun:	18
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Archery:	18
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Powderball or Paintball:	18

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Tomahawk:	18
Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Airsoft (including Multi-Gun Airsoft experience):.....	18
The Range Safety Officer (RSO)	18
Personal Firearms and Archery Equipment on Council Property	18
Range Use.....	19
LEC Firearm and Archery Equipment Use	19
LEC Firearm Use.....	19
LEC Archery Equipment Use.....	21
Air Rifle BB/Pellet Range Standard Operating Procedures.	24
Authorized Programs.....	24
Range Procedures.....	24
Range Inspection Prior to Shooting Activity	25
Required Equipment.....	26
Emergency Plan	26
Range Opening Procedures:	26
Range Closing Procedures:.....	27
Shooting Cycle:	27
Range Briefing.....	27
Archery Range Standard Operating Procedures.	31
Authorized Programs.....	31
Range Procedures.....	31
Range Inspection Prior to Shooting Activity	32
Required Equipment.....	32
Emergency Plan	33
Range Opening Procedures:	33
Range Closing Procedures:.....	33
Shooting Cycle:	33
Range Briefing.....	34
Rifle/Pistol Range Standard Operating Procedures.....	37
Authorized Programs.....	37
Range Procedures.....	37
Range Inspection Prior to Shooting Activity	38
Required Equipment.....	39
Emergency Plan	40
Range Opening Procedures:	40
Range Closing Procedures:.....	40
Shooting Cycle:	41

Range Briefing:.....	41
Addendum for Scouts BSA Pistol Safety:	43
Shotgun Range Standard Operating Procedures.	45
Authorized Programs.....	45
Range Procedures.....	45
Range Inspection Prior to Shooting Activity	46
Required Equipment.....	46
Emergency Plan	47
Range Opening Procedures:	47
Range Closing Procedures:.....	47
Shooting Cycle:	48
Range Briefing.....	48
Cowboy Action Three-Gun Range Standard Operating Procedures.	51
Authorized Programs.....	51
Range Procedures.....	51
Range Inspection Prior to Shooting Activity	52
Required Equipment.....	53
Emergency Plan	53
Range Opening Procedures:	53
Range Closing Procedures:.....	53
Shooting Cycle:	54
Range Briefing:.....	55
Archery Range Standard Operating Procedures.	58
Authorized Programs.....	58
Range Procedures.....	58
Range Inspection Prior to Shooting Activity	59
Required Equipment.....	60
Emergency Plan	60
Range Opening Procedures:	60
Range Closing Procedures:.....	60
Shooting Cycle:	61
Range Briefing.....	61
Paintball / Powderball Range Standard Operating Procedures.	64
Authorized Programs.....	64
Range Procedures.....	64
Range Inspection Prior to Shooting Activity	65
Required Equipment.....	66
Emergency Plan	66

Range Opening Procedures:	66
Range Closing Procedures:.....	66
Shooting Cycle:	67
Range Briefing.....	67
Wrist Rocket or Slingshot Range Standard Operating Procedures.....	70
Authorized Programs.....	70
Range Procedures.....	70
Range Inspection Prior to Shooting Activity	71
Required Equipment.....	72
Emergency Plan	72
Range Opening Procedures:	73
Range Closing Procedures:.....	73
Shooting Cycle:	73
Range Briefing.....	73
Water Rocket Range Standard Operating Procedures.....	76
Authorized Programs.....	76
Range Procedures.....	76
Range Inspection Prior to Shooting Activity	77
Required Equipment.....	77
Emergency Plan	78
Range Opening Procedures:	78
Range Closing Procedures:.....	78
Shooting Cycle:	78
Range Briefing.....	78
Tomahawk Range Standard Operating Procedures.....	81
Authorized Programs.....	81
Range Procedures.....	81
Range Setup	82
Range Inspection Prior to Throwing Activity.....	82
Required Equipment.....	83
Emergency Plan	83
Range Opening Procedures:	83
Range Closing Procedures:.....	83
Throwing Cycle:.....	84
Range Briefing.....	84
Throwing Procedure	85
Inflatable BB Range Standard Operating Procedures.....	87
Authorized Programs.....	87

Range Procedures.....	87
Range Inspection Prior to Shooting Activity	88
Required Equipment.....	89
Emergency Plan	90
Range Opening Procedures:	90
Range Closing Procedures:.....	90
Shooting Cycle:	91
Range Briefing.....	91
Inflatable Hover Ball Archery Range Standard Operating Procedures.....	94
Authorized Programs.....	95
Range Procedures.....	95
Range Inspection Prior to Shooting Activity	96
Required Equipment.....	97
Emergency Plan	97
Range Opening Procedures:	97
Range Closing Procedures:.....	97
Shooting Cycle:	98
Range Briefing.....	98
Appendix A: Emergency Plan for LEC Shooting Ranges.....	101
General Information.....	101
Range Evacuation	101
Active Shooter on Camp Property	101
Extreme Cold.....	101
Extreme Heat	101
Fatality.....	102
Fire.....	102
Hazardous Weather.....	102
High Winds.....	103
Lightning.....	103
Lost Scout	103
Major Injury Not Involving Shooting Sports Equipment	103
Major Injury Involving Shooting Sports Equipment.....	103
Minor Injury Not Involving Shooting Sports Equipment	104
Minor Injury Involving Shooting Sports Equipment.....	104
Tornado.....	104
Earthquake.....	105
Appendix B: Incident Reporting Tool.....	107
Appendix C1: Map of Beaumont Scout Reservation.....	110

Appendix C2: Map of Firelands Scout Reservation111
Appendix D1: Directions to University Hospital Geneva Medical Center from Beaumont Scout
Reservation..... 113
Appendix D2: Directions to Mercy Allen Hospital from Firelands Scout Reservation.115
Appendix E: Lessons Learned 118
Appendix F: Important Phone Numbers120

List of Acronyms

As with any technical field, shooting sports has its own jargon and acronyms. We have tried to explain much of the jargon, but many of the acronyms are inevitable because that is how shooting sports folks tend to speak. The following list of acronyms is intended to assist individuals who are new to shooting sports.

- ANSI** American National Standards Institute. A non-governmental organization that oversees many U.S. standards to safeguard conformity.
- BIT** Basic Instructor Training. A certification under the Rifle Association that is required for all instructors regardless of discipline. The Basic Instructor Training is the first course that an instructor candidate will typically complete. Repetition of Basic Instructor Training is not required to add additional, certifications unless the original certification has lapsed.
- BSA** Boy Scouts of America. A non-governmental organization dedicated to helping youth develop character, leadership through outdoor experiences to which many of us devote countless hours of our “spare-time”.
- BSR** Beaumont Scout Reservation. One of our homes away from home. Twelve-hundred-and-sixty acres of outdoor fun in Ashtabula County, Ohio that includes Camp Gray, Camp McIntosh, Camp Broadbent, and Camp McCahill, as well as Beaumont Village, Family Cabins, and the Augustus Training Center.
- CRSO** Chief Range Safety Officer. A certification under the National Rifle Association. Chief Range Safety Officers oversee operations of shooting ranges and may also provide instruction to certify Range Safety Officers under the auspices of the National Rifle Association.
- ECI** Empty Chamber Indicator. A thin plastic device that is used to clearly and quickly show that a firearm is empty. The device is inserted in the open action of a firearm and prevents chambering of ammunition when inserted. ECIs may be specially made for this purpose or as simple as a zip tie or a length of string trimmer line.
- FSR** Firelands Scout Reservation. One of our homes away from home in Wakeman, Ohio. Four-Hundred and Fifty-Five acres of woodlands, lakes, and fields that includes Camp Avery Hand and Camp Wyandot.
- LEC** Lake Erie Council. Our local council of the Boy Scouts of America and the “pay to” subject for frequent checks for weekends, summer camps, and Keepers of the Flame.
- NFAA** National Field Archery Association. A non-governmental organization promoting archery that also offers several levels of training and certification for instructors.
- NMLRA** National Muzzleloading Rifle Association. A non-governmental organization promoting muzzleloading rifle shooting that also offers training and certification for muzzleloading firearms instructors.
- NRA** National Rifle Association. A non-governmental organization promoting the safe ownership of firearms that also offers training and certification for range safety officers and instructors in a variety of firearms disciplines. The National Rifle Association training

has been selected by the Boy Scouts of America as the national standard for firearms supervision and instruction.

- RSO Range Safety Officer. A certification under the National Rifle Association. Range Safety Officers oversee all operations at a shooting range.
- TC Training Counselor. A certification under the National Rifle Association. Training Counselors function in a Train-The-Trainer capacity and lead instruction for instructor candidates in the firearm disciplines for which the Training Counselor is certified.
- SOP Standard Operating Procedure. This publication listing minimum requirements to be observed while carrying out shooting sports activities conducted under the auspices of the Lake Erie Council.
- USAA United States Archery Association. A non-governmental organization promoting archery that also offers several levels of training and certification for instructors.

Lake Erie Council Shooting Sports:

All shooting sports activities held on Lake Erie Council (LEC) properties or under LEC's purview shall be coordinated through the LEC Shooting Sports Committee (the Committee) to verify that a safe and responsible program is planned and conducted by properly trained and currently certified personnel. All LEC shooting sports activities shall adhere to the Boy Scouts of America (BSA) policies established in the Guide to Safe Scouting, the National Camp Standards and the BSA National Shooting Sports Manual. Said policies and guidelines are incorporated into these Range Standard Operating Procedures (SOPs) by reference. Any changes or updates made to the BSA policies or guidelines (especially those in the National Shooting Sports Manual) shall also be concurrently effective in the LEC Committee Bylaws and SOPs. In the event of a conflict between the BSA policies and the Bylaws or SOPs, the more stringent guideline or procedure shall apply.

The SOPs are not intended to replace or circumvent the obligations of the unit leader to deliver safe and effective activities. The Den Leader, Cubmaster, Scoutmaster, Crew/Ship Advisor, or other registered adult leader in charge, who accompanies the unit on an outing, is always responsible for ensuring that all activities adhere to applicable health and safety guidelines.

Facilities

Shooting Range Designations and Exclusive Use:

Access to any LEC Shooting Range is governed by the SOPs at all times. LEC Fixed Shooting Ranges are for the exclusive use of approved Shooting Sports activities with the following exceptions:

- Construction, maintenance, or landscaping/mowing activities conducted by or under the supervision of the Camp Ranger. During any such Ranger-directed activities, the shooting range shall be closed to all other activities and the firing line shall be clearly marked "RANGE CLOSED".
- Activities specifically approved by the LEC Program Executive or LEC Director of Support Services. During any such approved activities, the range shall be closed to all other activities and the firing line shall be clearly marked "RANGE CLOSED".

Unit Leaders, LEC Camp Hosts, and District or Council Volunteer leaders are NOT authorized to approve the use of LEC Fixed Shooting Ranges for non-shooting sports activities.

Camping in any LEC shooting range buildings or on any range impact area is specifically prohibited regardless of the scheduled program events for a given area of camp.

The unauthorized use of or trespass onto LEC Fixed Shooting Ranges or the unauthorized removal of any warning signage, barriers, or roping from any Shooting Range is prohibited and may result in removal from camp.

Shooting Range Privileges:

All Shooting Sports Activities on any LEC Shooting Range must be supervised by the appropriate number of individuals who hold the appropriate certifications for the activity or activities being conducted and who also hold current LEC Shooting Range Privileges. LEC Shooting Range Privileges are conferred by the LEC Shooting Sports Committee Activities Chairperson in coordination with the LEC Shooting Sports Director and the LEC Shooting Sports Chief Instructor to an individual on an annual basis upon a review of that individual's current credentials and certifications as well as the individual's performance as a range safety

officer and/or instructor during previous shooting sports activities. Individuals seeking LEC Shooting Range Privileges must contact the LEC Shooting Sports Committee Activities Chairperson and provide copies of their certification credentials and at least two references from persons, who preferably hold current LEC Shooting Range Privileges, and are able to attest to the abilities of the applicant to safely conduct range operations.

Those seeking LEC Shooting Range Privileges are expected to commit to assist the LEC Shooting Sports Committee during Council or District shooting sports events that are open to Scouts of many units.

The LEC Scout Executive may revoke LEC Shooting Range Privileges for any individual, at any time, for any reason.

Fixed Shooting Ranges:

The LEC Fixed Shooting Ranges (see map in Appendix C) currently in operation include the following permanent shooting ranges:

Beaumont Scout Reservation:

Camp Gray:

- Cub Scout Air Rifle BB/pellet range.
- Cub Scout Archery range.

Camp Broadbent:

- Scouts BSA/Varsity Scout/Venturer/Sea Scout Rifle/Pistol range (cartridge or muzzleloader);
- Scouts BSA/Varsity Scout/Venturer/Sea Scout Shotgun range.
- Scouts BSA/Varsity Scout/Venturer/Sea Scout Cowboy Action Range
- Scouts BSA/Varsity Scout/Venturer/Sea Scout Archery range;

Firelands Scout Reservation:

Camp Avery Hand:

- Cub Scout Air Rifle BB/pellet range.
- Cub Scout Archery range.

Camp Wyandot:

- Scouts BSA/Varsity Scout/Venturer/Sea Scout Rifle/Pistol range (cartridge or muzzleloader);
- Scouts BSA/Varsity Scout/Venturer/Sea Scout Shotgun range.
- Scouts BSA/Varsity Scout/Venturer/Sea Scout Archery range;

Temporary Shooting Ranges on LEC Properties:

Temporary Shooting Ranges at Lake Erie Council Properties include areas established on a temporary basis for approved programs. Examples of temporary shooting programs may include air rifle BB/pellet range, archery range wrist rocket or slingshot target shooting, water bottle launching, model rocket shooting, zyclone shooting, paintball shooting, powderball shooting, tomahawk/knife throwing, and trebuchet shooting.

Fixed or Temporary Shooting Ranges on Non-LEC Properties:

Approved council or district shooting sports programs may take place using fixed or temporary shooting ranges on properties other than those owned and operated by LEC. Examples of such programs may include camporees, day camps, or other approved activities held under the auspices of LEC. Such activities must be reviewed carefully and approved by the LEC Shooting Sports Director or his/her designee as part of the planning carried out well in advance of the event. Where existing fixed ranges are to be used, the LEC Shooting Sports Director or his/her designee shall review any existing standard operating procedures for that range to assure compliance with the LEC SOPs as well as the BSA Shooting Sports Manual. If necessary, the LEC Shooting Sports Director or his/her designee may develop specific SOPs for an event that allow compliance with all applicable requirements.

During the planning of any event to be held at a non-LEC property that is to include shooting sports elements, particular attention must be paid to the design of the impact area to assure a safe shooting environment for shooters, other attendees, staff, and the general public. Setback requirements for fixed or temporary ranges may be found in the National BSA Shooting Sports Manual.

Scouting Units may engage in approved shooting sports activities at fixed or temporary shooting ranges on properties other than those owned and operated by LEC subject to State and local laws as well as the requirements and guidelines found in the current BSA Guide to Safe Scouting and the current BSA Shooting Sports Manual.

Inflatable Shooting Ranges:

The Lake Erie Council has two, two-stall inflatable BB ranges and one inflatable hover ball archery range for use during authorized activities.

Daisy Inflatable Shooting Range



Inflatable Air Rifle BB Range



Inflatable Archery Hover Ball Range

The inflatable ranges offer the ability to provide self-contained age appropriate shooting sports opportunities in outdoor and indoor settings without the need to establish a traditional range and impact area. Priorities for use of the inflatable ranges are made for new unit and new scout recruiting.

Authorized Shooting Sports Activities:

Tigers and Lions: Tigers are Cub Scouts and are able to participate in any shooting sports activities approved for Cub Scouts. Per BSA National shooting sports policy, Lions are not eligible to participate in BB air rifle or pellet air rifle shooting sports activities. With proper adult partner participation and supervision, Lions are able to participate in water rocket, archery, wrist rocket, or slingshot shooting sports activities.

Cub Scouts and Webelos Scouts: Approved shooting equipment for Cub Scouts and Webelos Scouts (as well as non-Scouts meeting the age-appropriate definitions found in the Guide to Safe Scouting) are as follows:

BB air rifle (aka BB gun). Cub Scouts and Webelos Scouts may use a smoothbore, spring-type air gun propelling a coated steel ball projectile commonly known as a “BB”.

Pellet air rifle. Webelos Scouts attending a resident camp held on LEC property may use pellet air rifles that meet BSA and National Rifle Association (NRA) recommendations and appropriate BSA Engineering Service design standards.

Archery. A light-draw-weight (15- to 20-pound), recurve or compound bow may be used by Lions, Cub Scouts or Webelos Scouts because the bow will fit the many archers who may have different lengths of draw. The bow should be equipped with an arrow rest in good condition and a proper-length, well-served, 10-strand string, with a properly placed nock locator.

Wrist Rocket or Slingshot. A fork-shaped (Y) slingshot made out of very strong and durable wood or aluminum may be used by Lions, Cub Scouts or Webelos Scouts. Wrist rockets are a type of slingshot that is designed to brace against the wrist and therefore provide a steadier hold.

Water Rocket. A two-liter plastic soda bottle that is partially filled with water, mounted to a launcher with the mouth of the bottle facing down, pressurized with air using a compressor or bicycle air pump, and launched upwards. Despite the use of plastic soda bottles, these are not considered to be “bottle rockets” (a proscribed activity involving fireworks) as defined in the 2015 BSA Shooting Sports Manual.

BB air rifle, wrist rocket, slingshot, and archery shooting activities are restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council or district activities where there are properly trained supervisors and all standards for BSA shooting sports are enforced. Council or district activities in the Lake Erie Council may include activities conducted for one or more units taking place on Council-owned property, using only Council-owned equipment, and under the general oversight of either a Camp Ranger or Camp Host as well as under the direct supervision of one or more currently certified Rangemaster(s) who also hold(s) LEC shooting range privileges. Pellet air rifle shooting under the Cub Scouting program is restricted to Webelos Scout resident camps where there are properly trained supervisors and all standards for BSA shooting sports are enforced.

Cub Scouts or Webelos Scouts are not permitted to use any other type of handgun or firearm. Cub Scouts or Webelos Scouts are not permitted to engage in Airsoft™, paintball or powderball activities regardless of the targets used. Cub Scouts or Webelos Scouts are not permitted to engage in tomahawk or knife throwing.

Water Rockets MAY be used by Lion, Tiger, Wolf, Bear, or Webelos Scouts at the Pack or Den levels under the proper supervision of a certified Rangemaster.

Scouts BSA and Varsity Scouts: Approved shooting equipment for Scouts BSA and Varsity Scouts (as well as non-Scouts meeting the age-appropriate definitions found in the Guide to Safe Scouting) are as follows:

BB air rifle. A smoothbore, spring-type air gun propelling a coated steel ball projectile commonly known as a “BB.”

Pellet air rifle. Spring-piston or pneumatic (single-stroke, multi-pump, air, or CO2 gas) air rifles with rifled barrels bored for .177-caliber skirted pellets may be used.

.22-caliber rifle. Breech-loading, single-shot, bolt-action, .22-caliber short or long rifle rimfire cartridges or a repeater-type bolt-action .22-caliber rifle with a clip-fed magazine. (Use of tubular magazines is not allowed.) The trigger pull must test to a minimum of 3 pounds of trigger pull, without exception.

Powderball (also known as Chalkball). Pneumatic marker device propelling a plastic, powder-filled projectile. Only inanimate targets may be used. Typical targets include flying plastic discs launched using a mechanical thrower.

Paintball. Pneumatic marker device propelling a plastic, paint-filled projectile. Only inanimate targets may be used. Typical targets include t-shirts tacked to a target backing or suspended from a rope or wire.

Water Rocket. A two-liter plastic soda bottle that is partially filled with water, mounted to a launcher with the mouth of the bottle facing down, pressurized with air using a compressor or bicycle air pump, and launched upwards. Despite the use of plastic soda bottles, these are not considered to be “bottle rockets” (a proscribed activity involving fireworks) as defined in the 2015 BSA Shooting Sports Manual.

Wrist Rocket or Sling Shot. A fork-shaped (Y) slingshot made out of very strong and durable wood or aluminum. Wrist rockets are a type of slingshot that is designed to brace against the wrist and therefore provide a steadier hold.

Pistol. Scouts BSA and Varsity Scouts who are 14 years of age or are 13 years old and have completed the 8th grade, may shoot .22 caliber handgun (revolver or semiautomatic only) while attending Council or District camps and activities conducted under required supervision. Pistol shooting by Scouts BSA or Varsity Scouts may not take place at the Unit level.

Shotgun. Modern sporting shotguns of any gauge may be used.

Cowboy Action Three-Gun. While attending camp, Scouts BSA Scouts and Varsity Scouts 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 or 20-gauge shotguns.

Muzzleloading rifle. Only recently manufactured (or assembled from a kit) percussion cap muzzleloading rifles no greater than .58-caliber are to be used. Flintlock rifles are not approved for use. All muzzleloading rifles are subject to safety inspection by the instructor or range safety officer. Rifles made from kits must be checked by a qualified gunsmith.

Muzzleloading shotgun. Only recently manufactured (or assembled from a kit) percussion cap muzzleloading shotguns no smaller than 20-gauge or greater than 10-gauge are to be used. Flintlock shotguns are not approved for use.

Archery. Light-draw-weight (20- and 25-pound), 62-inch and 66-inch, take-down, recurve or compound bows are recommended for Scouts BSA and Varsity Scouts because the bow will fit the many archers who may have different lengths of draw. The bow should be equipped with an arrow rest in good condition and with a proper length, well-served, 10-strand string with a properly placed nock locator.

Tomahawk Throwing. Tomahawks comprised of a shaft, usually made of hickory, ash, or maple and typically less than 2 feet long; topped by a head weighing about 9 to 20 ounces with a cutting edge measuring about 4 inches are recommended for Scouts BSA and Varsity Scouts. Typical targets are hay bales, soft wood posts, or soft wood target rounds.

Airsoft Shooting. Airsoft guns use plastic 6-millimeter spherical balls that are sometimes called airsoft BBs or airsoft pellets. Airsoft guns use compressed gas, a spring, or an electric motor to drive air out of the gun to propel the airsoft pellets. Airsoft guns come in three authorized formats: pistol, rifle, and shotgun. Only inanimate targets may be used.

Venturers, Explorers, and Sea Scouts: Approved shooting equipment for Venturers, Explorers, and Sea Scouts (as well as non-Scouts meeting the age-appropriate definitions found in the Guide to Safe Scouting) are as follows:

BB air rifle. A smoothbore, spring-type air gun propelling a coated steel ball projectile commonly known as a “BB.”

Pellet air rifle. Spring-piston or pneumatic (single-stroke, multi-pump, air, or CO2 gas) air rifles with rifled barrels bored for .177-caliber skirted pellets may be used.

Small-bore and centerfire rifle. Venturers, Explorers, and Sea Scouts may shoot rifles of any caliber or action except fully automatic.

Powderball (also known as Chalkball). Pneumatic marker device propelling a plastic, powder-filled projectile. Only inanimate targets may be used. Typical targets include flying plastic discs launched using a mechanical thrower.

Paintball. Pneumatic marker device propelling a plastic, paint-filled projectile. Only inanimate targets may be used. Typical targets include t-shirts tacked to a target backing or suspended from a rope or wire.

Water Rocket. A two-liter plastic soda bottle that is partially filled with water, mounted to a launcher with the mouth of the bottle facing down, pressurized with air using a compressor or bicycle air pump, and launched upwards. Despite the use of plastic soda bottles, these are not considered to be “bottle rockets” (a proscribed activity involving fireworks) as defined in the 2015 BSA Shooting Sports Manual.

Wrist Rocket or Sling Shot. A fork-shaped (Y) slingshot made out of very strong and durable wood or aluminum. Wrist rockets are a type of slingshot that is designed to brace against the wrist and therefore provide a steadier hold.

Pistol. Venturers, Explorers, and Sea Scouts may shoot handguns of any caliber or action except fully automatic.

Shotgun. Modern sporting shotguns of any gauge may be used.

Cowboy Action Three-Gun. While attending camp, Venturers, Explorers, and Sea Scouts 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 or 20-gauge shotguns.

Muzzleloading rifle or pistol. Recently manufactured (or assembled from a kit) percussion cap muzzleloading rifles and pistols of any caliber may be used. All muzzleloading rifles and pistols are subject to safety inspection by the instructor or range safety officer. Rifles and pistols made from kits must be checked by a qualified gunsmith.

Muzzleloading Shotgun. Recently manufactured (or assembled from a kit) percussion cap muzzleloading shotguns no smaller than 20-gauge or greater than 10-gauge may be used.

Archery. Light-draw-weight (20- to 35-pound); 62-, 66-, or 70-inch; take-down; recurve bows or compound bows are recommended for Venturers, Explorers, and Sea Scouts because the bow will fit the many archers who may have different lengths of draw. The bow should be equipped with an arrow rest in good condition and with a proper-length, well-served, 10- to 12-strand string with a properly placed nock locator.

Tomahawk Throwing. Tomahawks comprised of a shaft, usually made of hickory, ash, or maple and typically less than 2 feet long; topped by a head weighing about 9 to 20 ounces with a cutting edge measuring about 4 inches are recommended for Venturers, Explorers, or Sea Scouts. Typical targets are hay bales, soft wood posts, or soft wood target rounds.

Airsoft Shooting. Airsoft guns use plastic 6-millimeter spherical balls that are sometimes called airsoft BBs or airsoft pellets. Airsoft guns use compressed gas, a spring, or an electric motor to drive air out of the gun to propel the airsoft pellets. Airsoft guns come in three authorized formats: pistol, rifle, and shotgun. Only inanimate targets may be used.

Shooting Sports Activities on LEC properties by Non-Scout Organizations: Approved shooting sports activities and equipment for non-Scout organizations should, at a minimum, follow the age-appropriate definitions found in the Guide to Safe Scouting. In cases where there is a conflict between the policies or guidelines for a non-Scout organization and those found in the Guide to Safe Scouting, the more restrictive policy or guideline shall prevail.

Special Shooting Sports Activities:

Cannon: BSA policy will be followed which prohibits the use of cannons or other large bore-devices unless they have met standards for safety inspections and certification of the cannon crew. The use of any cannon must be approved by the Shooting Sports Director and is limited to approved council or district events. Cannons may not be used at the unit level.

Trebuchet: BSA policy regarding the use of catapults and other shooting sports activities shall be followed. Use of the LEC Trebuchet shall be overseen by the Shooting Sports Director or his/her designee.

Required Personnel Certifications

All LEC shooting sports activities other than Scouts BSA Summer Camp activities, as well as any non-scout group shooting sports activities conducted on LEC Shooting Ranges, shall be directly supervised by responsible adults who hold current LEC Shooting Range Privileges for the specific activity and who also hold the following valid certifications (at a minimum):

Cub Scout or Webelos Scout BB Air Rifle: BSA BB Air Rifle Rangemaster Certification or NRA Rifle Instructor Certification.

Lion, Cub Scout or Webelos Scout Archery: BSA Archery Rangemaster Certification or USA Archery or National Field Archery Association (USAA/NFAA) Level 1 (or higher) Archery Instructor Certification.

Lion, Cub Scout, Webelos Scout, Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Wrist Rocket or Slingshot: BSA Rangemaster Certification.

Lion, Cub Scout, Webelos Scout, Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Water Rocket: BSA Rangemaster Certification.

Webelos Scout Pellet Air Rifle: BB Air Rifle Rangemaster Certification or NRA Rifle Instructor Certification.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Rifle: NRA Rifle Instructor Certification and valid BSA Rifle Merit Badge Counselor registration (if merit badge work is being conducted). A second individual holding NRA Range Safety Officer (RSO) or Chief Range Safety Officer (CRSO) certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. An additional NRA-certified instructor is required for every additional eight concurrent shooters.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Shotgun: NRA Shotgun Instructor Certification and valid BSA Shotgun Merit Badge Counselor registration (if merit badge work is being conducted). A second individual holding NRA RSO or CRSO certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. An additional NRA-certified instructor is required for each additional shotgun shooting position to be used concurrently.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Muzzleloading Rifle: NRA/NMLRA Muzzleloader Instructor Certification and valid BSA Rifle Merit Badge Counselor registration (if merit badge work is being conducted). A second individual holding NRA RSO or CRSO certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. Each scout must be supervised by a certified NRA/NMLRA instructor (a one-to-one) ratio.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Muzzleloading Shotgun: NRA/NMLRA Muzzleloader Instructor Certification and valid BSA Shotgun Merit Badge Counselor registration (if merit badge work is being conducted). A second individual holding NRA RSO or CRSO certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. Each scout must be supervised by a certified NRA/NMLRA instructor (a one-to-one) ratio.

Venturer, Explorer, or Sea Scout Pistol: NRA Pistol Instructor Certification. A second individual holding NRA RSO or CRSO certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. A maximum of three scouts may be supervised by a single certified NRA instructor (a one-to-three) ratio.

Scouts BSA or Varsity Scout Pistol: NRA Pistol Instructor Certification. A second individual holding NRA RSO or CRSO certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. Each scout must be supervised by a certified NRA instructor (a one-to-two) ratio. At least one of the NRA certified instructors and one RSO/CRSO per range must also hold a current Scouting Pistol Safety and Marksmanship program certification.

Venturer, Explorer, or Sea Scout Muzzleloading Pistol: NRA/NMLRA Muzzleloading Pistol Instructor Certification. A second individual holding NRA RSO or CRSO certification must also

be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. Each scout must be supervised by a certified NRA/NMLRA instructor (a one-to-one) ratio.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Cowboy Action Three-Gun: NRA/Rifle, Shotgun, and Pistol Instructor and valid Cowboy Action Three-Gun certification from BSA National Camp School. A second individual holding NRA RSO or CRSO certification must also be actively working on the range. The same individual cannot serve as the instructor and the RSO/CRSO. This activity is limited to those individuals aged 14 years and over. Minors must have specific written permissions to engage in this activity signed by their parent or guardian.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Archery: BSA Archery Rangemaster Certification or USAA/NRAA Level 1 (or higher) Archery Instructor Certification.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Powderball or Paintball: NRA RSO or CRSO certification.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Tomahawk: BSA Rangemaster certification, or NRA Range Safety Officer or Chief Range Safety Officer certification.

Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Airsoft (including Multi-Gun Airsoft experience): BSA BB Rangemaster with Airsoft Endorsement or NRA Rifle Instructor certification with Airsoft Endorsement. A second individual holding BSA BB Rangemaster certification, RSO certification, or CRSO certification must also be present to supervise all airsoft shooting on the range.

The Range Safety Officer (RSO) supervises shooting activities as prescribed by the range SOPs. At least one certified NRA Instructor AND at least one certified RSO must be present for shooting events where rifles, shotguns or pistols are in use. The instructor and the RSO must be different people. An Instructor's certification must be valid for the firearm(s) being used. Instructors and RSOs must be currently certified and in good standing with the NRA/NMLRA as an Instructor or RSO. Individuals certified as Chief Range Safety Officers (CRSOs) may also serve as an RSO.

LEC Shooting Range Privileges. All certified Rangemasters, NRA/NMLRA Instructors and RSOs seeking to supervise a LEC fixed or temporary shooting range must also be approved by the LEC Sporting Sports Committee for LEC Shooting Range Privileges. A copy of approved Rangemaster, instructor, and/or RSO credentials will be maintained by the LEC Chief Instructor. LEC Shooting Range Privileges shall be required in order to supervise any fixed or temporary LEC-administered range facilities. Non-certified adults as well as responsible registered youth members may serve as range assistants. Range assistants may be trained for a particular event to help maintain safety and order and must be under the supervision of the approved Rangemaster/RSO. This training does not extend to any other shooting event.

The ratio of adults, Instructors, and RSOs to the number of shooters may differ for different shooting sports or events. At a minimum, instructors and RSOs must adhere to the ratios found in the current BSA National Shooting Sports Manual.

Personal Firearms and Archery Equipment on Council Property

Personal firearms, personal ammunition, and personal archery equipment may not be brought to camp by staff or campers **during summer camp** unless specifically approved by the LEC

Summer Camp Shooting Sports Director. Personal firearms, personal ammunition and personal archery equipment may be loaned to LEC for the purposes of instruction or use during summer camp under the supervision of the LEC Summer Camp Shooting Sports Director. Any personal firearms, ammunition, or archery equipment approved for use a summer camp shall be secured in a manner consistent with LEC-owned property.

Personal firearms, which include any firearms not owned and maintained by the Lake Erie Council, may be brought to camp for non-summer camp scheduled shooting sports activities. All firearms must be transported in accordance with Ohio law. Personal firearms and personal archery equipment must be unloaded, secured, and under the direct supervision of an adult while on camp property. Personal Firearms must meet the firearm guidelines, as outlined in the BSA National Shooting Sports Manual, 5 Levels of Shooting Activity. All personal firearms and personal archery equipment must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal firearms or archery equipment must be secured in a locked manner and not be accessible to others. Personal firearms & archery equipment must be inspected by the RSO or Archery Rangemaster in charge of the shooting activity and approved for use before being allowed on the range.

All firearm ammunition to be used on LEC ranges must be provided by LEC or approved by the Shooting Sports Director or LEC Summer Camp Shooting Sports Director and inspected by the RSO in charge of the shooting activity and approved for use before being allowed on the range.

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 except those specifically planned for use during approved Shooting Sports activities.

Crossbows or personally owned Airsoft™ guns are not allowed at Scouting activities.

Range Use

The LEC Shooting Ranges are available for use by BSA-chartered units and for other organizations approved by the LEC Scout Executive on a reserved basis. All ranges must be under the active supervision of a responsible adult holding appropriate Rangemaster/Instructor/RSO certifications as well as LEC Shooting Range Privileges.

Fees: Fees for use of Council facilities and equipment are subject to change without notice. A fee schedule may be accessed on the council website for the following properties:

- Beaumont Scout Reservation: <http://beaumontLEC.org/Forms/wkendcamping.pdf>.
- Firelands Scout Reservation: <https://campreservation.com/440/Camps/372>.

LEC Firearm and Archery Equipment Use

LEC Firearm Use

The LEC maintains several firearms approved for use on the LEC Rifle/Pistol Ranges and Shotgun Ranges. Some of these are owned by LEC and others may be leased for use during the summer camp season. Shotguns in 12 and 20 gauge as well as bolt-action 22 caliber rim-fire rifles are available for use by registered Scouting units subject to the terms and conditions outlined below and in the facility use agreement found at <http://beaumontLEC.org/Forms/Facilities%20and%20Services%20Agreement.pdf>.

- LEC Firearms are provided “as-is”; LEC makes no claim of responsibility regarding the operation or suitability of any firearm for the use intended.
- An individual entering into a facility use agreement for a LEC Shooting Range must hold current LEC Shooting Range privileges.
- Ammunition is not provided as part of the facility use agreement for a LEC Shooting Range. It is the responsibility of the individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) to secure an adequate supply of appropriate ammunition for the shooting activity. Ammunition must be approved by the RSO in charge of the shooting activity and approved for use before being allowed on the range. Camp-provided ammunition may be available for use.
- Targets or clays are not included in the cost for using LEC firearms; it is the responsibility of the individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) to secure an adequate supply of appropriate targets or clays for the shooting activity. [Note: a variety of targets are typically available for air gun and rifle shooting sports activities, however, their availability is not guaranteed.]
- LEC rifles may be equipped with telescopic sights or open sights; bore-sighting, if desired, is the responsibility of the instructor or RSO.
- All LEC firearms MUST BE unloaded and cleaned prior to their return to secured storage.
- Minimum expectations for cleaning of LEC rifles include the following:
 - Make sure that firearms are unloaded.
 - Each bolt matches a specific rifle – do not interchange parts.
 - Remove bolt and clean bolt with cleaning solvent and toothbrush; wipe clean and apply a fine coating of oil.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
 - Clean interior of barrel using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
 - Insert bolt (uncock gun)
 - Insert Empty Chamber Indicator
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- Minimum expectations for cleaning of LEC shotguns include the following:
 - Make sure that firearms are unloaded.
 - Do not interchange parts of LEC shotguns.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
 - Clean interior of barrel using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
 - Insert Empty Chamber Indicator
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- Minimum expectations for cleaning of LEC pistols (revolvers) include the following:
 - Make sure that firearms are unloaded.
 - Open cylinder and clean hammer and rear of cylinders with cleaning solvent and toothbrush; wipe clean and apply a fine coating of oil.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.

- Clean interior of barrel using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
- Wipe down exterior surfaces of gun with a very fine coating of oil.
- Minimum expectations for cleaning of LEC muzzleloader rifles include the following:
 - Make sure that firearms are unloaded.
 - Remove the nipple of the rifle.
 - Wrap a cleaning patch around a loading jag attached to a ramrod.
 - Pump warm soapy water or black powder solvent or “mothers milk” (mixture of equal parts Murphy’s Oil Soap, rubbing alcohol, and hydrogen peroxide) down the muzzle and out the hole in the breech end of the gun.
 - Use a pipe cleaner to clean the bolster/drum fire channel.
 - Rinse and dry barrel.
 - Apply thin coating of “Bore Butter” or other lubricant to the inside of bore.
 - Clean nipple; use nipple pick to clear nipple.
 - Reassemble the firearm, coating the threads of the nipple with a fine coat of oil before insertion.
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- The individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) agrees to be responsible for a cleaning fee of \$50 for each LEC firearm returned that is not sufficiently cleaned; the return of insufficiently cleaned LEC firearm(s) may also result in the revocation of LEC Shooting Range Privileges.
- The individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) agrees to be responsible for the costs of replacement or repair of firearm(s) or other shooting sports equipment lost or damaged while under their responsibility. This liability does not include normal wear and tear.
- All firearms and unused ammunition MUST BE returned to secured storage upon completion of the shooting sports activity.
- The individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) must immediately report the theft of any firearm(s), ammunition, or other shooting equipment to local law enforcement as well as to the LEC Scout Executive or his/her designee.

LEC Archery Equipment Use

The LEC maintains archery equipment approved for use on the LEC archery ranges. In addition, LEC may lease archery equipment for use during the summer camp season. This equipment is available for use by registered Scouting units subject to the terms and conditions outlined below and in the facility use agreement found at <http://beaumontLEC.org/Forms/Facilities%20and%20Services%20Agreement.pdf>.

- Archery equipment is provided “as-is”; LEC makes no claim of responsibility regarding the operation or suitability of any archery equipment for the use intended.
- An individual entering into a facility use agreement for a LEC Shooting Range must hold current LEC Shooting Range privileges.
- Targets are not included in the cost for using LEC archery; it is the responsibility of the individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) to secure appropriate targets for the shooting activity. [Note: archery targets are typically available for archery shooting sports activities, however, their availability is not guaranteed.]

- The individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) agrees to be responsible for the costs of replacement or repair of archery equipment or other shooting sports equipment lost or damaged while under their responsibility. This liability does not include normal wear and tear.
- The individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) agrees to be responsible for a fee of \$1.00 for each lost or broken arrow (per Archery Range use agreement).
- All archery equipment **MUST BE** returned to secured storage upon completion of the shooting sports activity.

The individual holding LEC Shooting Range privileges (the individual who entered into the facility use agreement for a LEC Shooting Range) must immediately report the theft of any archery equipment to local law enforcement as well as to the LEC Scout Executive or his/her designee.



Lake Erie Council Shooting Sports

Air Rifle/Pellet Rifle Shooting Range

Standard Operating Procedures

Air Rifle BB/Pellet Range Standard Operating Procedures.

Authorized Programs

The Air Rifle BB/Pellet Ranges located in Camp Gray and Camp Wyandot (see maps in Appendix C) are primarily intended for use by Cub Scouts and Webelos Scouts while shooting BB Air Rifles and Pellet Air Rifles. However, the ranges may be used for the following purposes:

- Cub Scout or Webelos Scout BB Air Rifle.
- Webelos Scout Pellet Air Rifle.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout BB Air Rifle.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Pellet Air Rifle.
- Adult Leader BB Air Rifle.
- Adult Leader Pellet Air Rifle.
- BB Air Rifle shooting by age-appropriate non-Scout groups.

Range Procedures

- The Air Rifle BB/Pellet Range may only be opened by a certified BSA BB Rangemaster or certified NRA Rifle Instructor (the term “Rangemaster” shall be used hereafter for simplicity).
- The certified BSA BB Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified BSA BB Rangemasters and NRA Rifle Instructors holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Air Rifle BB shooting for Cub Scouts and Webelos Scouts is restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council or district activities held on or off BSA property where there are currently trained BSA shooting sports Rangemasters and all standards for BSA shooting sports are enforced. Council or district activities in the Lake Erie Council may include activities conducted for one or more units taking place on Council-owned property, using only Council-owned equipment, and under the general oversight of either a Camp Ranger or Camp Host as well as under the direct supervision of one or more currently certified Rangemaster(s) who also hold(s) LEC shooting range privileges.
- Air Rifle Pellet shooting for Webelos Scouts is restricted to Webelos Scout resident camps only.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).

- No one may pick up a gun without receiving permission from the Rangemaster.
- No one may pick up or handle a gun when anyone is forward of the firing line (i.e., changing or retrieving targets).
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- All personally owned BB guns must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal BB guns must be secured in a locked manner and not be accessible to others. Personal BB guns must be inspected and approved for use by the RSO or Rangemaster in charge of the shooting activity before being allowed on the range.
- The Rangemaster may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, BBs, clothespins/push pins available for the planned activity.
- Check that an appropriate number of guns (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.
- Check that foam pads are present for shooters if shooting from the prone position.
- Check that eye (and ear) protection is on hand.

Required Equipment

The following equipment list should be considered to be required whenever the BB range is in operation. The quantities shown are an estimated minimum for running a Day Camp BB Range of 8 shooters overseen by a single BB Rangemaster.

- Eye protection certified as impact resistant under ANSI Z87 (must accommodate shooters, staff, and coaches in firing area; should also accommodate those with eyeglasses).
- Closed-cell mats (at least 8 required if shooting from prone position).
- BBs (18,000).
- Targets (1,200).
- Clothespins or pushpins to secure targets to cable or foam board (include extras; these will get lost/shot).
- BB guns (12); include different styles/sizes if possible. If shooting in cold or wet weather, additional spares may be needed. Note: The design of the PumpMaster 760 air gun does not allow for its use at temperatures below 32°F. The Daisy Buck air gun can be used effectively at or below this temperature.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster or Range Safety Officer in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- At the Rangemaster's discretion, set up folding table in firing area near entrance to range
- Unlock storage cabinet on range
- Check the operation of each gun, including spares
- Inspect sights on each gun, including spares
- If course of fire will allow loaded magazines, load guns
- Set out guns, one per firing station
- Store extra (loaded) guns in storage cabinet
- Set out eye protection, one per firing station.
- Place extra eye protection on table.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Set out extra BBs on table
- Set out extra clothespins on table
- Set out supply targets on table (consider placing targets in a folder to avoid wind dispersal.
- Place targets downrange
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect guns (sights, loaded status, safety, etc.)
- Flag any malfunctioning guns for repair
- Store all guns in storage cabinets
- Remove targets from down range target line.
- Secure extra targets in folder/box and store in storage cabinet
- Secure range flag, extra clothespins, extra BBs, and first aid kit in storage cabinet
- Collect eye protection – if time allows wash safety glasses using dishwasher at Augustus prior to storing in BB range storage cabinet
- Roll foam mats and place in storage cabinet
- Secure folding table in storage cabinet or vehicle
- Return radio or phone as appropriate
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. Typical events include:

- Each shooter is allowed to shoot a specified number of BB's. Under this type of shooting event, the air guns are completely unloaded and the BB's are typically provided in a small plastic cup. Shooters load the BB's one-at-a-time into the loading groove; neither the BB reservoir nor the upper magazine is used. This type of event is best when all shooters have a similar skill level.
- All shooters are allowed to shoot for a set amount of time. Under this type of event, the reservoirs of the air guns have been pre-loaded and the upper magazines (if equipped) are charged before each shooting relay. Shooters may shoot BB's at their own pace as their skill level allows. The Rangemaster can monitor this event to provide sufficient time for new shooters to gain experience while assuring that the more-experienced shooters are maintaining an appropriate level of safety.

Range Briefing

The Rangemaster shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.

- Three “Always Rules”. Review these rules at the beginning of the briefing. Emphasize that the first rule (“ALWAYS point the gun in a safe direction”) is the “Golden Rule” of gun safety.

ALWAYS point the muzzle in a safe direction (“downrange”).

ALWAYS keep your finger off the trigger until you are ready to shoot.

ALWAYS keep the gun unloaded until you are ready to use it.

- Three “Only If Rules”. Review these rules that are part of BB shooting on LEC ranges.

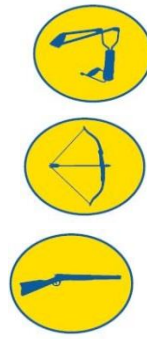
ONLY enter the firing station **IF** you receive permission from Rangemaster.

ONLY pick up a gun **IF** you receive permission from Rangemaster.

ONLY shoot **IF** you receive permission from Rangemaster.

- Review of Air Rifle BB/Pellet Gun Operation.
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- “Permission to Enter”. This range command involves the shooter asking the Rangemaster for permission to enter the range (“Permission to enter?”). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to an Air Rifle BB/Pellet Range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, sit down on the mat, put on your eye protection, and WAIT for further instructions – do not touch a gun until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that **MUST** be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must **IMMEDIATELY** stop shooting and place their gun down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster can call a “Commence Fire” (or “resume fire”).

- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important gun safety rule – ALWAYS point the gun in a safe direction.



Lake Erie Council Shooting Sports

Archery Shooting Range

Standard Operating Procedures

Archery Range Standard Operating Procedures.

Authorized Programs

The Archery Ranges located in Camp Gray and Camp Wyandot (see maps in Appendix C) are primarily intended for use by Cub Scouts and Webelos Scouts while shooting Archery. However, the range may be used for the following purposes:

- Lion, Cub Scout or Webelos Scout Archery.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Archery.
- Adult Leader Archery.
- Archery by age-appropriate non-Scout groups.

Range Procedures

- The Archery Range may only be opened by a certified BSA Archery Rangemaster or USAA/NFAA Level 1 Archery Instructor (the term “Rangemaster” shall be used hereafter for simplicity).
- The certified Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified Archery Rangemasters holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Archery shooting for Lions, Cub Scouts and Webelos Scouts is restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council or district activities held on or off BSA property where there are currently trained BSA shooting sports Rangemasters and all standards for BSA shooting sports are enforced. Council or district activities in the Lake Erie Council may include activities conducted for one or more units taking place on Council-owned property, using only Council-owned equipment, and under the general oversight of either a Camp Ranger or Camp Host as well as under the direct supervision of one or more currently certified Rangemaster(s) who also hold(s) LEC shooting range privileges.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).
- No one may pick up a bow or arrow without receiving permission from the Rangemaster.
- No one may pick up or handle a bow when anyone is forward of the firing line (i.e., changing or retrieving arrows).
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- All personally owned archery equipment must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee

immediately upon entering camp property. Personal archery equipment must be secured in a locked manner and not be accessible to others. Personal archery equipment must be inspected by the Rangemaster in charge of the shooting activity before being allowed on the range.

- The Rangemaster may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, wrist guards, finger tabs/gloves, and quivers available for the planned activity.
- Check that an appropriate number of bows and arrows (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

The following equipment list should be considered to be required whenever the archery range is in operation. The quantities shown are an estimated minimum for running a Day Camp Archery Range of 8 archers overseen by a single archery Rangemaster.

- Arrows (200).

- Targets and target stands (4).
- Bows (12); include different styles/sizes/handedness if possible.
- Finger tabs or shooting gloves (12)/ include different styles/sizes/handedness if possible.
- Arm guards (12); include different sizes if possible.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Set up folding table in firing area near entrance to range
- Unlock storage cabinet on range
- Check the operation of each bow, including spares – do not dry fire.
- Inspect sights on each bow, including spares
- Set out bows, one per firing station
- String recurve bows
- Store extra bows in storage cabinet
- Set out finger tabs/gloves and wrist guards, one per firing station.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Establish location for replacement arrows in storage cabinet
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all archers, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect bows (sights, bowstrings, pulleys)
- Flag any malfunctioning bows for repair
- Unstring recurve bows
- Store all bows in storage cabinets
- Store targets from down range target line (if no additional shooting is eminent)
- Secure range flag, arrows, wrist guards, finger tabs/gloves, quivers, and first aid kit in storage cabinet
- Secure folding table in storage cabinet or vehicle
- Return radio or phone as appropriate
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. A typical shooting cycle calls for each archer to load and fire 5-10 arrows, one at a time.

Range Briefing

The Rangemaster shall administer a safety briefing to all archers before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the bow in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the nocked bow in a safe direction ("downrange").

ALWAYS wear arm guard and finger tab/glove.

ALWAYS keep arrows pointed down or toward the target.

- Three "Only If Rules". Review these rules that are part of archery shooting on LEC ranges.

ONLY enter the firing station **IF** you receive permission from Rangemaster.

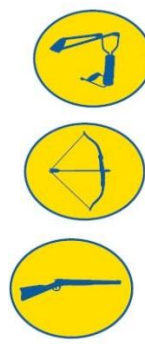
ONLY pick up a bow **IF** you receive permission from Rangemaster.

ONLY shoot **IF** you receive permission from Rangemaster.

- Caution Scouts to NEVER dry fire a bow.
- Review of archery.
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- "Permission to Enter". This range command involves the shooter asking the Rangemaster for permission to enter the range ("Permission to enter?"). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the

Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to an Archery Range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).

- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, put on your arm guard and finger tab/glove, and WAIT for further instructions – do not touch a bow until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop shooting and place their gun down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster can call a “Commence Fire” (or “resume fire”).
- Review/use Whistle Codes at Rangemaster’s discretion.
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important archery safety rule – ALWAYS point the bow in a safe direction.



Lake Erie Council Shooting Sports

Rifle/Pistol Shooting Range

Standard Operating Procedures

Rifle/Pistol Range Standard Operating Procedures.

Authorized Programs

The Rifle / Pistol Ranges located in Camp Broadbent and Camp Wyandot (see maps in Appendix C) are primarily intended for use by Scouts BSA, Varsity Scouts, Venturers, Explorers, and Sea Scouts while shooting Rifles, Muzzleloading Rifles, and Pistols. However, the ranges may be used for the following purposes:

- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Rifle.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Muzzleloading Rifle.
- Scouts BSA and Varsity Scout Pistol (limited to scouts who are age 14 years or older or who are age 13 and have completed the 8th grade.
- Venturer, Explorer, or Sea Scout Pistol.
- Venturer, Explorer, or Sea Scout Muzzleloading Pistol.
- Cub Scout or Webelos Scout BB Air Rifle.
- Webelos Scout Pellet Air Rifle.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout BB Air Rifle.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Pellet Air Rifle.
- Adult Leader BB Air Rifle.
- Adult Leader Pellet Air Rifle.
- Adult Leader Rifle.
- Adult Leader Muzzleloading Rifle.
- Adult Leader Pistol.
- Adult Leader Muzzleloading Pistol.
- Rifle, Muzzleloading Rifle, Pistol, and/or Muzzleloading Pistol shooting by age-appropriate non-Scout groups.

Range Procedures

- Air Rifle BB/Pellet Shooting on an LEC Range may only be opened by a certified BSA BB Rangemaster or certified NRA Rifle Instructor (hereafter the term “Rangemaster” shall be used for simplicity).
- Rifle or Muzzleloading Rifle Shooting on an LEC Range may only be opened by a certified NRA RSO; note that at least one certified NRA Rifle/Muzzleloading Rifle Instructor (a different individual) must also be present on the range.
- Pistol Shooting, including Muzzleloading Pistol, on an LEC Range may only be opened by a certified NRA RSO; note that at least one certified NRA Pistol Instructor (a different individual) must also be present on the range. At least one RSO and one instructor supervising Scouts BSA or Varsity Scouts shooting pistol must also hold a BSA Scouting Pistol Safety and Marksmanship program certification.
- The certified Rangemaster/RSO and certified NRA Instructor(s) must also hold current LEC Shooting Range Privileges.
- A list of currently certified LEC BB Rangemasters/RSOs and NRA Rifle/Muzzleloading /Pistol Instructors holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Air Rifle BB shooting for Cub Scouts and Webelos Scouts is restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council or district activities held on or off BSA property where there are currently trained BSA shooting sports Rangemasters and all standards for BSA shooting sports are enforced. Air Rifle BB shooting for Cub Scouts and Webelos Scouts is not to be done at the pack or unit level.

- Air Rifle Pellet shooting for Webelos Scouts is restricted to Webelos Scout resident camps only.
- Rifle/Muzzleloading Rifle shooting for Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during summer camps, District or Council Shooting Sports events, or unit shooting events. Pistol shooting for Scouts BSA or Varsity Scouts age 14 or older may only be conducted during summer camps, District or Council Shooting Sports events – pistol shooting for Scouts BSA or Varsity Scouts may not be conducted at the unit level. Pistol shooting for Venturers and Sea Scouts may be conducted during summer camps, District or Council Shooting sports events, or unit shooting events.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster/RSO may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster/RSO.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster/RSO.
- The Rangemaster/RSO must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).
- No one may pick up a firearm or air gun without receiving permission from the Rangemaster/RSO.
- No one may pick up or handle a firearm or air gun when anyone is forward of the firing line (i.e., changing or retrieving targets).
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster/RSO may issue a Commence Fire command.
- All personally owned firearms must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal firearms, propellant, and ammunition must be secured in a locked manner and not be accessible to others. Personal firearms, propellant, and ammunition must be inspected by the RSO or Rangemaster in charge of the shooting activity before being allowed on the range.
- The Rangemaster/RSO may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters/RSOs, the Rangemaster/RSO on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions

taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.

- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster/RSO?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, ammunition, clothespins/push pins available for the planned activity.
- Check that an appropriate number of guns (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.
- Check that foam pads are present for shooters (if prone shooting is planned)
- Check that eye and ear protection is on hand.

Required Equipment

The following equipment list should be considered to be required whenever the Rifle Range is in operation.

- Eye protection (must accommodate shooters, staff, and coaches in firing area; should also accommodate those with eyeglasses).
- Closed-cell mats (at least 8 required if shooting from prone position).
- Ammunition (500 shots per hour for rifle or pistol, 15 per hour per muzzleloading rifle; 18,000 per week for BBs).
- Targets (130 per hour for rifle or pistol, 10 per hour per muzzleloading rifle; 1,200 per week for BBs).
- Pushpins to secure targets to foam board (include extras, these will get lost/shot).
- 12 rifles (4 spare guns); include different styles/sizes if possible. If shooting in cold or wet weather, additional spares may be needed. Note: The design of the PumpMaster 760 air gun does not allow for its use at temperatures below 32°F. The Daisy Buck air gun can be used effectively at or below this temperature.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Hand washing station
- Emergency plan

Emergency Plan

The Rangemaster or Range Safety Officer in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Set up folding table in firing area near entrance to range
- Unlock storage cabinets and gun cabinet on range
- Check the operation of each gun, including spares
- Inspect sights on each gun, including spares
- Assure that empty chamber indicators (ECIs) are inserted correctly in all rifles.
- If course of fire will allow loaded BB magazines, load guns; DO NOT load rifles or pistols
- Set out guns, one per firing station
- Store extra guns in storage cabinet
- Set out eye protection and hearing protection at entrance to ready area.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Set out ammunition and ammunition blocks/magazines on table
- Set out extra pushpins on table
- Set out supply targets in wooden storage box.
- Place targets downrange (may have first relay of shooters perform this task)
- Load blocks or magazines with scheduled course of fire – DO NOT DISTRIBUTE BLOCKS OR MAGAZINES UNTIL READY TO COMMENCE FIRING
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect guns (sights, loaded status, ECIs, safety, etc.)
- Flag any malfunctioning guns for repair
- Clean all LEC firearms
 - Rifle cleaning:
 - Make sure that firearms are unloaded
 - Each bolt matches a specific rifle – do not attempt to interchange parts.
 - Remove bolt and clean bolt with cleaning solvent and toothbrush; wipe clean and apply a fine coating of oil.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
 - Clean interior of barrel of gun using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
 - Insert bolt (uncock gun)
 - Insert Empty Chamber Indicator
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
 - Minimum expectations for cleaning of LEC pistols (revolvers) include the following:

- Make sure that firearms are unloaded.
- Open cylinder and clean hammer and rear of cylinders with cleaning solvent and toothbrush; wipe clean and apply a fine coating of oil.
- Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
- Clean interior of barrel using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
- Insert Empty Chamber Indicator
- Wipe down exterior surfaces of gun with a very fine coating of oil.
- Minimum expectations for cleaning of LEC muzzleloader rifles include the following:
 - Make sure that firearms are unloaded.
 - Remove the nipple of the rifle.
 - Wrap a cleaning patch around a loading jag attached to a ramrod.
 - Pump warm soapy water or black powder solvent or “mothers milk” (mixture of equal parts Murphy’s Oil Soap and hydrogen peroxide) down the muzzle and out the hole in the breech end of the gun.
 - Use a pipe cleaner to clean the bolster/drum fire channel.
 - Rinse and dry barrel.
 - Clean nipple; use nipple pick to clear nipple.
 - Reassemble the firearm, coating the threads of the nipple with a fine coat of oil before insertion.
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- Store all firearms in storage cabinets
- Remove targets from down range target line.
- Secure extra targets in folder/box and store in storage cabinet
- Secure range flag, extra pushpins, ammunition, ammunition blocks, and first aid kit in storage cabinet
- Collect eye and hearing protection – if time allows wash safety glasses using dishwasher at Augustus prior to storing in rifle range storage cabinet
- Roll foam mats and place in storage cabinet
- Secure folding table in storage cabinet or vehicle
- Return radio or phone as appropriate
- Lock storage cabinets on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. Typical events include:

- Each shooter is allowed to shoot a specified number of shots. Under this type of shooting event, the rifles are completely unloaded and the rounds are typically provided in a wooden block. Shooters load their shots one-at-a-time into the rifle; the magazine is not used.
- Magazines are provided and are loaded/reloaded by the shooters. Magazines are removed from the rifles at the conclusion of each cycle.

Range Briefing:

The Rangemaster/RSO shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of RSO/Rangemaster, Instructor(s), and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that RSOs/Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a RSO/Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the RSO/Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that a shooting range is a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the gun in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the muzzle in a safe direction ("downrange").

ALWAYS keep your finger off the trigger until you are ready to shoot.

ALWAYS keep the gun unloaded until you are ready to use it.

- Review Rifle Operation.
- Review Eye Dominance. Note: this may be conducted prior to the range briefing.
- "Permission to Enter". This range command involves the shooter asking the RSO/Rangemaster for permission to enter the range ("Permission to enter?"). If the range is safe and ready for use (and the RSO/Rangemaster is ready to allow Scouts to enter), then the RSO/Rangemaster replies "Permission granted". This process is used throughout Scouting on almost every shooting range. Rangemasters/RSOs are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and proceed to the ready line while NOT approaching a firing station until receiving additional permission. After all shooters have reached the ready line and have properly donned eye/hearing protection they may be given the command to proceed to the firing line, pick up their rifle and establish their shooting position (adjust chairs, shooting blocks, etc.). After receiving a "thumbs up" from each shooter, the Rangemaster/RSO may issue the "commence fire" command.
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the "Cease Fire" command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop

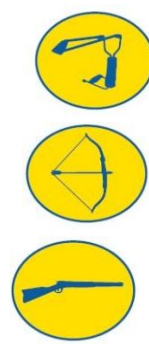
shooting and place their gun down, insert the ECI, and step behind the ready line. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster/RSO can call a “Commence Fire” (or “resume fire”).

- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important gun safety rule – ALWAYS point the gun in a safe direction.

Addendum for Scouts BSA Pistol Safety:

Pistol shooting for Scouts BSA and Varsity Scouts include the following requirements:

- Each youth must have a personal copy of *Scouting Pistol Safety and Marksmanship*.
- Only .22 caliber handguns may be used by Scouts BSA and Varsity Scouts.
- It is recommended that only one type of action be demonstrated and used per program session.
- The NRA First Steps syllabus must be used as it is written.
- Each youth must have written permission from their parent or guardian to handle and fire a handgun before they may take part in the program.



Lake Erie Council Shooting Sports

Shotgun Shooting Range

Standard Operating Procedures

Shotgun Range Standard Operating Procedures.

Authorized Programs

The Shotgun Ranges located in Camp Broadbent and Camp Wyandot (see map in Appendix C) are primarily intended for use by Scouts BSA, Varsity Scouts, Venturers, Explorers, and Sea Scouts while shooting Shotguns. However, the range may be used for the following purposes:

- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Shotgun.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Muzzleloading Shotgun.
- Adult Leader Shotgun.
- Adult Leader Muzzleloading Shotgun.
- Shotgun shooting by age-appropriate non-Scout groups.

Range Procedures

- The Shotgun Range may only be opened by a certified NRA RSO; note that at least one certified NRA Shotgun/Muzzleloading Shotgun Instructor (a different individual) must also be present on the range.
- The certified RSO and Shotgun or Muzzleloading Shotgun Instructor(s) must also hold current LEC Shooting Range Privileges.
- A list of currently certified RSOs and certified instructors holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the RSO may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the RSO.
- Permission to enter the firing station area may only be granted on an individual basis by the RSO.
- The RSO must conduct a Range Briefing for each shooter or group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing at the front of the firing area).
- No one may pick up a gun without receiving permission from the RSO or instructor at the firing station.
- No one may pick up or handle a gun when anyone is forward of the firing line.
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the RSO may issue a Commence Fire command.
- All personally owned firearms must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal firearms, propellant, and ammunition must be secured in a locked manner and not be accessible to others. Personal firearms, propellant, and ammunition must be inspected by the RSO or Rangemaster in charge of the shooting activity before being allowed on the range.
- The RSO may remove anyone from the range for any reason.
- A listing of "lessons learned" is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in RSOs, the RSO on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as RSO or instructor?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of clays and shells available for the planned activity.
- Check that an appropriate number of guns of varying gauges and sizes (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.
- Check that eye and ear protection is on hand.

Required Equipment

The following equipment list should be considered to be required whenever the shotgun range is in operation.

- Eye and ear protection (must accommodate shooters, staff, and coaches in firing area; should also accommodate those with eyeglasses).
- Shells (the number and gauge depend on the course of fire envisioned for the event)
- Clays (the number depend on the course of fire envisioned for the event; include extra clays to account for handling losses as well as missed shots)
- Shotguns and/or muzzleloading shotguns; include different styles/sizes if possible.
- First aid kit.
- Trash can with liner.
- Range flag.

- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster or Range Safety Officer in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Unlock storage cabinet on range
- Move thrower(s) to throwing station beside each shooting station (this is a two-person job best accomplished by two older Scouts)
- Check the operation of each thrower
- Check the operation of each gun, including spares
- Set out guns in storage rack under shelter
- Set out eye and ear protection under shelter.
- Set out first aid kit on table under shelter
- Confirm operation of radio or phone
- Set out radio or phone on table under shelter
- Set out extra shells on table under shelter
- Set out supply of clays behind each thrower.
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect guns (loaded status, safety, etc.)
- Flag any malfunctioning guns for repair
- Clean all LEC shotguns
 - Make sure that firearms are unloaded
 - Do not interchange parts of LEC shotguns.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
 - Clean interior of barrel of gun using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
 - Insert Empty Chamber Indicator
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- Store all guns in storage cabinet
- Store unused clays in storage cabinet.
- Secure range flag, extra shells, and first aid kit in storage cabinet
- Collect eye and ear protection – if time allows wash safety glasses using dishwasher at Augustus prior to storing in shotgun range storage cabinet
- Return radio or phone as appropriate
- Return thrower(s) to storage cabinet if no eminent shotgun shooting will occur (this is a two-person job best accomplished by two older Scouts)
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. Typical events include:

- Each shooter is allowed to shoot a specified number of shots. Under this type of shooting event, the shotguns are completely unloaded and the shells are typically provided to the shooter by the instructor, one-at-a-time. Shooters load their shots one-at-a-time into the shotgun.

Range Briefing

The RSO shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of RSO, Instructor(s), and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that RSOs and Instructors use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a RSO/Instructor on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the RSO/Instructor, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the gun in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the muzzle in a safe direction ("downrange").

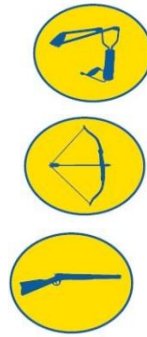
ALWAYS keep your finger off the trigger until you are ready to shoot.

ALWAYS keep the gun unloaded until you are ready to use it.

- Review of shotgun operation.
- Review of process to call for a clay to be thrown ("Pull").
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- "Permission to Enter". This range command involves the shooter asking the RSO for permission to enter the range ("Permission to enter?"). If the range is safe and ready for use (and the RSO is ready to allow Scouts to enter), then the RSO replies "Permission granted". This process is used throughout Scouting on almost every shooting range.

RSOs are strongly encouraged to ask adult coaches or observers to follow the same process to seek permission to enter the range (this sets the example for Scouts).

- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station.
- Instruct throwers on the operation of the clay throwers and the communication that is needed between shooter and thrower.
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that **MUST** be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must **IMMEDIATELY** stop shooting and place their gun down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the RSO can call a “Commence Fire” (or “resume fire”).
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important gun safety rule – **ALWAYS** point the gun in a safe direction.



Lake Erie Council Shooting Sports

Cowboy Action Three-Gun Shooting Range

Standard Operating Procedures

Cowboy Action Three-Gun Range Standard Operating Procedures.

Authorized Programs

The Cowboy Action Three-Gun Range located in Camp Broadbent, (see map in Appendix C) is primarily intended for use by Scouts BSA, Varsity Scouts, Venturers, Explorers, Sea Scouts, and adult leaders engaging in a cowboy action three-gun experience. The Cowboy Action Three-Gun Shooting experience at Camp Broadbent includes shooting a .22 caliber Henry lever action rifle, .22 caliber revolver, and 20 gauge shotgun at stationary targets on a range fashioned after an old-West theme.

Range Procedures

- Cowboy Action Three-Gun Shooting on the Beaumont Scout Reservation Cowboy Action Range may only be opened by a responsible adult holding current NRA Certifications as a Rifle Instructor, Shotgun Instructor, and Pistol Instructor as well as current certification on Cowboy Action Three-Gun Shooting issued by BSA National Camp School. A currently certified NRA RSO must also be present on the range.
- The certified Rangemaster/RSO and certified NRA Instructor(s) must also hold current LEC Shooting Range Privileges.
- A list of currently certified LEC NRA Instructors with Cowboy Action Three-Gun Certifications and RSOs holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Cowboy Action Three-Gun Shooting is restricted to Scouts BSA/Varsity Scouts/Venturers/Sea Scouts who are aged 14 years and older. Minors must have specific written permissions to engage in the Cowboy Action Three-Gun Shooting activity signed by a parent or guardian.
- Cowboy Action Three-Gun Shooting for Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during summer camps, District or Council Shooting Sports events, or unit shooting events.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster/RSO may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster/RSO.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster/RSO.
- The Rangemaster/RSO must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).
- No one may pick up a firearm or air gun without receiving permission from the Rangemaster/RSO.
- No one may pick up or handle a firearm when anyone is forward of the firing line (i.e., changing or retrieving targets).
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster/RSO may issue a Commence Fire command.

- All personally owned firearms must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal firearms, propellant, and ammunition must be secured in a locked manner and not be accessible to others. Personal firearms, propellant, and ammunition must be inspected by the RSO or Rangemaster in charge of the shooting activity before being allowed on the range.
- The Rangemaster/RSO may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters/RSOs, the Rangemaster/RSO on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster/RSO?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets and ammunition is available for the planned activity.
- Check that an appropriate number of guns (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.
- Check that foam pads are present for shooters (if prone shooting is planned)
- Check that eye and ear protection is on hand.

Required Equipment

The following equipment list should be considered to be required whenever the Rifle Range is in operation.

- Eye protection (must accommodate shooters, staff, and coaches in firing area; should also accommodate those with eyeglasses).
- Ammunition.
- Targets (metal spinning targets are typically used for Cowboy Action Three-Gun Shooting).
- 2 rifles, 2 pistols, and two shotguns.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Hand washing station
- Emergency plan

Emergency Plan

The Rangemaster or Range Safety Officer in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Retrieve firearms from Rifle Range
- Check the operation of each gun, including spares
- Inspect sights on each gun, including spares
- Set out guns, one per firing station
- Store extra guns in storage cabinet
- Set out eye protection and hearing protection at entrance to ready area.
- Set out first aid kit.
- Confirm operation of radio or phone
- Set out ammunition and ammunition blocks/magazines on table
- Set out extra pushpins on table
- Set out supply targets in wooden storage box.
- Place targets downrange (may have first relay of shooters perform this task)
- Load blocks or magazines with scheduled course of fire
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect guns (sights, loaded status, ECIs, safety, etc.)
- Flag any malfunctioning guns for repair
- Clean all LEC firearms
 - Minimum expectations for cleaning of LEC rifles include the following:
 - Make sure that firearms are unloaded
 - Do not attempt to interchange parts.

- Remove tube magazine and open action
- Clean action with cleaning solvent and toothbrush; wipe clean and apply a fine coating of oil.
- Clean interior of barrel of gun using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
- Insert Empty Chamber Indicator
- Wipe down exterior surfaces of gun with a very fine coating of oil.
- Minimum expectations for cleaning of LEC pistols (revolvers) include the following:
 - Make sure that firearms are unloaded.
 - Open cylinder and clean hammer and rear of cylinders with cleaning solvent and toothbrush; wipe clean and apply a fine coating of oil.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
 - Clean interior of barrel using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
 - Insert Empty Chamber Indicator
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- Minimum expectations for cleaning of LEC shotguns include the following:
 - Make sure that firearms are unloaded
 - Do not interchange parts of LEC shotguns.
 - Clean action of gun using cleaning solvent applied with toothbrush; wipe clean and apply a fine coating of oil.
 - Clean interior of barrel of gun using cleaning solvent applied with a boresnake or bore brush/patches; when clean apply a fine coating of oil to the inside of bore with a cleaning patch.
 - Insert Empty Chamber Indicator
 - Wipe down exterior surfaces of gun with a very fine coating of oil.
- Store all firearms in storage cabinets on rifle range
- Remove targets from down range target line as needed.
- Secure extra targets in folder/box and store in storage cabinet
- Secure range flag, extra pushpins, ammunition, ammunition blocks, and first aid kit in storage cabinet
- Collect eye and hearing protection – if time allows wash safety glasses using dishwasher at Augustus prior to storing in rifle range storage cabinet
- Return radio or phone as appropriate
- Lock storage cabinets on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. Typical events include:

- Each shooter is allowed to shoot a specified number of shots of each firearm at each station. Under this type of shooting event, each firearm is loaded by the RSO/Instructor, and the shooter commences when granted permission. The shooter moves to the three stations with permission.

Range Briefing:

The Rangemaster/RSO shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of RSO/Rangemaster, Instructor(s), and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that RSOs/Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a RSO/Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the RSO/Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that a shooting range is a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the gun in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the muzzle in a safe direction ("downrange").

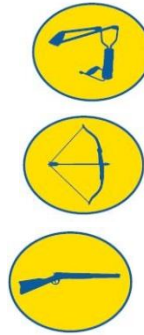
ALWAYS keep your finger off the trigger until you are ready to shoot.

ALWAYS keep the gun unloaded until you are ready to use it.

- Review Rifle Operation.
- Review Eye Dominance. Note: this may be conducted prior to the range briefing.
- "Permission to Enter". This range command involves the shooter asking the RSO/Rangemaster for permission to enter the range ("Permission to enter?"). If the range is safe and ready for use (and the RSO/Rangemaster is ready to allow Scouts to enter), then the RSO/Rangemaster replies "Permission granted". This process is used throughout Scouting on almost every shooting range. Rangemasters/RSOs are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and proceed to the ready line while NOT approaching a firing station until receiving additional permission. After all shooters have reached the ready line and have properly donned eye/hearing protection they may be given the command to proceed to the firing line, pick up their rifle and establish their shooting position (adjust chairs,

shooting blocks, etc.). After receiving a “thumbs up” from each shooter, the Rangemaster/RSO may issue the “commence fire” command.

- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop shooting and place their gun down, insert the ECI, and step behind the ready line. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster/RSO can call a “Commence Fire” (or “resume fire”).
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important gun safety rule – ALWAYS point the gun in a safe direction.



Lake Erie Council Shooting Sports

Archery Shooting Range Standard Operating Procedures

Archery Range Standard Operating Procedures.

Authorized Programs

The Archery Ranges located in Camp Broadbent and Camp Wyandot (see map in Appendix C) are primarily intended for use by Scouts BSA, Varsity Scouts, Venturers, Explorers, and Sea Scouts while shooting Archery. However, the range may be used for the following purposes:

- Lion, Cub Scout or Webelos Scout Archery.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Archery.
- Adult Leader Archery.
- Archery by age-appropriate non-Scout groups.

Range Procedures

- The Archery Range may only be opened by a certified BSA Archery Rangemaster or USAA/NFAA Level 1 (or higher) Archery Instructor (hereafter, the term “Rangemaster” shall be used for simplicity).
- The certified Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified BSA Archery Rangemasters holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Archery shooting for Cub Scouts and Webelos Scouts is restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council or district activities held on or off BSA property where there are currently trained BSA shooting sports Rangemasters and all standards for BSA shooting sports are enforced. Council or district activities in the Lake Erie Council may include activities conducted for one or more units taking place on Council-owned property, using only Council-owned equipment, and under the general oversight of either a Camp Ranger or Camp Host as well as under the direct supervision of one or more currently certified Rangemaster(s) who also hold(s) LEC shooting range privileges.
- Archery shooting for Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during summer camps, District or Council Shooting Sports events, or unit shooting events.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).
- No one may pick up a bow or arrow without receiving permission from the Rangemaster.
- No one may pick up or handle a bow when anyone is forward of the firing line (i.e., changing or retrieving arrows).
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.

- Only the Rangemaster may issue a Commence Fire command.
- All personally owned archery equipment must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal archery equipment must be secured in a locked manner and not be accessible to others. Personal archery equipment must be inspected by the Rangemaster in charge of the shooting activity before being allowed on the range.
- The Rangemaster may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, wrist guards, finger tabs/gloves, and quivers available for the planned activity.
- Check that an appropriate number of bows and arrows (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

The following equipment list should be considered to be required whenever the archery range is in operation. The quantities shown are an estimated minimum for running a week-long Archery Range of 8 archers overseen by a single archery Rangemaster.

- Arrows (200).
- Targets and target stands (4).
- Bows (12); include different styles/sizes/handedness if possible.
- Finger tabs or shooting gloves (12)/ include different styles/sizes/handedness if possible.
- Arm guards (12); include different sizes if possible.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Set up folding table in firing area near entrance to range
- Unlock storage cabinet on range
- Check the operation of each bow, including spares – do not dry fire.
- Inspect sights on each bow, including spares
- Set out bows, one per firing station
- String recurve bows
- Store extra bows in storage cabinet
- Set out finger tabs/gloves and wrist guards, one per firing station.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Establish location for replacement arrows in storage cabinet
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all archers, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect bows (sights, bowstrings, pulleys)
- Flag any malfunctioning bows for repair
- Unstring recurve bows
- Store all bows in storage cabinets
- Store targets from down range target line (if no additional shooting is eminent)
- Secure range flag, arrows, wrist guards, finger tabs/gloves, quivers, and first aid kit in storage cabinet
- Secure folding table in storage cabinet or vehicle

- Return radio or phone as appropriate
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. A typical shooting cycle calls for each archer to load and fire 5-10 arrows, one at a time.

Range Briefing

The Rangemaster shall administer a safety briefing to all archers before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the bow in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the nocked bow in a safe direction ("downrange").

ALWAYS wear arm guard and finger tab/glove.

ALWAYS keep arrows pointed down or toward the target.

- Three "Only If Rules". Review these rules that are part of archery shooting on LEC ranges.

ONLY enter the firing station **IF** you receive permission from Rangemaster.

ONLY pick up a bow **IF** you receive permission from Rangemaster.

ONLY shoot **IF** you receive permission from Rangemaster.

- Caution Scouts to NEVER dry fire a bow.
- Review of archery.
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- “Permission to Enter”. This range command involves the shooter asking the Rangemaster for permission to enter the range (“Permission to enter?”). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to an Archery Range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, put on your arm guard and finger tab/glove, and WAIT for further instructions – do not touch a bow until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop shooting and place their bow down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster can call a “Commence Fire” (or “resume fire”).
- Review Whistle Codes at Rangemaster’s discretion.
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important archery safety rule – ALWAYS point the bow in a safe direction.



Lake Erie Council Shooting Sports

Paintball / Powderball Shooting

Standard Operating Procedures

Paintball / Powderball Range Standard Operating Procedures.

Paintball or powderball shooting at Lake Erie Council properties is not reserved to a specific permanent range. Use of one of the established ranges (including the Camp Broadbent Archery Range, the Camp Broadbent Shotgun Range, the Camp Wyandot Shotgun Range, or the Camp Wyandot Archery Range) or establishment of a temporary range is appropriate (see map in Appendix C).

An important distinction of this program is that the shooting device is a paintball or powderball “marker,” not a paintball or powderball “gun.”

Authorized Programs

When shooting at approved targets, paintball and powderball shooting is approved for the following programs

- Scouts BSA.
- Varsity Scouts
- Venturers.
- Sea Scouts.
- Adult Leaders.
- Age-appropriate non-Scout groups.

Paintball or Powderball shooting is not an approved activity for Cub Scouts or Webelos Scouts.

Paintball or powderball shooting may only take place when shooting at approved targets – never at a person.

Paintball or powderball shooting may involve stationary targets.

Powderball shooting may also involve reusable disc targets launched from the LaPorte America rotary disc launcher.

Range Procedures

- The paintball or powderball range may only be opened by a certified NRA RSO.
- The certified RSO must also hold current LEC Shooting Range Privileges.
- A list of currently certified NRA RSOs holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Paintball or powderball shooting for Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during summer camps, District or Council Shooting Sports events, or unit shooting events.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.

- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).
- No one may pick up a paintball/powderball marker without receiving permission from the Rangemaster.
- No one may pick up or handle a marker when anyone is forward of the firing line.
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- All personally owned paintball or powderball equipment must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal paintball or powderball equipment must be secured in a locked manner and not be accessible to others. Personal paintball or powderball equipment must be inspected by the RSO or Rangemaster in charge of the shooting activity before being allowed on the range.
- The RSO may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in RSOs, the RSO on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as RSO?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, projectiles, CO2 cylinders (including spares), and eye protection available for the planned activity.
- Check that an appropriate number of markers (including spares) are available for the planned activity.

- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

The following equipment list should be considered to be required whenever the powderball range is in operation.

- Paintballs or Powderballs (1,000).
- Targets and target stands (4) OR LaPorte America rotary launcher with discs
- Marine battery (charged) if using the rotary launcher
- Paintball/powderball markers (8).
- Eye protection (16 pair).
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The RSO in charge of the range must take immediate charge in the event of any injury or emergency. The RSO must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Unlock storage cabinet on range (if applicable).
- Set stationary target stands and targets.
- If using the rotary launcher:
 - Load rotary launcher with discs.
 - Connect charged marine battery to launcher
 - Test operation and trajectory of disc launcher; adjust as needed.
- Check the operation of each Tippman paintball/powderball marker.
- Set out paintball/powderball markers, one per firing station.
- Secure paintball/powderball projectiles.
- Connect a CO2 cylinder to each marker
- Set out ANSI Z87 eye protection – at least on pair for each shooter with spares.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Cease Fire.
- Have shooters retrieve targets and/or discs.
- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect markers
- Flag any malfunctioning markers for repair

- Store discs in can or reload rotary launcher
- Store all markers and paintball/powderball projectiles in storage cabinets
- Secure range flag, safety glasses, and first aid kit in storage cabinet
- Return radio or phone as appropriate
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. Shooting cycles for powderball may call for each shooter to attempt to hit every disc or for shooters to take turns. If shooting at fixed targets, paintball/powderball shooters will typically shoot at specific targets.

Range Briefing

The RSO shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of RSO and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that RSOs use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as an RSO on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the RSO, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the marker in a safe direction") is the "Golden Rule" of shooting sports safety.

ALWAYS point the marker in a safe direction ("downrange").

ALWAYS keep your finger off the trigger until ready to shoot.

ALWAYS keep the marker unloaded until ready for use.

- Three “Only If Rules”. Review these rules that are part of paintball/powderball shooting on LEC ranges.

ONLY enter the firing station **IF** you receive permission from RSO.

ONLY pick up a marker **IF** you receive permission from RSO.

ONLY shoot **IF** you receive permission from RSO.

- Review of paintball/powderball marker operation.
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- “Permission to Enter”. This range command involves the shooter asking the RSO for permission to enter the range (“Permission to enter?”). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the RSO replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to a paintball/powderball Range. RSOs are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, put on your eye protection , and WAIT for further instructions – do not touch a marker until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that **MUST** be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must **IMMEDIATELY** stop shooting and place their marker down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the RSO can call a “Commence Fire” (or “resume fire”).
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important shooting sports safety rule – **ALWAYS** point the marker in a safe direction.



Lake Erie Council Shooting Sports

Wrist Rocket or Slingshot Shooting

Standard Operating Procedures

Wrist Rocket or Slingshot Range Standard Operating Procedures.

Authorized Programs

When shooting at approved targets, wrist rocket or slingshot shooting is approved for the following programs

- Lions
- Cub Scouts
- Webelos Scouts
- Scouts BSA.
- Varsity Scouts
- Venturers.
- Sea Scouts.
- Adult Leaders.
- Age-appropriate non-Scout groups.

Wrist rocket or slingshot shooting may only take place when shooting at approved targets – never at a person.

Range Procedures

There is not currently a permanent wrist rocket or slingshot shooting range established at LEC properties. This shooting sports activity may be conducted on one of the permanent ranges (BB, Archery, or Rifle Ranges), or a temporary range may be established for the activity. However a range is established, it is incumbent upon the Rangemaster to maintain a safe shooting range. Wrist rocket or slingshot targets are typically located at distances from 10-25 feet from the firing line.

- A wrist rocket or slingshot range may only be opened by a certified BSA Rangemaster.
- The certified Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified Rangemasters holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Wrist rocket or slingshot shooting for Lions, Cub Scouts, Webelos Scouts, Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during resident camps or District or Council Shooting Sports events.
- Wrist rocket or slingshot shooting for Lions, Cub Scouts and Webelos Scouts is restricted to day camps, Cub Scout/Webelos Scout resident camps, council-managed family camping programs, or to council or district activities held on or off BSA property where there are currently trained BSA shooting sports Rangemasters and all standards for BSA shooting sports are enforced. Council or district activities in the Lake Erie Council may include activities conducted for one or more units taking place on Council-owned property, using only Council-owned equipment, and under the general oversight of either a Camp Ranger or Camp Host as well as under the direct supervision of one or more currently certified Rangemaster(s) who also hold(s) LEC shooting range privileges.
- Wrist rocket or slingshot shooting for Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may also be done during unit shooting events.
- Impact rated ANSI Z87 eye protection is required for everyone on the shooting line.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.

- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (indicated by the wooden railing or rope at the front of the firing area).
- No one may pick up a wrist rocket, slingshot or projectile without receiving permission from the Rangemaster.
- No one may pick up or handle a wrist rocket, slingshot or projectile when anyone is forward of the firing line.
- No one may shoot up into the air.
- Shooting guidelines for right-handed shooters (reverse for left-handed shooters):
 - Point left foot and shoulder directly at the target with the body turned to the right.
 - Turn the head directly toward the target.
 - Center the projectile in the middle of the leather pouch.
 - Hold the handle firmly in the left hand and pinch the ends of the leather pouch together with the thumb and index finger of the right hand. Encompassing the projectile.
 - Hold the left arm out straight and firm.
 - Draw the right hand back level with the right cheek – NEVER TO THE EYE – while holding the leather pouch securely between the thumb and index finger of the right hand.
 - Aim and release the leather ammo pouch to shoot.
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- All personally owned wrist rockets, slingshots, and projectiles must be inspected by a National Camp School-certified Shooting Sports Director, BSA Program Executive, or their designee immediately upon entering camp property. Personal wrist rockets, slingshots, and projectiles must be secured in a locked manner and not be accessible to others. Personal wrist rockets, slingshots, and projectiles must be inspected by the RSO or Rangemaster in charge of the shooting activity before being allowed on the range.
- The Rangemaster may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions

taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.

- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, projectiles, replacement bands and pouches, and eye protection available for the planned activity.
- Check that an appropriate number of wrist rockets or slingshots (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

The following equipment list should be considered to be required whenever the wrist rocket or slingshot range is in operation. The quantities shown are an estimated minimum for running a week-long Wrist rocket or Slingshot Range of 8 shooters overseen by a single Rangemaster.

- Small biodegradable objects such as dried dog food kibble, dried beans, paintballs, or powderballs may be used for projectiles; rocks or metallic balls are not permitted.
- Targets: traditional targets for BB shooting, disposable aluminum pie pans, disposable cups, plastic bottles, empty cans of various sizes, and/or foam plates may be suspended from a rope for use as targets. It may be desirable if the target produces movement and a sound upon impact. No human or animal targets may be used.
- Wrist rockets or slingshots (12); include different styles/sizes/handedness if possible.
- Spare rubber bands or rubber tubing, and spare leather pouches.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Check the operation of each wrist rocket or slingshot – do not dry fire.
- Set out wrist rockets or slingshots, and eye protection at each firing station
- Determine how projectiles will be distributed and secured.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Establish location for replacement wrist rockets or slingshots and spare tubing, bands, and pouches.
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect wrist rockets or slingshots (rubber tubing, rubber bands, leather pouches, etc.).
- Flag any malfunctioning wrist rockets or slingshots for repair
- Store all wrist rockets or slingshots bows in storage cabinets
- Store targets from down range target line (if no additional shooting is eminent)
- Secure range flag, projectiles, eye protection, and first aid kit in storage cabinet
- Return radio or phone as appropriate
- Lock storage cabinet on range (if used).

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. A typical shooting cycle calls for each shooter to load and fire 5-10 projectiles, one at a time.

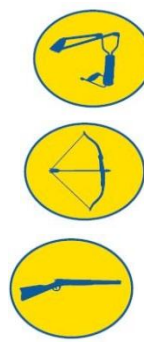
Range Briefing

The RSO shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Review of wrist rocket or slingshot.
- "Permission to Enter". This range command involves the shooter asking the Rangemaster for permission to enter the range ("Permission to enter?"). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the

Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to a Wrist Rocket or Slingshot Range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).

- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, put on your eye protection , and WAIT for further instructions – do not touch a wrist rocket or slingshot until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop shooting and place their wrist rocket or slingshot down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster can call a “Commence Fire” (or “resume fire”).
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important shooting sports safety rule – ALWAYS point the wrist rocket or slingshot in a safe direction.



Lake Erie Council Shooting Sports

Water Rocket Shooting

Standard Operating Procedures

Water Rocket Range Standard Operating Procedures.

Authorized Programs

Water rocket shooting is approved for the following programs

- Lions
- Cub Scouts
- Webelos Scouts
- Scouts BSA.
- Varsity Scouts
- Venturers.
- Sea Scouts.
- Adult Leaders.

Range Procedures

There are currently no permanent water rocket shooting ranges established at LEC properties. This shooting sports activity is typically conducted on a temporary range established for the activity. However a range is established, it is incumbent upon the Rangemaster to maintain a safe shooting range. Water rocket ranges typically require a large open area to allow for safe distances for launchers as well as a clear impact area for the “rockets” to land. It is important to allow a safe distance from the launchers to allow for safe operation of the activity.

- A water rocket range may only be opened by a certified BSA Rangemaster.
- The certified Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified Rangemasters holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Water rocket shooting for Cub Scouts, Webelos Scouts, Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during resident camps, District or Council Shooting Sports events, and at the unit level.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- No one may touch the water rocket launcher or cords without receiving permission from the Rangemaster.
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- Personally owned or hand-made water rockets may only be used if it has been evaluated and approved by the Rangemaster.
- The Rangemaster may remove anyone from the range for any reason.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of water rockets, launchers, water supply, air pumps, and eye protection available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

The following equipment list should be considered to be required whenever the water rocket range is in operation.

- 2 liter soda bottles (empty) with or without fins attached; several per station.
- Water rocket launcher (one per launching station).
- Water supply.
- Air pump (foot-powered bicycle tire pump works well).
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Check the operation of each water rocket launcher and water rocket including spares.
- Inspect launch stands.
- Inspect release lines, including spares
- Set out water rockets/bottles, several per firing station
- Test operation of air pumps.
- Set out and connect air pumps
- Set out water supply/water hose.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Establish location for replacement arrows in storage cabinet
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all rocketeers, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect launchers.
- Flag any malfunctioning launchers for repair
- Inspect water rockets (soda bottles); if intact they may be reused.
- Store all launchers, pumps, and water rockets in storage cabinets
- Secure range flag and first aid kit in storage cabinet
- Secure folding table in storage cabinet or vehicle
- Return radio or phone as appropriate
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. A typical shooting cycle calls for each rocketeer to take turns setting, pumping, and launching a water rocket, one at a time.

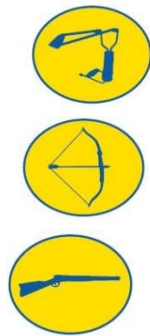
Range Briefing

The Rangemaster shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your"

range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.

- “Permission to Enter”. This range command involves the shooter asking the Rangemaster for permission to enter the range (“Permission to enter?”). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to a water rocket range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, put on your eye protection , and WAIT for further instructions – do not touch a bottle or launcher until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop shooting and let go of the launching string. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the RSO can call a “Commence Fire” (or “resume fire”).



Lake Erie Council Shooting Sports

Tomahawk Throwing

Standard Operating Procedures

Tomahawk Range Standard Operating Procedures.

Authorized Programs

Tomahawk throwing is approved for the following programs

- Scouts BSA.
- Varsity Scouts
- Venturers.
- Sea Scouts.
- Adult Leaders.

Range Procedures

There is not currently a permanent tomahawk range established at LEC properties. This shooting sports activity is typically conducted on a temporary range established for the activity. However a range is established, it is incumbent upon the Rangemaster to maintain a safe shooting range. Tomahawk targets are typically located at distances from 10-25 feet from the firing line.

- A tomahawk range may only be opened by a certified BSA Rangemaster.
- The certified Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified Rangemasters holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Tomahawk throwing for Scouts BSA, Varsity Scouts, Venturers, and Sea Scouts may be done during resident camps, District or Council Shooting Sports events, or during unit events.
- A red range flag is to be displayed whenever there is potential activity on a range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the throwing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of throwers prior to the throwing session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- No one may touch the tomahawk without receiving permission from the Rangemaster.
- Always keep the blades pointed in a safe direction (e.g., downrange).
- Retrieve tomahawks only when given permission by Rangemaster
 - Walk at all times
 - Place one hand on target and with the other hand, firmly grasp the handle of the tomahawk.
 - First push down on the handle, and then pull up on the handle to release the tomahawk from the target.
 - Remove the highest tomahawk first and drop it to the ground.
 - Once both tomahawks have been removed, pick them up, and grasp the head of each tomahawk in the palm of a hand with the blades facing away from the body.
 - Return the tomahawks to the throwing line and place them down with the blades facing in a safe direction (e.g., downrange).

- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- Personally owned or hand-made tomahawks may only be allowed on a LEC Range if it has been evaluated and approved by the Rangemaster.
- The Rangemaster may remove anyone from the range for any reason.

Range Setup

- A tomahawk range 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 tomahawk 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.
- Firing 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 firing line can help designate safety observation areas.
- Each lane should be 5 feet wide to accommodate sufficient throwing space.
- The distance from the target face to the firing line is generally 15 feet, but it can be reduced to 10 feet for younger Scouts.

Range Inspection Prior to Throwing Activity

Prior to each throwing activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of throwers, parents, and others attending the event, other programs or distractions taking place near the tomahawk range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the throwing stations or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each throwing cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear

- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of tomahawks, and targets available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

The following equipment list should be considered to be required whenever a tomahawk range is in operation.

- Targets and target stands (4).
- Tomahawks different styles/sizes/handle lengths if possible.
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Inspect tomahawks, including spares.
- Inspect targets and target stands.
- Set out tomahawks, three per firing station.
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all throwers, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect tomahawks
- Flag any broken handles or tomahawks for repair/replacement
- Store all tomahawks in storage cabinets
- Secure range flag, and first aid kit in storage cabinet
- Return radio or phone as appropriate
- Lock storage cabinet on range

Throwing Cycle:

Determine an appropriate throwing cycle for the event planned. A typical throwing cycle calls for each thrower to throw 3 tomahawks at a single target, one at a time.

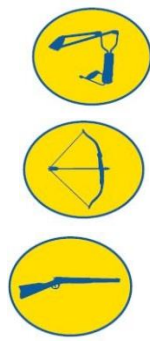
Range Briefing

The Rangemaster shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Review how to safely throw a tomahawk.
- "Permission to Enter". This range command involves the thrower asking the Rangemaster for permission to enter the range ("Permission to enter?"). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the Rangemaster replies "Permission granted". This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to a tomahawk range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a throwing station (e.g., "WALK to the last available throwing position and WAIT for further instructions – do not touch a tomahawk until given permission to do so").
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the activity. Remember to keep the range commands age appropriate. One command that **MUST** be reviewed is the "Cease Fire" command. Emphasize to all shooters that if this command is issued they must **IMMEDIATELY** stop throwing and place their tomahawk down. Explain that anyone can call a "Cease Fire" if they observe an unsafe condition. Note that only the Rangemaster can call a "Commence Fire" (or "resume fire").

Throwing Procedure

- Keep elbows and wrists locked.
- Draw tomahawk back over top of head.
- Bring tomahawk forward until initial aiming point is reached.
- Release the tomahawk.
- The key to sticking a tomahawk is consistency.



Lake Erie Council Shooting Sports

Inflatable BB Range Standard Operating Procedures

Inflatable BB Range Standard Operating Procedures.



Authorized Programs

The Inflatable BB Ranges are portable BB ranges that may be reserved and used during approved events. The ranges may be used for the following purposes:

- Cub Scout or Webelos Scout BB Air Rifle.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout BB Air Rifle.
- Adult Leader BB Air Rifle.
- BB Air Rifle shooting by age-appropriate non-Scout groups.
- Per BSA National Shooting Sports direction, Lions are not eligible to participate in BB air rifle shooting sports activities.

Range Procedures

- The Inflatable Air Rifle BB Ranges may only be opened by a certified BSA BB Rangemaster or certified NRA Rifle Instructor (the term "Rangemaster" shall be used hereafter for simplicity).
- The certified BSA BB Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified BSA BB Rangemasters and NRA Rifle Instructors holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Use of the LEC-owned Inflatable BB Ranges is subject to approval by the Scout Executive or his or her designee; the activity must take place under the direct supervision by currently trained BSA shooting sports Rangemasters holding current LEC Range Privileges where all standards for BSA shooting sports are enforced.

- Priority for reserving the inflatable BB range is assigned for events where recruiting is the main purpose.
- Please note that each inflatable Air Rifle BB Range weighs approximately 170 pounds and will likely require the use of a large vehicle for transportation.
- When inflated, the range requires a footprint of at least 10' width by 23' depth and 9' height.
- Tie-down stakes or weights are required for outdoor use.
- Continuous 110 volt A/C power is required whenever the inflatable BB range is in operation.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Each inflatable range has two firing stations where two shooters may shoot simultaneously under the direct supervision of a Shooting Coach approved by the Rangemaster.
- The Rangemaster must be present in close proximity to the inflatable BB ranges overseeing the operation of all firing stations.
- Permission to enter the firing station area may only be granted on an individual basis by the Shooting Coach or Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.
- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line (inside of the screened area).
- No one may pick up a gun without receiving permission from the Shooting Coach or Rangemaster.
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Shooting Coach or Rangemaster may issue a Commence Fire command.
- Only LEC-owned BB guns may be used on the inflatable BB ranges.
- The Shooting Coach or Rangemaster may remove anyone from the range for any reason.
- A listing of "lessons learned" is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Determine the area where the range will be inflated.
- Clear any obstacles and remove any sharp objects from the area where the range will be inflated.
- Check overhead for any obstacles, electrical lines, limbs, or lighting within 9 feet of the range.
- Completely unroll the range.
- Position the air-input tube where you want the rear of the range and close to an electrical outlet.

- The input tube must be fully-extended and mostly straight.
- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the backstop is functional and the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.
- Confirm that the range area is clear of personnel.
- Check that there is an adequate supply of targets, BBs, binder clips/clothespins available for the planned activity.
- Check that an appropriate number of guns (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.
- Check that eye (and ear) protection is on hand.

Required Equipment

The following equipment list should be considered to be required whenever one or both of the BB ranges are in operation.

- Eye protection certified as impact resistant under ANSI Z87 (must accommodate shooters, visitors, staff, and coaches in firing area; should also accommodate those with eyeglasses).
- BBs.
- Targets.
- Clothespins or binder clips to secure targets to target pulley.
- BB guns (3 per inflatable range); include different styles/sizes if possible.
- Access to reliable source of 110 volt A/C electrical power throughout the shooting activity.
- Heavy gauge extension cord(s) (as needed)
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone

- Emergency plan

Emergency Plan

The Rangemaster or Range Safety Officer in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Establish location for each inflatable BB range.
- Verify clearance for range.
- Lay out range.
- Secure extension cords (watch for trip hazards).
- Inflate range by engaging air blower.
- Provide for the flow of participants through the activity along with a waiting area.
- At the Rangemaster's discretion, set up folding table in firing area near entrance to range
- Check the operation of each gun, including spares
- Inspect sights on each gun, including spares
- Set out guns in provided sleeves, one per firing station
- Store extra (loaded) guns in secured area
- Set out eye protection, two per firing station.
- Set out first aid kit
- Confirm operation of radio or phone
- Set out radio or phone
- Set out extra BBs
- Set out extra clothespins or binder clips
- Set out supply of targets in sleeves within each shooting station
- Place targets on pulley system downrange
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all shooters, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect guns (sights, loaded status, safety, etc.); and remove from sleeves
- Flag any malfunctioning guns for repair
- Store all guns in storage cabinet/transportation container
- Remove targets from down range target line; do not remove pulley system.
- Secure range flag, extra clothespins, extra BBs, and first aid kit.
- Collect eye protection.
- Remove all guns, eye protection, targets, BBs, and other items from range.
- Clear spent BBs from inside of range through Velcro access point on the right side of the downrange area; reattach Velcro window after clearing BBs.
- Deflate range.
- Secure extension cords.
- Roll range if dry and ready for storage.
- Secure folding table if used
- Return radio or phone as appropriate

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned. Typical events include:

- Each shooter is allowed to shoot a specified number of BB's. Under this type of shooting event, the air guns are completely unloaded and the BB's are typically provided in a small plastic cup. Shooters load the BB's one-at-a-time into the loading groove; neither the BB reservoir nor the upper magazine is used. This type of event is best when all shooters have a similar skill level.
- All shooters are allowed to shoot for a set amount of time. Under this type of event, the reservoirs of the air guns have been pre-loaded and the upper magazines (if equipped) are charged before each shooting relay. Shooters may shoot BB's at their own pace as their skill level allows. The Rangemaster can monitor this event to provide sufficient time for new shooters to gain experience while assuring that the more-experienced shooters are maintaining an appropriate level of safety.

Range Briefing

The Rangemaster shall administer a safety briefing to all shooters before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the gun in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the muzzle in a safe direction ("downrange").

ALWAYS keep your finger off the trigger until you are ready to shoot.

ALWAYS keep the gun unloaded until you are ready to use it.

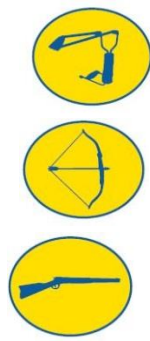
- Three “Only If Rules”. Review these rules that are part of BB shooting on LEC ranges.

ONLY enter the firing station **IF** you receive permission from Rangemaster.

ONLY pick up a gun **IF** you receive permission from Rangemaster.

ONLY shoot **IF** you receive permission from Rangemaster.

- Review of Air Rifle BB Gun Operation.
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- “Permission to Enter”. This range command involves the shooter asking the Shooting Coach or Rangemaster for permission to enter the range (“Permission to enter?”). If the range is safe and ready for use (and the Shooting Coach or Rangemaster is ready to allow Scouts to enter), then the Shooting Coach or Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to an Air Rifle BB Range.
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., put on your eye protection, and WAIT for further instructions – do not touch a gun until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that **MUST** be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must **IMMEDIATELY** stop shooting and place their gun down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster can call a “Commence Fire” (or “resume fire”).
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important gun safety rule – **ALWAYS** point the gun in a safe direction.



Lake Erie Council Shooting Sports

Inflatable Hover Ball Archery Range

Standard Operating Procedures

Inflatable Hover Ball Archery Range Standard Operating Procedures



Authorized Programs

The Inflatable Hover Ball Archery Range is a specialized archery activity where participants attempt to shoot at hovering balls using foam-tipped arrows. This is a portable archery range that may be reserved and used during approved events. The range may be used for the following purposes:

- Lion, Cub Scout or Webelos Scout Hover Ball Archery.
- Scouts BSA, Varsity Scout, Venturer, Explorer, or Sea Scout Hover Ball Archery.
- Adult Leader Hover Ball Archery.
- Hover Ball Archery by age-appropriate non-Scout groups.

Range Procedures

- The Inflatable Hover Ball Archery Range may only be opened by a certified BSA Archery Rangemaster or USAA/NFAA Level 1 (or higher) Archery Instructor (hereafter, the term "Rangemaster" shall be used for simplicity).
- The certified Rangemaster must also hold current LEC Shooting Range Privileges.
- A list of currently certified BSA Archery Rangemasters holding valid LEC Shooting Range Privileges is maintained by the LEC Shooting Sports Committee.
- Hover Ball Archery shooting is an approved activity for Cub Scouts (including Lions and Tigers), Webelos Scouts, Scouts BSA, Varsity Scouts, Venturers, Sea Scouts, and Adult leaders at events approved by LEC and under the direct supervision of one or more currently certified Rangemaster(s) who also hold(s) LEC shooting range privileges.
- Use of the LEC-owned Inflatable Hover Ball Range is subject to approval by the Scout Executive or his or her designee; the activity must take place under the direct supervision by currently trained BSA shooting sports Rangemasters holding current LEC Range Privileges where all standards for BSA shooting sports are enforced.
- Priority for reserving the Inflatable Hover Ball Archery Range is assigned for events where recruiting is the main purpose.
- Please note that the Inflatable Hover Ball Archery Range, including archery equipment, packs into a wheeled storage bag that can be carried an average adult.
- When inflated, the range requires a footprint of at least 10' width by 6' depth and 8' height.
- Tie-down stakes or weights are required for outdoor use.
- Continuous 110 volt A/C power is required whenever the Inflatable Hover Ball Archery Range is in operation.
- For outdoor use, the range should be installed with the back of the range towards any prevailing breeze.
- The Inflatable Hover Ball Archery Range should not be used outdoors if wind speeds exceed 15 miles per hour.
- A red range flag is to be displayed whenever there is potential shooting activity on a shooting range.
- Only individuals authorized by the Rangemaster may access the range when the red range flag is not displayed at full staff.
- There is no smoking allowed anywhere on the range area.
- When the range is open, general access to the gallery/waiting area may be granted at the discretion of the Rangemaster.
- Permission to enter the firing station area may only be granted on an individual basis by the Rangemaster.
- The Rangemaster must conduct a Range Briefing for each group of shooters prior to the shooting session.

- No unnecessary running or talking is allowed on the range.
- No horseplay is allowed on the range.
- While shooting is in progress, no one may move any part of their body forward of the firing line.
- No one may pick up a bow or arrow without receiving permission from the Rangemaster.
- No one may pick up or handle a bow when anyone is forward of the firing line (i.e., changing or retrieving arrows).
- Anyone may call a Cease Fire if they believe there is an unsafe condition on the range.
- Only the Rangemaster may issue a Commence Fire command.
- Only bows and arrows included with the Inflatable Hover Ball Archery Range may be used.
- The Rangemaster may remove anyone from the range for any reason.
- A listing of “lessons learned” is included as Appendix E.

Range Inspection Prior to Shooting Activity

Prior to each shooting activity and after each break or change in Rangemasters, the Rangemaster on duty shall conduct a range inspection:

- Determine the area where the range will be inflated.
- Clear any obstacles and remove any sharp objects from the area where the range will be inflated.
- Check overhead for any obstacles, electrical lines, limbs, or lighting within 9 feet of the range.
- Completely unroll the range.
- Position the air-input tube where you want the rear of the range and close to an electrical outlet.
- The input tube must be fully-extended and mostly straight.
- Review the general condition of range. Remove any litter, or lost-and-found items.
- Consider environmental conditions forecast for the time of the shooting activity:
- Is shade from Sun or precipitation needed?
- Is a supply of ice water needed?
- “Environmental conditions” as used in this SOP include all impacts due to weather including temperature, humidity, wind, precipitation, etc. as well as the estimated number of shooters, parents, and others attending the event, other programs or distractions taking place near the shooting range, the time of day, and the overall level of energy or participation at the event.
- Will the environmental conditions demand a reassessment of the shooting positions or program planned for the event?
- How will the environmental conditions impact traffic flow through the gallery and range?
- How will the environmental conditions or estimated attendance at the shooting sports event impact crowding in the gallery, and hence, your ability to deliver an effective range briefing?
- How will the environmental conditions impact your effectiveness as Rangemaster?
- How will the environmental conditions impact the duration of each shooting cycle?
- Walk the impact area making sure that the impact area is clear
- Check that all safety lines surrounding the range are intact and that the appropriate signage is present.

- Confirm that the range area is clear of personnel.
- Check that an appropriate number of bows and arrows (including spares) are available for the planned activity.
- Confirm that the communication system working (phone, radio, etc.).
- Check that the first aid kit for the range is accessible.

Required Equipment

Only archery equipment included with the Inflatable Hover Ball Archery Range may be used. The following equipment list should be considered to be required whenever the archery range is in operation.

- Inflatable Hover Ball Archery Range
- Guy lines (4)
- Stakes or weights to secure range (4)
- First aid kit.
- Trash can with liner.
- Range flag.
- Supply of drinking water for Scouts, Assistants and Rangemaster
- Two-way radio/phone
- Emergency plan

Emergency Plan

The Rangemaster in charge of the range must take immediate charge in the event of any injury or emergency. The Rangemaster must follow the Emergency Procedures for LEC Shooting Ranges found in Appendix A.

Range Opening Procedures:

- Establish location for the Inflatable Hover Ball Archery Range.
- Verify clearance for range.
- Lay out range.
- Secure extension cords (watch for trip hazards).
- Inflate range by engaging air blower.
- Set up folding table in firing area near entrance to range
- Check the operation of each bow, including spares – do not dry fire.
- Inspect sights on each bow, including spares
- Set out bows, one per firing station
- Assemble arms and string bows
- Set out first aid kit on table
- Confirm operation of radio or phone
- Set out radio or phone on table
- Raise range flag – Range is OPEN.

Range Closing Procedures:

- Have all archers, parents, and observers exit the range.
- Lower range flag – Range is CLOSED
- Inspect bows (sights, bowstrings)
- Flag any malfunctioning bows for repair
- Unstring and disassemble bows

- Store all bows and strings in storage bag
- Store balls in storage bag.
- Secure range flag, arrows, and first aid kit in storage bag
- Turn off power to blower and deflate range using deflate panels.
- Roll up deflated range and store in storage bag.
- Secure folding table
- Return radio or phone as appropriate
- Lock storage cabinet on range

Shooting Cycle:

Determine an appropriate shooting cycle for the event planned.

- It is recommended that only two archers participate at the same time.

Range Briefing

The Rangemaster shall administer a safety briefing to all archers before they enter the firing area. The Range Briefing should cover the following:

- Welcome to the Range. This should be a friendly and sincere welcome – if it wasn't for the Scouts, you wouldn't be there.
- Introductions of Rangemaster and any Range Assistants. Introduce yourself to your shooters and parents. We prefer that Rangemasters use the convention "Ms./Mrs./Mr. Your-Last-Name" when functioning as a Rangemaster on the range. In other areas of Scouting your Scouts may only know you as "Your-First-Name" or "Ms./Mrs./Mr. You-First-Name", but on the range, we really prefer the extra bit of formality. Be sure to offer your Scouts the same degree of respect. Also make everyone aware that this is "your" range and that as the Rangemaster, YOU are responsible for the safe operation of the range. It isn't about an ego trip, but you do need to convey to everyone that the shooting ranges are a special place where special rules apply.
- Three "Always Rules". Review these rules at the beginning of the briefing. Emphasize that the first rule ("ALWAYS point the bow in a safe direction") is the "Golden Rule" of gun safety.

ALWAYS point the nocked bow in a safe direction ("downrange").

ALWAYS use proper safety equipment.

ALWAYS keep arrows pointed down or toward the target.

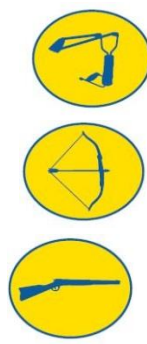
- Three “Only If Rules”. Review these rules that are part of archery shooting on LEC ranges.

ONLY enter the firing station **IF** you receive permission from Rangemaster.

ONLY pick up a bow **IF** you receive permission from Rangemaster.

ONLY shoot **IF** you receive permission from Rangemaster.

- Caution Scouts to NEVER dry fire a bow.
- Review of archery.
- Review of Eye Dominance. Note: this may be conducted prior to the range briefing.
- “Permission to Enter”. This range command involves the shooter asking the Rangemaster for permission to enter the range (“Permission to enter?”). If the range is safe and ready for use (and the Rangemaster is ready to allow Scouts to enter), then the Rangemaster replies “Permission granted”. This process is used throughout Scouting on almost every shooting range. It is especially important to use this command for each Scout seeking entrance to an Archery Range. Rangemasters are strongly encouraged to ask adult coaches to follow the same process to seek permission to enter the range (this sets the example for Scouts).
- Range Operation. This provides the opportunity to explain how Scouts should enter the range and approach a firing station (e.g., “WALK to the last available shooting position, put on your arm guard and finger tab/glove, and WAIT for further instructions – do not touch a bow until given permission to do so”).
- Range Commands (include Cease Fire). Review the range commands that you will be using to control the shooting activity. Remember to keep the range commands age appropriate. One command that MUST be reviewed is the “Cease Fire” command. Emphasize to all shooters that if this command is issued they must IMMEDIATELY stop shooting and place their bow down. Explain that anyone can call a “Cease Fire” if they observe an unsafe condition. Note that only the Rangemaster can call a “Commence Fire” (or “resume fire”).
- Review Whistle Codes at Rangemaster’s discretion.
- Restate “Golden Rule” at conclusion. Use this last opportunity to reinforce the most important archery safety rule – ALWAYS point the bow in a safe direction.



Lake Erie Council Shooting Sports

Appendix A: Emergency Plan

Appendix A: Emergency Plan for LEC Shooting Ranges

General Information

This emergency plan attempts to provide information on various scenarios that may possibly be encountered. However, an emergency situation is inherently unpredictable. The Rangemaster or RSO in charge at a given range in concert with the unit leader if present are responsible for the safety and welfare of the youth and adults entrusted to their care. They are charged with using their best judgment to address an emergency situation. Information in these appendices is provided to assist them in addressing emergencies and includes the following: Appendix B; BSA Incident Reporting Tool (blank); Appendix D: Directions to the nearest emergency medical facility; Appendix F: Important Phone Numbers.

Range Evacuation

In the event that an emergency causes the evacuation of a shooting range, all firearms, ammunition, and bows should be secured in the onsite storage locker prior to the evacuation of the Rangemaster or RSO. If the emergency does not allow for the securing of the firearms, ammunition, and bows prior to evacuation, the firearms and bows should be immediately UNLOADED and carried by adults or responsible Scouts under adult supervision and secured in the best manner possible commensurate with the conditions of the evacuation (a lockable closet, trunk of a vehicle, etc.).

Active Shooter on Camp Property

The Rangemaster/RSO shall immediately close any shooting range upon being notified that an active shooter (an unauthorized shooter) is on camp property. All firearms and ammunition are to be immediately secured in locked storage cabinets. All individuals on or adjacent to the shooting range are to immediately disperse per the active shooter protocol.

Extreme Cold

Cold temperatures present a challenge to the safe operation of shooting events beyond the physiological impact to shooters, adults, and the Rangemaster and RSO. As the ambient temperature falls below freezing (32°F), potential equipment damage (shattering of fiberglass bows, inoperability of Crossman PumpMaster air guns) and the likelihood of associated injuries from these malfunctions prevents the safe use of this equipment at or below this temperature. The Rangemaster or RSO is responsible for monitoring the ambient temperature at all times and must discontinue the use of problematic shooting sports equipment when the environmental conditions warrant. If the available equipment for the shooting range has been removed from service the Rangemaster or RSO must also close the shooting range and securely store all firearms, ammunition, and bows.

In addition to equipment issues, the Rangemaster or RSO must also monitor Scouts, staff and themselves for signs of cold illnesses. Special consideration must be made for the impact of wind chill temperature on a shooting sports activity. The need for shooters to manipulate firearms, ammunition, and bows with bare hands may require the closure of a range.

Extreme Heat

Less strenuous programs will be instituted during weather conditions over 95 degrees with high humidity. In the event of smog alert for the area the camp director, health officer, and program director will decide what activities in camp are to be limited. While the permanent shooting ranges on most LEC properties are shaded, the Rangemaster or RSO must monitor Scouts,

staff, and themselves for signs of heat illness. Adequate supplies of drinking water are especially important during periods of high heat.

Fatality

The Rangemaster or Range Safety Officer in charge of the range at the time of the injury must perform the following:

1. Call for a cease-fire on all ranges.
2. Send a responsible individual to call 911 and notify the camp director, camp ranger, unit leader, and event chairman (as appropriate).
3. Keep onlookers calm. Put another adult in charge to move and keep people out of the area.
4. Fill out the Incident Reporting Tool. Take detailed notes, list witnesses and their contact information, and turn in the event notes to the camp ranger, who will forward the information to the camping director and Scout executive.
5. Close the range involved.
6. Notify the camping director and the Scout executive.
7. Ensure that no disturbance of the victim or surroundings is permitted until police have assumed authority. Designate a responsible adult to take charge of the bystanders.
8. Exercise care that no statements are made either orally or in writing that could be interpreted either as assumption or rejection of responsibility for the accident.
9. Refer any media (press, radio, TV) inquiries to the Scout executive.
10. Assess the appropriateness of reopening ranges away from the scene of the fatality.

Fire

Anyone discovering a fire will proceed to the nearest area with a radio, or contact the camp office by telephone (Beaumont Scout Reservation: 440-563-3319; or Firelands Scout Reservation 440-965-7025), or run as fast as possible to report the location and size of the fire to the camp office. The alarm will be sounded and emergency services notified from the camp office.

In case of a building fire, evacuate the building and move youth to a safe location. Double check the building to ensure everyone is out. Send two runners to the nearest area with a radio, or contact the camp office by telephone (Beaumont Scout Reservation: 440-563-3319; or Firelands Scout Reservation 440-965-7025), or run as fast as possible and report the location and size of the fire to the camp office. The alarm will be sounded and emergency services notified from the camp office.

Leave firefighting to the fire department. Fire extinguishers are in place in buildings to extinguish small fires and, more importantly, to be used if it is necessary to clear the way through flames for someone to escape. Never fight a hot fire with one small extinguisher. Use the extinguisher to ensure everyone gets out safely.

Hazardous Weather

During summer camp and council or district programs, the office staff and/or leadership team will continuously monitor the NOAA weather-radio frequency thru the use of a special receiver equipped with an immediate warning alarm activated by the NWS transmitting office. Staff will also monitor weather situations through the use of the internet. Weather "WATCHES" involving the possibility of dangerous weather developing will be shared with staff members during staff meetings. Weather updates will be communicated to program areas (including shooting ranges) as conditions warrant. Information regarding weather "WARNINGS" (hazardous weather is

imminent or reported in the area) will be promptly disseminated to all program areas if it is safe to do so.

High Winds

The Rangemaster or RSO shall close the shooting range if conditions warrant. Secure all loose gear. Close lids of all garbage receptacles.

Lightning

The Rangemaster or RSO shall close the shooting range upon observing lightning or hearing thunder. The shooting range will remain closed until 30 minutes after the last observed lightning or thunder. Scouts as well as leaders and parents should stay inside a permanent building or enclosed vehicle when possible.

Lost Scout

A potential lost Scout or adult must be reported to the camp office or program team by radio or telephone (Beaumont Scout Reservation: 440-563-3319; or Firelands Scout Reservation 440-965-7025), or by running as fast as possible to the camp office. The camp director or program chief will coordinate the search, assigning searchers as necessary. The Rangemaster or RSO shall close the range and immediately secure all firearms, ammunition, and bows in the event that a camp-wide search or assembly is called.

Major Injury Not Involving Shooting Sports Equipment

The Rangemaster or Range Safety Officer in charge of the range at the time of the injury must perform the following:

1. Call for a cease-fire on any range in close proximity to where the injury took place.
2. Send a responsible individual to call 911 and notify the event director or the camp director and coordinate with them the notification of unit leaders, parents, and other appropriate people.
3. Perform required first-aid. Give priority attention to providing all possible care for the injured.
4. Keep onlookers calm. Put another adult or senior Scout in charge to move and keep people out of the area.
5. Fill out the Incident Reporting Tool. Take detailed notes, list witnesses and their contact information, and turn in the event notes to the ranger, who will forward the information to the camping director.
6. Assess the appropriateness of continuing range operations.

Major Injury Involving Shooting Sports Equipment

The Rangemaster or Range Safety Officer in charge of the range at the time of the injury must perform the following:

1. Call for a cease-fire on the range involved.
2. Send a responsible individual to call 911 and notify the event director or the camp director and coordinate with them the notification of unit leaders, parents, and other appropriate people.
3. Perform the required first-aid. Give priority attention to providing all possible care for the injured.
4. Keep onlookers calm. Put another adult or senior Scout in charge to move and keep people out of the area.

5. Fill out the Incident Reporting Tool. Take detailed notes, list witnesses and their contact information, and turn in the event notes to the camp ranger, who will forward the information to the camp director and the Scout executive.
6. Identify, by some means, the faulty or malfunctioning equipment.
7. Close the range involved.
8. Notify the camping director and the Scout executive.

Minor Injury Not Involving Shooting Sports Equipment

The Rangemaster or Range Safety Officer in charge of the range at the time of the injury must perform the following:

1. Call for a cease-fire on any range in close proximity to where the injury took place.
2. Assess the situation.
3. Send the injured party to the first-aid station (if there is one) together with a buddy and adult supervision. If a first-aid station is not available and the injury is minor, apply first-aid using the range first-aid kit.
4. Notify the event director or the camp director and coordinate with them the notification of unit leaders, parents, and other appropriate people.
5. Fill out the Incident Reporting Tool.
6. Continue range operations unless the likely cause of the injury might compromise range safety.

Minor Injury Involving Shooting Sports Equipment

The Rangemaster or Range Safety Officer in charge of the range at the time of the injury must perform the following:

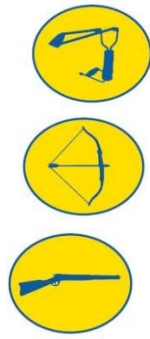
1. Call for a cease-fire on the range involved.
2. Assess the situation.
3. Send the injured party to the first-aid station (if there is one) together with a buddy and adult supervision. If a first-aid station is not available and the injury is minor, apply first-aid using the range first-aid kit.
4. Notify the event director or the camp director and coordinate with them the notification of unit leaders, parents, and other appropriate people.
5. Fill out the Incident Reporting Tool. Take detailed notes, list witnesses and their contact information, and turn in the event notes to the ranger, who will forward the information to the camping director.
6. Remove the faulty equipment until it can be properly repaired.
7. Assess the appropriateness of continuing range operations.

Tornado

In the event that a tornado warning is issued for the county in which the range is located, the Rangemaster or RSO shall immediately close the shooting range and secure all firearms, ammunition, and bows. If a tornado is sighted or reported within the county in which the range is located or is moving into the county, the warning will be signaled across the reservation with a continuous siren. All campers and staff should assume the position of being on their knees, head between their knees with their hands over their heads or lay flat, face down in the nearest possible ditch or low-lying area with hands locked behind head. If at all possible cover yourself with a sleeping bag, blanket, or tarp.

Earthquake

In the event of a major earthquake with local damage the Rangemaster or RSO must immediately close the shooting range and secure all firearms, ammunition, and bows. All Scouts and leaders will report to the area of their lodge or campsite. Adult leaders in sites should send a pair of runners to the camp office to report condition of campers and verify all Scouts and leaders are in site and to report any damage to your campsite or lodge.



Lake Erie Council Shooting Sports

Appendix B: Incident Reporting Tool

Appendix B: Incident Reporting Tool

Incident Reporting Tool

(Events or allegations of injury, illness, or property damage, including employment and directors and officer's issues)

General Incident Details

**Required Fields*

*Incident Date: _____ Incident Time (in 24-hour format): _____

*Report Date: _____

Date Reported to Council/BSA Location: _____

Reported by Name: _____

Reported by Primary Phone: _____ Reported by Secondary Phone: _____

Reported by Email: _____

Reported by Address: _____

Reported by City: _____ Reported by State: _____ Reported by Zip Code: _____

*Council/BSA Location: _____ *Location of Incident: _____

Specific area where incident occurred: _____

Incident Address: _____

Incident City: _____ *Incident State: _____ Incident Zip Code: _____

*Description of Incident (clear/concise/complete facts):

Was an Agency or Authority Notified? Yes No Whom: _____

Injury/Illness/Damage Information

*Claimant Name: _____

Claimant Address: _____

Claimant City: _____ *Claimant State: _____ Claimant Zip Code: _____

Claimant Primary Phone: _____ Claimant Secondary Phone: _____

Claimant Email: _____

Claimant Date of Birth: _____ Age of Claimant: _____

General Classification (Cub Scout/Registered Leader/etc.): _____

Chartered Organization: _____

Property Damage? Yes No Describe: _____

Adventure/Program/Event: _____

Cause/Nature/Injury Detail: _____

Severity Rating: Catastrophic-I Critical-II Marginal-III Negligible-IV Unknown

If medical treatment was provided, please describe: _____

If transported by air/ambulance, please describe: _____

*Are Accident and Sickness forms provided or filed? Yes No Unknown

If certificate of insurance has been provided, please describe: _____

If there is/was a contract for this event, please describe: _____

Did the event occur while transporting to/from activity? Yes No Unknown

Vehicle Involved (Duplicate if needed)

*Owner of vehicle: _____ VIN: _____

License State: _____ Vehicle make/model/year: _____

Description of Vehicle Damage: _____

Weather Conditions: _____

Driver Name: _____

Driver Address: _____

Driver City: _____ Driver State: _____ Driver Zip Code: _____

Driver Phone: _____ Driver Email: _____

Witnesses (Duplicate if needed)

*Witness Name: _____

Witness Address: _____

Witness Email: _____ Witness Primary Phone: _____

Witness Secondary Phone: _____

Witness Type: Adult Youth Unknown

*Witness Name: _____

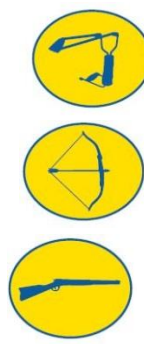
Witness Address: _____

Witness Email: _____ Witness Primary Phone: _____

Witness Secondary Phone: _____

Attachments such as photos, statements, and this incident report form can be added during online entry and are helpful.

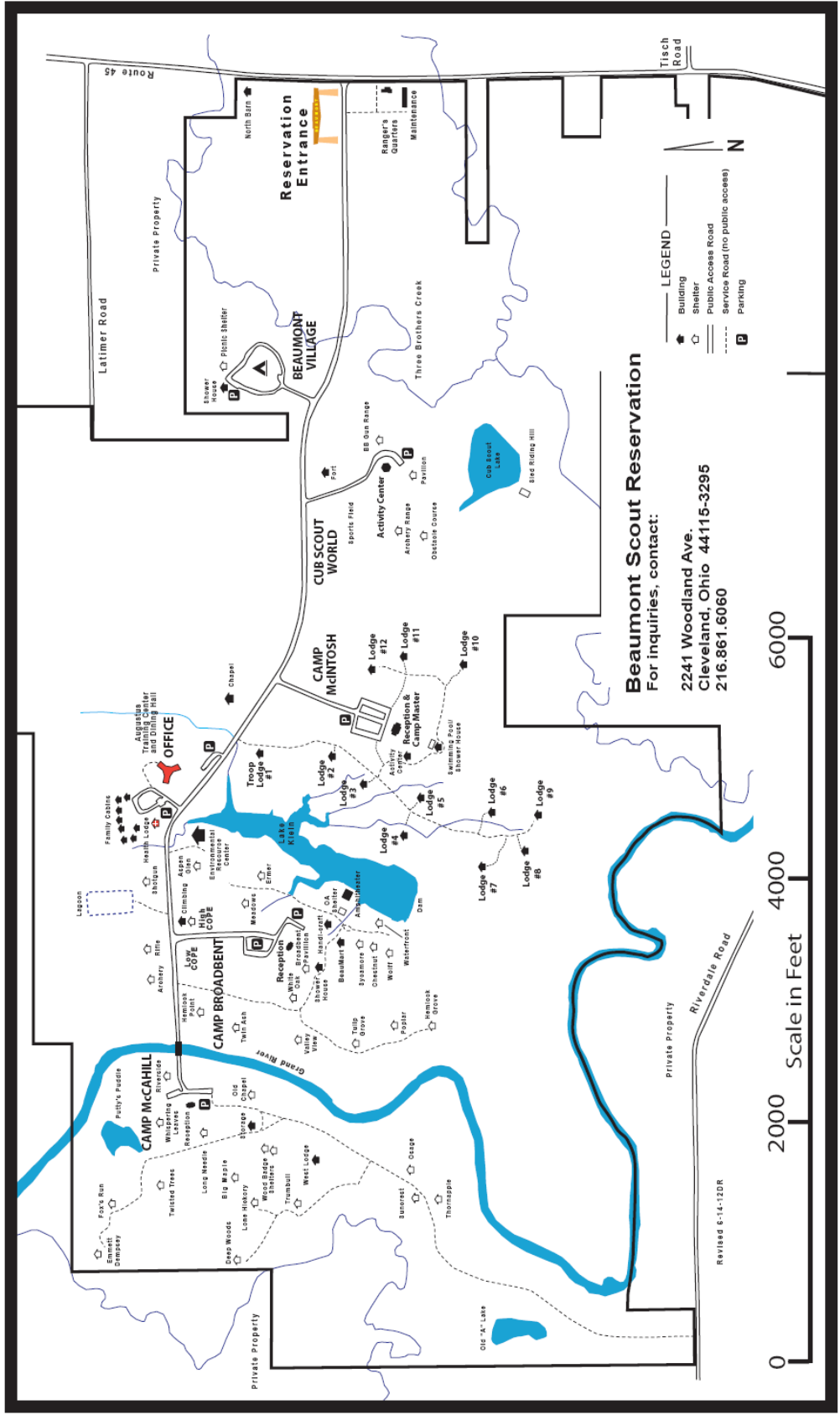
Return this completed form to your council's designated user for entry, or upload into Riskconnect.



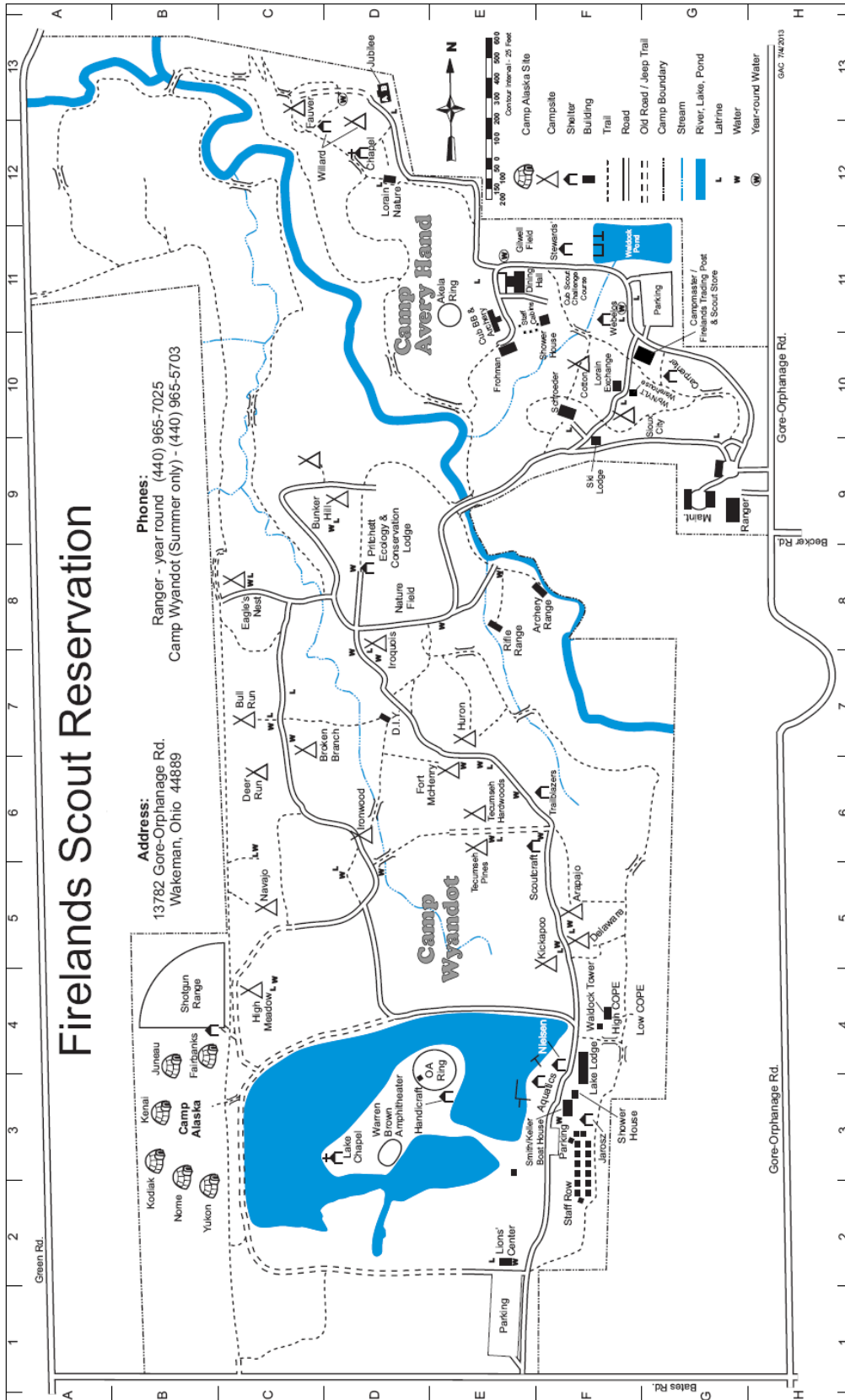
Lake Erie Council Shooting Sports

Appendix C: Maps of LEC Properties Beaumont Scout Reservation and Firelands Scout Reservation

Appendix C1: Map of Beaumont Scout Reservation



Appendix C2: Map of Firelands Scout Reservation





Lake Erie Council Shooting Sports

Appendix D:

Directions to University Hospital
Geneva Medical Center (Beaumont
Scout); and Allen Memorial Hospital
(Firelands Scout Reservation)

Appendix D1: Directions to University Hospital Geneva Medical Center from Beaumont Scout Reservation.

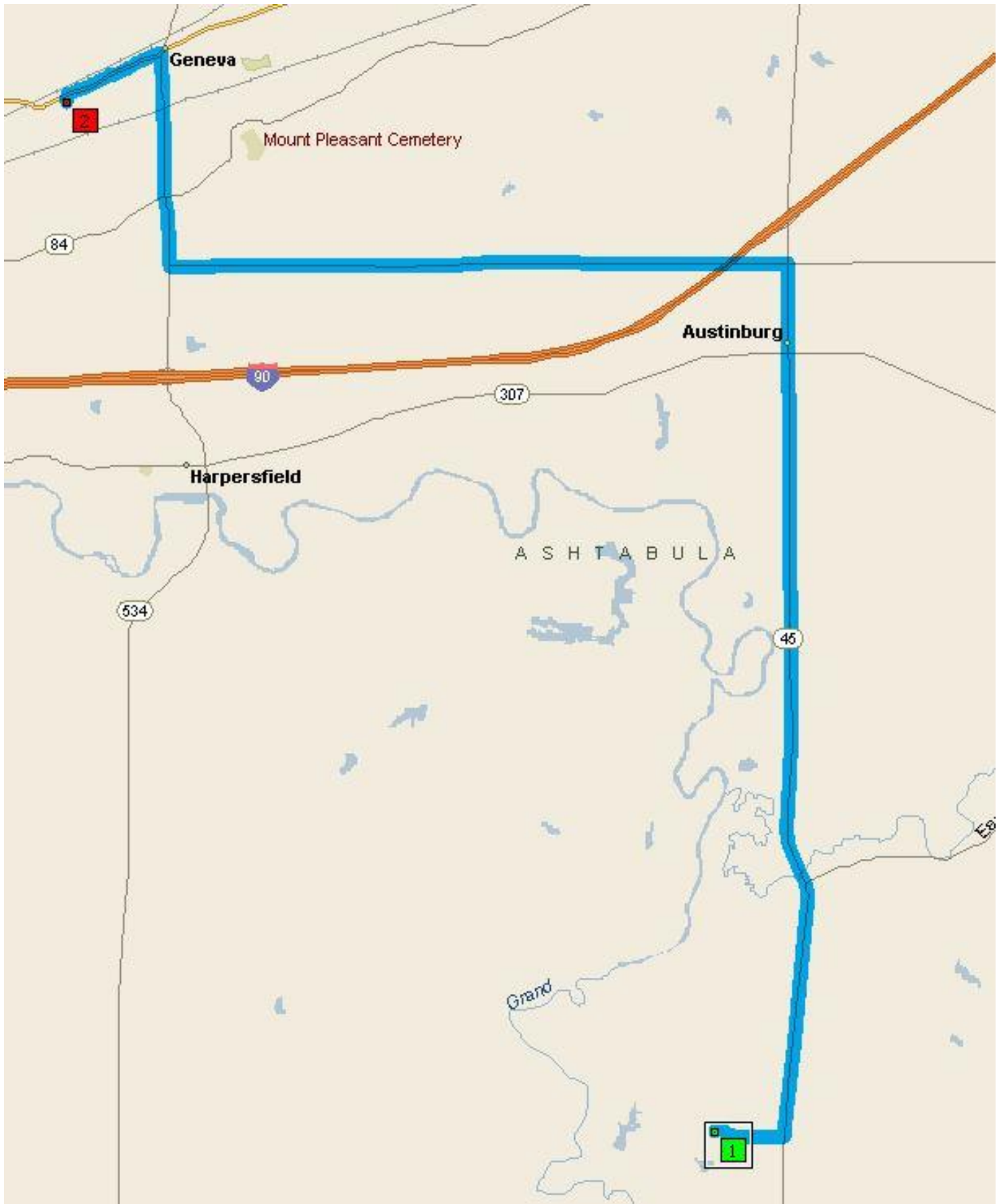
The preferred mechanism for evacuation of anyone injured at Beaumont Scout Reservation is by established emergency management services. However, in order to allow for unforeseen contingencies, the following driving directions to the nearest emergency center are provided.

The University Hospital Geneva Medical Center is located at 870 Main Street, Geneva, Ohio 44041. Their phone number is 440-466-1141. This facility offers emergency services that include trauma and pediatric care.

14.5 miles (20 minutes)

Mile	Instruction	For
	Depart Beaumont Scout Reservation, on Local road(s) (North)	
	Turn LEFT (North) onto SR-45 [Center Rd S]	7.3 mi
7.3	Turn LEFT (West) onto Clay St [CR-16]	4.7 mi
12.0	Turn RIGHT (North) onto SR-534 [S Broadway]	1.6 mi
13.7	Turn LEFT (West) onto US-20 [W Main St]	0.8 mi
14.5	Turn LEFT (South) onto Local road(s)	65 yds
14.5	Arrive UH Geneva Medical Center	

A map appears on the following page.



Appendix D2: Directions to Mercy Allen Hospital from Firelands Scout Reservation.

The preferred mechanism for evacuation of anyone injured at Firelands Scout Reservation is by established emergency management services. However, in order to allow for unforeseen contingencies, the following driving directions to the nearest emergency center are provided.

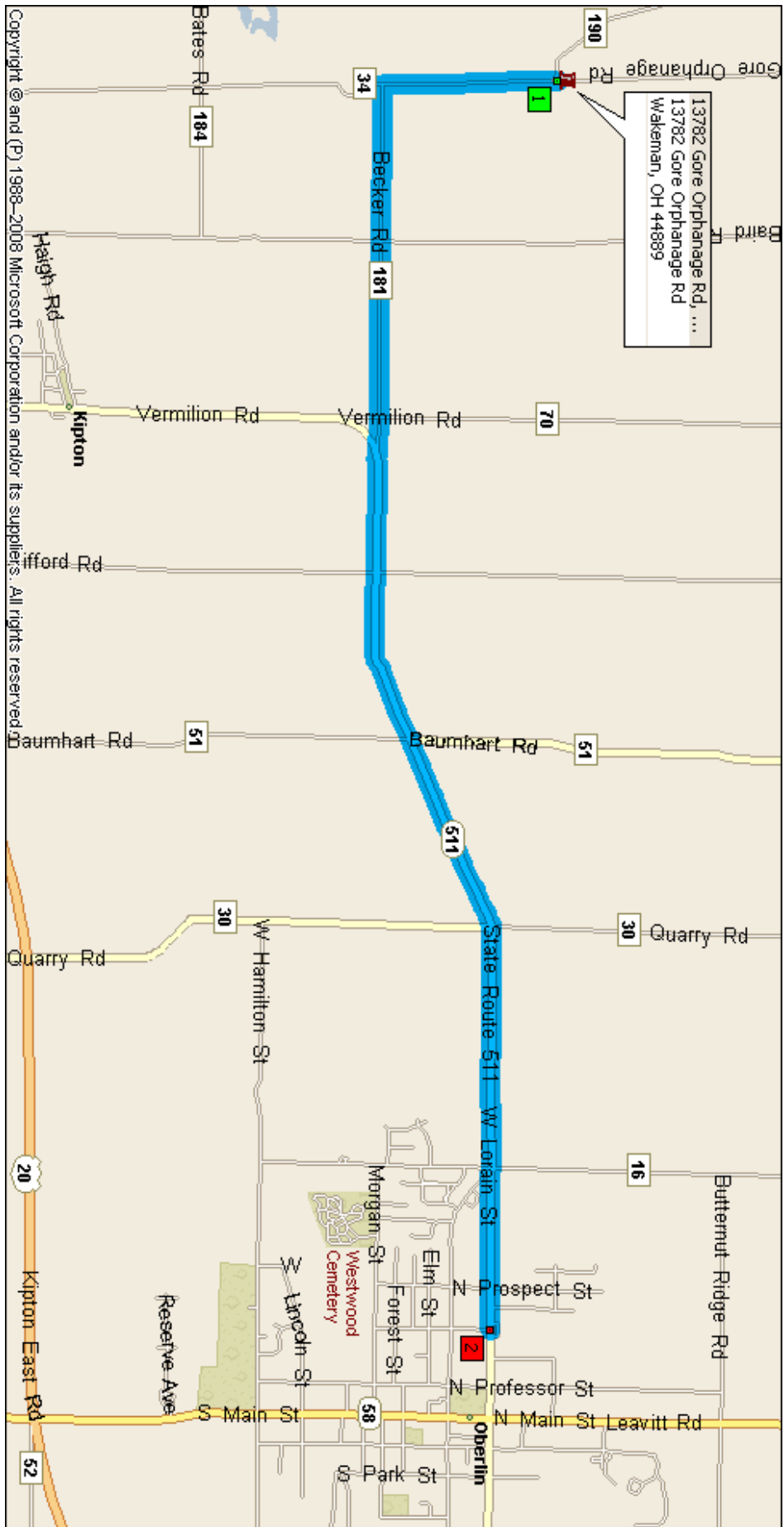
The Mercy Allen Hospital is located at 200 West Lorain Street, Lorain, Ohio 44074. Their phone number is 440-775-1211. This facility offers emergency services that include trauma and pediatric care.

Mile	Instruction	For
0.0	Depart 13782 Gore Orphanage Rd, Wakeman, OH 44889 [13782 Gore Orphanage Rd, Wakeman, OH 44889] on CR-34 [Gore Orphanage Rd] (South)	0.8 mi
0.8	Turn LEFT (East) onto CR-181 [Becker Rd]	1.6 mi
2.4	Bear LEFT (East) onto SR-511	3.2 mi
5.6	Keep STRAIGHT onto SR-511 [W Lorain St]	0.7 mi
6.3	Arrive Mercy Allen Hospital	

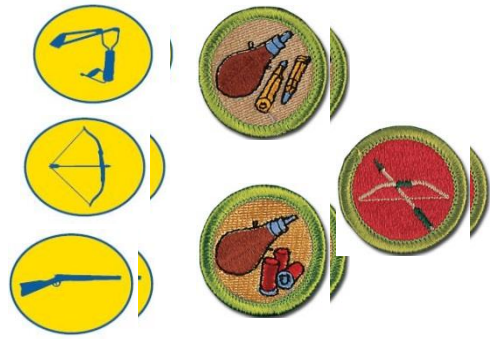
SUMMARY

Driving distance: 6.3 miles

Trip duration: 7 minutes



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Lake Erie Council Shooting Sports

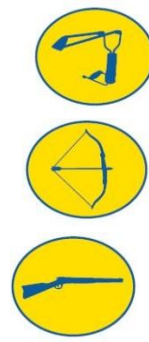
Appendix E: Lessons Learned

Appendix E: Lessons Learned

The following bits and pieces have been learned over the past several years on the LEC Shooting Ranges.

- Parents WILL go downrange during firing to take pictures. Keep an eye out for them.
- Always wear your “eyes” and “ears”.
- Scouts BSA assistants are worth their weight in gold; be sure to give them a chance to shoot if you can.
- Parents and adult Scout leaders can be a help and a hindrance.
- Sometimes, it’s more important that a Scout struggle as they learn and achieve.
- A tight grouping is more important than a single bulls-eye.
- You may help a Scout start a lifelong shooting sports hobby or turn them off to Scouting.
- Consider the size of the gun and the size of the shooter or the size and pull weight of the bow and the size and build of the archer.
- Do not use the “W” word on the range. Scouts use air guns, bows or firearms, NOT “weapons”. This can be a challenge for those having a military or law enforcement background who have been conditioned for years to always use the “W” word.
- Target selection can be an opportunity to introduce an element of creativity or fun into the program; however, only inanimate targets can be used. Do not use human targets or silhouettes. Animal silhouettes appropriate for hunting practice may but used as part of the Scouts BSA, Varsity Scout, Venturer, and Sea Scout program levels.
- Zombies are people too (the use of zombies as targets is specifically prohibited in the 2015 BSA Shooting Sports Manual at all program levels).
- Air guns shoot BBs or pellets, not bullets.
- Almost every Scout who has never shot before “knows” that he or she is an expert. Some have hours of shooting “experience” using first-person video games. Sometimes their experience with actual shooting may not quite be the same.
- Shooting is a skill and, like any skill, it requires practice to master. The more a Scout shoots, the better his/her results.
- When coaching a shooter who is not having success hitting the target, do NOT take the gun and show him/her that YOU can hit the target using the same gun; rather, a better way is to work with him on the fundamentals to help him/her succeed.
- First-time shooters of all ages tend to be afraid of the over-imagined recoil from a gun, even a BB Air Rifle. Be cautious that you are not setting up an unnecessary stumbling block for a future rifle or shotgun shooter by allowing exaggerated tales of recoil or kick. Some parents are the worst transgressors in this category.
- Compared to a personally owned gun, the guns used on a Scout range (BB, rifle, shotgun, etc.) shoot a “lifetime” of rounds in a single season.
- It’s a good idea to run the safety glasses through a dishwasher after a day’s use – especially after a hot and humid day.
- The main job of the Rangemaster or RSO is to watch 8 muzzles/bows to make sure that they are pointed in a safe direction. A Scout is courteous, but sometimes, you may need to keep your attention on the shooters rather than answering a parent’s question about lunchtime.
- Your Rangemaster/RSO persona needs to be a dash of R. Lee Ermey and a teaspoon of Mr. Rogers. You don’t want to frighten the Tigers, but you do need to command the respect of the senior Scouts.

It’s YOUR RANGE; YOU are in charge.



Lake Erie Council Shooting Sports

Appendix F: Important Phone Numbers

Appendix F: Important Phone Numbers

The following phone numbers may be useful.

Camp	Name	Phone	Notes
Beaumont Scout Reservation	Beaumont Scout Reservation Camp Office	440-563-3319 (voice) 440-563-3300 (fax)	
	Bear Roloff	440-563-3153 (mobile)	Beaumont Scout Reservation Camp Ranger
	Beaumont Camp Host	440-563-5710	Emergency Use Only
	Rock Creek Fire Department	440-563-3333	Non-Emergency
	Ashtabula Sheriff's Department	440-576-9046	Non-Emergency
	Ohio State Highway Patrol Ashtabula Post	440-969-1155	Non-Emergency
	University Hospital Geneva Medical Center	440-466-1141	Non-Emergency
Firelands Scout Reservation	Firelands Scout Reservation Camp Host	440-965-7025	13782 Gore Orphanage Road Wakeman OH 44889
	Danny Thomas	419-522-8300 (office) 440-965-7025 (home) 440-669-0440 (mobile)	Firelands Scout Reservation Camp Ranger
	Firelands Trading Post	440-965-7054 (voice) 440-965-7055 (fax)	13782 Gore Orphanage Road Wakeman OH 44889
	Florence Township Fire Department	440-965-5100	Non-Emergency

Firelands Scout Reservation (Continued)	Erie Sheriff's Department	419-625-7951	Non-Emergency
	Huron County Sheriff's Department	419-663-2828	Non-Emergency
	Lorain County Sheriff's Department	440-329-3709	Non-Emergency
	Mercy Allen Hospital	440-775-1211	Non-Emergency
	Lorain Median Rural Electric	800-222-5673	Power Outage
	Camp Avery Hand Kitchen	440-965-7025	

Marc Ryan	216-458-8910 (office) 516-372-7488 (mobile)	Lake Erie Council Scout Executive
Carl Boyles	216-458-8921 (office) 440-563-3153 (mobile) 216-314-4061 (mobile)	Lake Erie Council Director of Support Services
Phil Williams	216-458-8932 (office) 440-567-1997 (mobile)	Lake Erie Council Camp Program Director
Bill Roloff	218-235-3725 (mobile) 440-563-5710 (McIntosh)	Property Superintendent
Lake Erie Council Cleveland Scout Shop	(216) 274-0814 (voice) (216) 274-0816 (Fax)	2241 Woodland Ave Cleveland, OH 44115
Lake Erie Council, BSA	216-861-6060 (voice) 216-861-3431 (fax)	2241 Woodland Ave Cleveland, OH 44115