

OURC CODE OF PRACTICE 2016

This Code of Practice aims to provide a guide for the safe conduct of shooting within the confines of Oxford University Rifle Club activities and to give guidance on other operating procedures of the club. It should be read in conjunction with the constitution and code of conduct, to give a fuller picture of the club activities. It exists, primarily, for members' safety, and as such, failure to comply with the regulations may result in dismissal from the firing point, or in severe cases, expulsion from the club.

Club Membership

Full details of membership eligibility, application procedure and types of membership are set out in section 6 of the constitution. Details of how to become a member are summarised in the membership section of the club website <http://www.ourc.org.uk/join.html>

Club Committee

The club committee is responsible for running the club. Full details of how the committee operates are set out in section 7 of the constitution.

Committee members should ensure that they are aware of the legislation currently affecting the sport and of their own responsibilities set out in section 11 of the constitution.

Club Activities

During Michaelmas and Hilary terms the club shoots smallbore. During Trinity term the club shoots fullbore, both target rifle and match rifle. More information on this can be found in the "about OURC" section of the club website <http://www.ourc.org.uk/about.html>

Training takes place at the Summer Fields School Range in Summertown (directions see website). The range may only be run by the range officers designated by Summer Fields School and the OURC committee.

Members may attend training sessions at their leisure but are reminded that team selection will be based on current form, and as such, members who do not attend training sessions will not be selected for teams. Members must fulfil any obligations with regard to postal competitions; it is a big disappointment when a team is let down by one of its members.

The club also holds a number of social events for the members. The annual dinner should be the social secretary's main priority. It is vital that the club maintain good links with old members; their input into the club has the potential to be extremely beneficial. Members should behave appropriately on all club social occasions and should not engage in any activities that would put the club into disrepute.

Club Affiliation

The Club is affiliated to the following organisations:

The National Rifle Association (membership number: 677)

The National Smallbore Rifle Association (membership number: 4289)

These organisations provide the club with insurance for all of its shooting activities. Documents detailing the cover provided can be found on the NRA and NSRA websites and on the OURC website. The policy documents should be held by the secretary.

The Club also affiliates to the following clubs on Bisley Camp. In return we get use of their facilities.

The London and Middlesex Rifle Association

RAF Rifle Club

Fullbore members pay a subscription of £7.50 per year The English VIII Club.

Safety Regulations

NRA/National Shooting Centre range regulations must be followed at all times on Bisley camp and should be followed as much as possible in the Summer Fields School Range. These can be found at:

<http://www.nra.org.uk/common/asp/general/downloads.asp?site=NRA&category=All>

Below are some general guidelines that should be kept in mind at all times.

- At all times when on the Range, and at any time regarding rifles and ammunition, obey the Range Officer.
- Only members authorised by the Facilities Manager of the Iffley Road Sports Complex may enter the armoury.
- When moving a rifle, the bolt must be opened immediately and a breech flag inserted.
- Before handing a rifle to another person, the bolt must be opened and the breech shown to be clear. Likewise, a rifle should never be accepted unless this has been done.
- Never point a rifle at anyone even when it is clearly unloaded.
- Never load a rifle and prepare to fire until the Range Officer has given permission to do so.
- Before commencing fire, one must ensure they are aware of the positions of those around them, whether included in the shooting detail or not.
- It is the responsibility of the individual to ensure that they are wearing ear defenders when on the firing point, whether or not they themselves are shooting.
- When told to stop shooting by the Range Officer, cease fire immediately, open the bolt and unload.

- Once firing has been completed, open the bolt and insert a breech flag to indicate that the weapon is clear. Do not sit up or leave the firing point until permission is given to do so by the Range Officer.
- Never leave a rifle unless the bolt has been opened and a breech flag inserted.
- Never leave a rifle resting on its bolt.
- **Do not** remove rifles from the firing point until the Range Officer has confirmed that they are clear and has given permission to do so.
- If the rifle fails to operate normally:
 - Keep the rifle pointing down the range.
 - Attract the attention of the Range Officer by raising a hand.
 - **Do not** open the bolt.
 - **Do not** sit up or remove the rifle from the firing point.

(Note: When shooting outdoors care must be taken to ensure that the barrel remains free of obstructions such as mud).

- At the end of the detail, remove all empty cases from the firing point and put them in the bins provided.
- **Do not** enter a firing point when a detail is in progress.
- **Do not** leave a firing point when a detail is in progress.
- **Do not** go beyond the firing point until permission has been granted by the Range Officer.
- Club members not listed on the FAC must not remove ammunition or weapons from the Range as this is a ***criminal offence***.

Range Register

It is a requirement of the police that anyone entering a firing range must sign the Range Register. If shooting, the model and serial number of the rifles used must be listed. If not shooting then the abbreviation DNS must be clearly printed. The range officer must ensure that everybody signs the register. As an added precaution the club secretary must keep a record of each member's attendance.

Club Equipment

All equipment required for shooting is owned by the club and held in the Iffley road sports complex armoury, the English VIII clubhouse (on Bisley Camp) and the RAF clubhouse (on Bisley Camp).

Members buy their own ammunition in boxes of 50 rounds from the club. This is stored with the club ammunition in the appropriate armoury (Rover (Cowley) Rifle Club Armoury for 0.22 and the RAFSAA armoury for 7.62).

First Aid

The first aid kit is located at the rear of the Summer Fields School Range above the chest of drawers. The safety officer is responsible for ensuring that club members know its location and that it contains all of the necessary equipment.

All incidents must be reported to the safety officer who will log them in the safety book.

In the event of an emergency, all firing must cease and the instructions of the range officer are to be obeyed. The telephone in the range can be used to phone the reception or the emergency services.

Varsity Matches

There are 3 varsity matches each year. The smallbore varsity match, to be held in Hilary term is the Heslop. The fullbore varsity matches to be held during the imperial meeting are the Humphrey and the Chancellors.

In addition there should be a ladies smallbore match against Cambridge, The Bentata, and a "B team" match for those who don't shoot in the Heslop, The Kensington, a three position (3P) match, The Lerman, and a black powder match, The Rhodes Cup.

The Heslop: The format of the match is as follows: team of VIII, 25 yards, 2 "tenbull" targets per firer. The match details should be agreed between the president of OURC and the captain of CUSBC. The Kensington match should follow the same format but need not be shot on the same day.

The Humphrey: The match rifle varsity match held on the first Thursday of the NRA Imperial meeting. The format and details of the match are set out by the NRA in the "Bisley Bible" and have been agreed by the blues committee.

The Chancellors: The target rifle varsity match held on the second Friday of the NRA Imperial meeting. The format and details of the match are set out by the NRA in the "Bisley Bible" and have been agreed by the blues committee.

Blues Criteria

The awarding of blues is at the president's discretion. The criteria below are a guide agreed with the men's and women's blues committee.

Half Blue:

A member can gain a half blue by:

- 1) Scoring above 190 in the Heslop.
- 2) A Half-Blue may be awarded for individual performance when shooting in the Humphry match at the Captain's discretion, and (if necessary) with the advice of any external coaches.
- 3) Scoring above 140 in the Chancellors.
- 3) Scoring above 190 in the Bentata

Full Blue:

Two out of the following four criteria must be met in the same academic year:

A score of 195 or above in the Heslop

A score of 145 or above in the Chancellors

A score of 218 or above in the Humphrey

Shooting for Great Britain at national or junior international (U25) level

Other Matches

BUCS competitions, postal and “shoulder to shoulder”, for smallbore are entered and should be organised by the secretary.

Shoulder to shoulder matches against other universities are very good practice for the varsity matches and all those selected should do their best to attend.

During Trinity term, fullbore matches are held at Bisley on the first four weekends of term.

Easter Bisley

Easter Bisley is held during 9th and 10th week of Hilary term. All members who wish to shoot fullbore during the summer term and long vacation should attend. New members are introduced to fullbore, it provides good training for the more experienced members and is invaluable team practice.

Imperial Meeting

The imperial meeting is two weeks of competitions in target rifle and match rifle held at Bisley during July. The varsity matches are held during the meeting and so fullbore club members are expected to attend.

Thames Valley Police (TVP)

The police liaison officer and FAC holder are responsible for dealing with (TVP). TVP must be informed of any guest days organised by the club and must be kept up to date with the current membership list.

shaun.flemming@sport.ox.ac.uk and david.white@sport.ox.ac.uk should be informed if TVP wish to come and inspect the armoury.

Endsleigh Personal Accident Insurance

In addition to insurance taken out by the Sports Department also take out a Personal Accident Policy for Students involved in club activities. Policy information can be found at:

www.sport.ox.ac.uk/studentsport/safety/insurance/

Email: bucs@sport.ox.ac.uk for further information about the scheme or to initiate a claim.

Club Trips

Club trips should be organized in accordance with guidelines set out in the code of conduct. Online trip registration forms must be filled out.

Dealing with Accidents

In the event of an emergency incident, requiring the call out of any emergency service (police, ambulance, fire service, mountain rescue, coastguard) please ensure the following University departments/personnel are contacted as soon as possible (in the following order):

1. **Oxford University Security Services – 01865 28999.** (They can contact Colleges, Media Office, relevant University personnel).

2. **Sports Safety Officer – David White – 07866 366855**

No response from either of the above parties then phone the Sports Department reception number on 01865 240476. **THIS NUMBER IS NOT 24 HOURS AND SHOULD ONLY BE USED IF NEITHER OF THE ABOVE CONTACTS HAS ANSWERED.**

Please remember to complete an Incident Report Form. Email david.white@sport.ox.ac.uk or see www.sport.ox.ac.uk. The form is to be sent to David White, Sports Safety Officer as a matter of urgency.