



SYDENHAM SPORTSMEN'S ASSOCIATION

SHOOTING RANGES

OPERATIONS MANUAL

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OBJECTIVES

1. To promote all shooting sports as a valuable outdoor recreational activity.
2. To provide SSA members and guests with optimum shooting opportunities on shooting ranges that meet or exceed all Provincial and Federal shooting range safety and operational standards.
3. **Special Note:** During the pandemic, the current Covid Safety Plan must be followed in addition to the safety regulations contained in this Manual.

SHOOTING RANGE FACILITIES

The Sydenham Sportsmen's Association (SSA) has Archery, Handgun, Rifle, Trap, Skeet and Sporting Clays shooting range facilities, all of which are of superb quality. Each of these shooting sports has its own safety rules and standards, which are necessary for the safe and efficient operation of the shooting ranges. It is extremely important that all members using these facilities not only read these safety rules, which are posted at each shooting range, but ensure that they are followed. Members are also responsible for ensuring that their guests also follow the safety rules.

Hours Of Operation

The S.S.A. shooting range facilities are open for use as follows:

- ARCHERY – Sunrise to Sunset 7 days a week
- HANDGUN (Range # 1) – Sunrise to Sunset Mon to Sat. and Sun. 1pm to Sunset.
- 25 YARD RIMFIRE RIFLE, CBA, & IDPA (Range #2) Sunrise to Sunset Mon. to Sat. and Sun. 1pm to Sunset.
- 25/50/100 YARD (Range #3) – Sunrise to Sunset Mon. to Sat. and Sun. 1pm to Sunset.
Qualified Range Officer required while range is open.
- TRAP, SKEET and SPORTING CLAYS – as scheduled for the season. (Supervised shooting only)

Shooting Ranges Gate Procedure

The process for the operation of the **ENTRANCE** gates to the shooting ranges is as follows:

A. TO USE THE SHOOTING RANGES

1. Open main entrance and range entrance gates and leave in open position.
2. Flip sign down to show "DANGER SHOOTING RANGE IN USE" (Red & white side).

B. WHEN LEAVING SHOOTING RANGE

1. If you are the last one out of your range area (ensure you check that no one else is still there), then close and lock the entrance gate for that range area, and flip the sign back up to show "SHOOTING RANGE NOT IN USE" (green and white side).

2. If you are the last one leaving the entire property, please close and lock the **MAIN** gate.

C. OTHER

1. If entering range areas via road for non-shooting activities (i.e. work party, going to river, etc.), open locked gate and leave in open position. It is not necessary to flip down the sign “DANGER SHOOTING RANGE IN USE” if no shooting activities are in process or planned. Close and lock gate if last one to leave.

SHOOTING RANGE SAFETY STANDARDS AND RULES

GENERAL STANDARDS AND PROFICIENCY RECORDS

Special note for new members: - All new members planning on using these shooting facilities are required to complete an official Orientation Tour of the SSA ranges and acknowledge having read and agreed to abide by the Range Operating Manual. These orientations will happen on specific days during the year, and once completed the member will be required to sign the acknowledgement form (at the back of this manual) and will receive a sticker on the back of their membership card to signify they have completed this process.

Any member who wants to use restricted or prohibited 12(6) or 12 (7) classes of **handguns** on the Handgun, .22 Rimfire/CBA, or 100-yard ranges must also take the SSA Club Level Safety Course after the Orientation Tour, and successfully pass the written, practical tests, and proficiency record. (Exemption forms are available for individuals with prior experience/training for CLSC and Holster training which will be reviewed by the Range Committee). The member will receive a sticker on the back of their membership card to signify they have successfully completed this process.

Any member who wishes to use a Handgun from a holster must also have successfully completed the SSA Holster Training Course and received the related validation sticker for their membership card.

Any member who wishes to use the 100 yard range from the fixed firing line (the 100-yard bench position only) must successfully complete the 100-yard range user’s course and display the related 100-yard range validation sticker on their membership card.

RANGE OFFICER (RO): During any shooting activity, one person shall be designated as Range Officer and shall be responsible for the safe conduct of the activity, ensuring that all range rules are followed by all active shooters on the range at that time. This person must be a member of SSA and should be licensed to possess the classes of firearms being used for the activity, and should have some experience in the activity. A **Club Approved Range Safety Officer (RSO)** is required when shooting activities are being conducted down Range of the

100 yd Range Fixed Firing Line.

MEMBERSHIP CARDS: All SSA members must wear their SSA Membership cards while on SSA property. Members may ask to see the cards of anyone not displaying them.

BUDDY SYSTEM: Sydenham Sportsmen's Association supports and recommends that two (adult) persons be present when shooting.

CHAMBER FLAGS: Sydenham Sportsmen's Association supports and encourages the use of chamber flags on all appropriate firearms.

DONATIONS BOX: There are donation boxes on some ranges. Members are encouraged to make a reasonable contribution every time you use the range, to help cover the costs of replacing target backers, frames, posts and signage, and for other upkeep. Guests of members are **Required** to make a \$5 donation each time they visit and use the range.

NO SMOKING: Member and Guests are not allowed to smoke or vape in any of the club's buildings or range structures on SSA property.

AMMUNITION, DUDS, EMPTY CASES AND HULLS:

It is the responsibility of the member to ensure that the ammunition they use is safe and correct for their shooting activity. It is also the responsibility of the member to deal with any mis-fired ammunition (duds) they may have by removing them from the range for proper disposal. Most members who reload take the desirable brass and hulls; the rest can go in the provided containers. Empty brass and hulls can be salvaged by members who can utilize these items. **No live ammunition including duds** may be placed in the containers for spent cartridges or hulls.

INFRACTIONS/INCIDENTS:

Infractions: Members should report any infractions of the rules to either of the Range Committee Co-Chairs. Violations of Range Operation Rules are serious, and can cause the Ranges to be shut down by the Chief Firearms Office. It is in the best interests of all members of SSA to ensure that all users comply fully with the Range Rules. These violations must be reported on the SSA OCCURANCE SHEET which is found in the sign in books at every range and sent to the Range Co-Chairs within a 24-hour period.

Incidents/personal injury: Members must report any personal injuries that have occurred on the ranges to the Range Committee Co-Chairs **immediately** and follow the **911 emergency assistance protocol** listed on page 18 if necessary. These incidents must be documented by the Co-chairs on the **Shooting Range – Personal Injury Report** and forwarded to the CFO'S office within a 24-hour period.

DIRECT AND IMMEDIATE SUPERVISION IN THE USE OF FIREARMS:

Physically present and in close contact with the shooter to respond or react quickly to a potential safety issue or problem. This also means that the shooter and supervisor will have only one firearm on the firing line at a time. This type of supervision is required for any shooters who do not have a PAL or RPAL for the class of firearm being used, and for shooters who are not deemed minimally proficient by the host or RO.

GUESTS: All members **must** ensure that any guest they bring to the ranges are **not prohibited** from possessing firearms and make sure your guest is aware of all the safety rules and commands that are posted.

As of July 1st,2015 there is a charge of \$5.00 per visit for any guest over the age of 16 on all ranges except for the shotgun ranges. Children 16 years old or younger are free. (The shotgun sports already have a guest fee included in the charges for those ranges.).

RANGE RENTALS: Agencies renting the facilities for training purposes must submit their course of fire plan for approval.

SSA Individual Sign-In Procedure

1. All shooters must sign in every time you shoot on any of the ranges be it Handgun, .22 Rimfire Rifle / Cowboy Action (CAS), 100 Yard (High Power), Sporting Clays, Trap or Skeet. Logbooks are kept at each range (in locked boxes ranges #1,2, &3) for this purpose. If you use more than one range on a given day you must sign in at each range, you use.
2. Regular Members will record the Date, Time, your SSA Membership Number, and initials only (do not record your name).
3. When a guest arrives with a sponsoring member, the RSO will check the Waiver binder to see if they already have completed and signed one. If not, fill out a waiver, witnessed by the RSO (or sponsor, if these procedures and forms are to be used at ranges not requiring a formal RSO), record the date of this first visit, and file alphabetically by last name. If they already have signed a Waiver, check to see that they have not used up all allowed non-invitational visits. If not add the date of the current visit.
The current sponsoring member will enter their info in the Sign-In log. The guest or guests of the sponsor will then enter their info in the Sign-In log. **NB** under SSA# they will enter the SSA# of their current sponsor, under "initials" they will write "GUEST", and their full name will go under. A member may sponsor a maximum of 2 guests per visit. Guest waivers are good for one calendar year, per range. **NB** a guest will have a signed Waver at each Range visited in a given year, to avoid having to go to a different range to update any existing Waiver. This effectively means that a Guest may attend up to 3 times per year per Range, however, it requires a Guest to fill out a Waiver at each range they visit, even if it is on the same day.
4. Be sure all guests have been advised of the safety rules and range commands. Range safety rules and commands are posted, and appear in the back of the Guest sign in book.

SAFETY STANDARDS

For Ranges: Handgun, Rimfire, 100-Yard, Trap/Skeet, Sporting Clays.

1. A steel lockable barrier has been installed to control the ONLY VEHICLE ACCESS to the Handgun, Rimfire Rifle, 100-Yard, Trap/Skeet & Sporting Clays shooting ranges. These barriers must be closed on any active range. (i.e., when shooting is taking place.)

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

The only exception is for carts when CBA are on Rim Fire or 100yd ranges and shooting is not from fixed firing line.

2. A billboard type red warning sign indicating DANGER SHOOTING RANGE IN USE has been installed at the only shooter/spectator POINT OF ENTRY (top of the hill) to the handgun, rifle, trap/skeet & sporting clay shooting ranges.
3. Red flags are located at each shooting range to indicate when each is in use or safe. The red flag must be raised before any shooting commences and lowered when shooting is finished and the range vacated.
4. The safety rules of each of the shooting ranges are clearly posted at each of the shooting ranges as well as on the club bulletin board. Each new member of the S.S.A. is instructed to read a copy of the Shooting Ranges Operation Manual which is posted on our web-site and posted at the ranges and in the Club House. They are also advised to print a copy and keep it on file for future use. If they cannot do this a copy will be provided. The Range Officer for each shooting discipline shall ensure that first-time shooters are informed of all safety rules in effect before the appropriate range use.
5. When the Skeet range is in operation, the road to the boat launch and storage field must be closed, a Gate barrier must be placed across the roadway beside the Skeet Range, and the Range Officer must verify that no unauthorized people are in the areas beyond that point.
6. Direct and immediate supervision by an appropriately licensed person is mandatory for any shooter not licensed for the class of firearm being used.
7. Safe Area: If a safe area is not already designated on a range, a safe area can be established by the member needing it for the repair of a firearm by flipping over the #sign to the SAFE AREA sign. (as is the case on the 100 yd. range.) NB. No loaded firearms or ammunition is allowed in a safe area.
8. The Owner/Shooter is responsible that their firearm is in a safe working/shooting condition. This applies to any firearm regardless if it is modern or antique and pertains to air guns, handguns, shotguns, rifles as well as archery equipment.

The perimeter of all the S.S.A. shooting ranges will be posted with signs clearly marking a SHOOTING RANGE NO ENTRY DANGER area.

For Trap Range #4 and Archery Range

1. Billboard type red warning signs indicating “CAUTION, DANGER RANGE IN USE” etc. are installed at the only shooter/spectator POINT OF ENTRY to the shotgun, trap and archery ranges. The billboard must be flipped down to show “CAUTION, DANGER RANGE IN USE” whenever anyone is shooting in the area.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

2. Persons entering the Archery portion of these ranges, must pass the sign as listed in #1, then enter the Trap area. The Trap portion of the range cannot be used during an Archery shoot.

To prevent usage of the Trap course, a high visibility sign located at the back of the Trap house must be flipped up so everyone entering the facility can see. It reads ARCHERY RANGE IN USE, STOP, TRAP RANGE CLOSED. When archers are finished, they must flip the sign back down upon leaving the area.

3. The Range Officer for each shooting discipline shall ensure that first time shooters are informed of all safety rules in effect before the appropriate range use. The Safety Rules are also clearly posted AT THE ENTRY to each of the shooting sports ranges.
4. Direct and immediate supervision by an appropriately licensed person is mandatory for any shooter not licensed for the class of firearm being used.

The shotgun sports range perimeter has been posted as a “SHOOTING RANGE, NO ENTRY, DANGER” etc. area.

Both the Trap and Archery ranges have been designed to have all projectiles land on the club range property. Although not a safety concern, the property beyond the Trap and Archery ranges consists of a high barrel domed hill of some 40 acres, owned by the local municipality and currently leased by SSA. This property is also fenced and signed as “NO TRESPASSING” at the only access point of entry.

SHOTGUN SPORTS RANGE SAFETY RULES

(TRAP, SKEET & SPORTING CLAYS).

1. These ranges may only be used when the appropriate SSA Range Supervisor is present to open, run and supervise the facility.
2. All shotguns must be transported to the trap, skeet or sporting clay ranges, unloaded, actions open and with caution as to safe muzzle direction.
3. All shotguns, while not being used on the firing line, stand or station, must be placed in the shotgun rack provided, unloaded and with actions open in the case of self-loaders or pump actions, or must be immediately opened upon removal from the rack in the case of break-action firearms.
4. The appropriate red flag must be in the RAISED position while the range is in use.
5. Spectators on the trap or skeet field must stay a minimum of 10 yds. behind the shooting stations.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

6. Use shot no larger than #7 ½ shot on the Trap and Sporting Clays Ranges, and no larger than #8 shot on the Skeet Range.
7. It is mandatory for all shooters and close by observers to wear eye and ear protection while shooting is in progress.
8. No personal clay throwers are allowed on SSA property.
9. All shotguns must be carried with actions open and loaded only when shooter is in the designated stand or station and it is his/her turn to shoot. Always maintain safe muzzle direction when moving from one shooting station to another.
10. If problems are encountered, shotguns should be unloaded and actions verified open before any person moves foreword of the firing line.
11. When the Trap machine house is entered, a flip up warning sign is put up on the Trap House roof indicating that a person or persons are in the Trap House. All shooters on the line shall have their firearms unloaded and actions open and maintain safe muzzle direction until the Trap House is vacated and the warning sign is removed.
12. On the Skeet Range, only two (2) shells may be loaded on each station, except for station 8 where only one (1) shell may be loaded at a time.
13. In Trap and Skeet, the Range Officer will advise an “ALL CLEAR” at the end of each round. Empty shot shell hulls should only be picked up after the “ALL CLEAR” command is given.
14. Skeet and Sporting Clay Ranges cannot be used at the same time, and this will be reflected in the schedule.
15. For Sporting Clay shoots, only (2) shells may be loaded at a time on each station when it is their turn to shoot and may only be loaded once the shooter is inside the shooting stand at each station. (On specified events only, shooters are allowed to load 3 shells.)
 - Shooter groups must move through the course in numerical sequence, in a single forward direction.
 - When it is necessary to go down range to refill or repair a target thrower while the range is in use the following is the safety protocol. A] a yellow flag is placed on or at the shooting stand of that station, B] assign someone to remain at the stand to ensure no one enters the shooting stand C] all shotguns are to be unloaded and with the actions open (as listed in point #3) and placed on the adjacent gun rack until all clear and the individual returns.
16. There shall be at least one person (RO) in charge during the use of these ranges. The duties of this person shall be:
 - (a) Range Opening
 - Ensure that the Range Area is safe prior to shooting

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

- Raise the appropriate Red Flag
- Ensure that the sign "Range in Use" is in place
- If using Skeet range ensure gate to Sporting Clays is closed & signed.
- If using Sporting Clays open gate and sign.
- Open the traps and check them for proper operation and targets
- Have each shooter sign in as appropriate on the Range sign in sheet
- Ensure that any Guest shooters have signed our Waiver forms & Guest sign-in book.
- Ensure that any new shooters are assigned a direct and immediate supervisor
- Advise shooters of posted Safety Rules
- Load and operate trap machines or assign a competent designate
- Designate a scorekeeper and target puller(s)
- Collect range fees or punch cards

(b) Range Closing

- Load the traps and release the springs
- Close up the trap/skeet buildings
- Lock up
- Lower the Red Flag
- Close the "Range in Use" sign
- If using Sporting Clays range close gate and sign
- Clean up shooting area

SSA HANDGUN RANGE SAFETY RULES

1. All restricted and prohibited firearms that are legally allowed to be used at the SSA Handgun Range must be legally transported to and from the range.
2. Each member or guest must sign in on arrival at the handgun range using the procedure outlined on page #4.
3. Do not approach the shooting area without eye and hearing protection if shooting is in progress.
4. All firearms are to be uncased safely, muzzles pointed in a safe direction, PROVE each firearm safe when firearm leaves or comes into your control and place on bench with action open.

Shooting disciplines shall conform to the appropriate safety regulations regarding the use of holstered handguns.

The firing line shall be defined, depending on the discipline to be fired.

The range must be shared between disciplines on an alternating basis should there be a conflict between members wishing to shoot at either distance.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

6. Request permission from the RANGE OFFICER (R.O.) to approach the firing line. If you are the Range Officer and you are leaving the range, you must ensure that another member assumes the role of Range Officer.
7. All firearms placed on the firing line bench MUST be unloaded and have actions opened. Allowed exceptions are Cowboy Action Shooting where firearms may be staged on a table or bench when loaded and remains in the immediate care and control of the shooter, and so a shooter can get assistance or tools to clear a jam, to adjust protective equipment, or to allow a novice to pick up a loaded handgun under close and immediate supervision.
8. All guests must be advised of the SAFETY rules and range commands by the member and/or Range Officer. A guest must be supervised by an SSA member licensed for the class of firearm being used, on a “direct and immediate supervision” basis, unless the guest holds an appropriate PAL/RPAL and the hosting member and/or the Range Officer is satisfied as to the guest’s level of competence.
9. When the range is active, be sure no one is down range.
The red “range active” flag must be raised immediately upon the first member entering the range and must be lowered by the last person leaving and locking the range.
10. Do not approach the firing line or handle firearms when shooters are down range or a CEASE FIRE has been called. You must stay behind the Cease fire Line.
11. Only load your firearm on the LOAD command by the Range Officer, or at a supervised Loading Table in the case of Cowboy Action Shooting.
12. Only magazines which are legal for that firearm may be used and a **maximum of 10 rounds only may be loaded. REMEMBER IT IS YOUR RESPONSIBILITY TO BE LEGALLY COMPLIANT WITH ALL REGULATIONS ON EQUIPMENT USED BY YOURSELF AT THESE RANGES.**
13. Clean up the Range, including brass, LOCK the gate/door and take down the Red flag if you are the last person leaving.
14. Only paper targets mounted on the target holders between the support rails are permitted on the range. The only exceptions are shrouded steel targets used in sanctioned Cowboy Action & IDPA Shooting with a minimum distance to target of 10 yards.
15. **Acceptable Calibers and Firearms for use on the Handgun Range:**
Acceptable Calibers: .22 caliber rim fire, any handgun caliber, Muzzle loading and Black Powder Handguns are acceptable.
Acceptable Types of Firearms: Handguns in any handgun caliber and Rifles in .22 rim fire are acceptable.
Unacceptable calibers and firearms: Handguns chambered in rifle calibers, (example: .223 Rem. Fired in a Thompson Contender. Also unacceptable are shotguns and centerfire rifles. (unless sanctioned by the Range Committee for specific competitions)

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

** Note that muzzle control includes NO high muzzles while on the firing line. Keep the muzzle below the top of the target frames, bring your gun up to the target, do not roll your firearm upward in your hand.

RIFLE RANGES SAFETY RULES

Ranges: .22 Rimfire Rifle / CAS / IDPA and High Power

1. All firearms must be transported to the firing line unloaded, encased or with the actions opened
2. Safe muzzle control must be observed at all times. Firearms must not be aimed at a point higher than 1 meter below the top of the bullet catch (backstop).
3. On both rifle ranges, the Red Range flag must be raised on the flagpole by the first shooter to arrive, to indicate that range is Active, and taken down when the last shooter leaves.
4. All shooters must, upon arrival, sign in to the log book on the range being used. They must follow the procedures outlined on Page #4.
5. All Guests and first-time shooters on the Range must be advised of the Range Safety Rules, and be under “DIRECT AND IMMEDIATE SUPERVISION” if not licensed.
6. On the 25/50/100 Yard Range ...

The smaller Red flag must be displayed at the entrance to the range whenever the range is “active” (shooters are handling, loading, firing).

The Green flag must be displayed at the entrance to the range whenever there is a Cease-Fire condition and the range is inactive (safe to go downrange). No one is to go down-range without the Green flag being displayed.

7. Firearms **MUST** not be handled or loaded, and no one may be at the firing line, while targets are being placed or the range is otherwise under a Green flag (CEASE FIRE) condition. **You must remain behind the red cease fire line.**
8. Only paper targets are to be used on the two rifle ranges, mounted on backers between the support rails. The only allowed exception is the use of shrouded steel targets for sanctioned Cowboy Action, IDPA, & Precision Rimfire Shooting, with a minimum distance to target of 10 yards.
9. Targets must **NOT** be placed on top of berms (i.e. ground baffles / intermediate bullet catches). Targets **MUST** be placed in front of berms.
10. Targets must **NOT** be placed on top of target frames.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

11. When on the 100-yard range (Range #3) or the Rimfire rifle/ CBA / IDPA range (Range #2) if more than one shooter is present, one must be appointed as RANGE OFFICER (RO). If you are the Range Officer and you are leaving the range, you must ensure that another member assumes the role of Range Officer.

Shooters are permitted to shoot at the 100-yard range ONLY after successfully completing the SSA 100-yard range user's course AND then only from the fixed shooting benches. Any shooting activity downrange of the 100-yard fixed shooting benches requires a club approved Range Safety Officer to be present.

12. All firearm safety rules MUST be observed.
13. All shooters and observers **must** wear eye and hearing protection while shooting is in progress.
14. Please clean up brass and targets when finished. Barrels and pails are provided for your use.
15. On 25/50/100 Yard Range, **rifles** may only be fired from the shooting benches at the 100-yard distance from the main bullet catch, and must be fired with the rifle supported and the barrel projecting underneath the barrier wall.

You must be seated at Benches #2-6, or standing at Bench #1 and #6. (See below for details on offhand shooting from bench #6).

Under no circumstances may you allow the rifle to be aimed higher than one meter below the top of the main bullet catch.

On this range, rifles may be fired from the downrange side of the 50-yard intermediate bullet catch when supervised Park Ranger training, Cowboy Action, and Defensive Pistol activities are taking place and a club approved Range Safety Officer is present.

16. On the 25/50/100 Yard Range, **handguns** may only be fired from a position no further than 50 meters from the main bullet catch / backstop. That is on the **downrange** side of the 50-yard intermediate bullet catch / ground baffle.
17. On the .22 Rim-fire Rifle / CAS / IDPA Range, Standing, Kneeling, and Prone shooting is permitted.
18. **NOTE:** When first sighting in a new firearm, start your process shooting at targets on the 25-yard bullet catch and move out to greater distances only as you refine the sighting.
19. Only magazines which are legal for that firearm may be used and a **maximum of 10 rounds only may be loaded.**

100 Yard Range-Rules & Procedures for Shooting Offhand from Bench #6

The following describes the Rules & Procedures to be followed when shooting Offhand

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

(standing) from Bench #6.

1. The standing position may be used to shoot at targets placed at either the 25-yard or 100-yard distances. Shooting into the bunker is **NOT** permitted. If the shooter intends to only shoot .22 rimfire at the 25-yard distance, it is preferred that they proceed to the .22 Rimfire / CAS range (where standing shooting is also permitted) to leave bench #6 available for people wanting to shoot at 100-yards.
2. Before shooting at **100 yds from the standing position**, confirm that the firearm is accurately zeroed to place shots on the standard 11" x 17" targets from a bench shooting position.
3. Cover the backer board with a fresh sheet of plain paper to be able to confirm that ALL shots are hitting within the backer board. The actual targets should be placed centrally on top of this sheet. If shots are NOT consistently hitting within the dimensions of the backer board, the shooter should discontinue shooting and re-check sight zeroing.
4. Bench conversion to Standing position is easier with two people. Lift the removable rear section of the bench upwards at the front to disconnect it from the fixed part of the bench, and then place it front end down out of the way.
5. Adjust the Plexiglas barrier to the appropriate height by inserting a bolt into the left side. Bolts are stored in the wood barrier to the left of the shooting port. The barrier must prevent the muzzle of the loaded firearm from being pointed above the target line in the 100 yd bullet catch.
6. The firearm must be pointed down range at all times and specifically pointed into a bullet catch when Loading, Firing and Unloading. If the firearm is loaded and the muzzle is pointed downward, the safety must be ON and the finger OFF the trigger. Always bring the rifle UP to the target.
7. The maximum rate of fire from the standing position is 5 shots per minute.
8. The RO has final say on the conduct of standing shooting activities.
9. Conversion back to bench shooting is also easier with two people. Lift the removable part by the sides, ensure that the single rear leg drops down, and lower the section carefully so the two tangs engage the corresponding receptacles and drop into place. Check that the folding leg is fully extended under the tail of the bench. Remove the bolt from the left side slide, gently lower the Plexiglass to the lowest position, and return the bolt to its storage location.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

10. All other range SSA range rules apply.

100 YARD RANGE SHOTGUN USAGE RULES

1. SINGLE PROJECTILE (SLUGS) USAGE - ALL GAUGES.

- All rules are exactly the same as any center fire rifle, including the sighting in process.

2. MULTI PROJECTILE SHELLS UP TO BUCK SHOT - ALL GAUGES.

For sighting in or patterning your shotgun on this range the following is the proper procedure.

- If you arrive on a day that is not set aside for shotgun patterning, please inform the RSO upon your arrival that you want to pattern your shotgun on this range, he/she will then work you into the schedule.
- When shooters and the RSO are down range using the patterning board, the main gate into the 100 yd. range will be closed and the sign prominently displayed that says there is downrange shooting going on and not to enter.
- All range safety rules are exactly the same as pertaining to transporting shotguns to firing line. Open actions, safe muzzle control, red flag operations, signing in of members and guests, first time shooters (direct and immediate supervision), wearing of eye and ear protection, cease fire conditions, etc. etc.
- The RSO will instruct the shooters on cease fires, active ranges and safe conditions as they apply to down range shooting.
- All patterning will be performed using the pull-down paper patterning board, which will be positioned at the main bullet catch in place of the #5 and #6 target holders.
- Shot gunners will be firing at the target and into the bullet catch from distances of 10 to 40 yards (their choice). That is on the **downrange** side of the 50-yard intermediate bullet catch.
- When patterning your gun, the loading of a single shell at a time will be the safe limit, or otherwise determined by the RSO.
- Approved and Supervised Shooting Disciplines such as Defensive Pistol, Cowboy Action, Security, Parks Canada, or Defensive Training may on occasion, from 50 yds. Forward to the bullet catch discharge the larger sized loads.
- When finished please clean up hulls and targets as barrels and pails are provided for your use.

NB: SHOTGUN PATTERNING

- Metal and ceramic shotgun patterning boards are available on the left (West) side of the Skeet Range and can be used when the Skeet/Trap range is not in use. The Ceramic patterning board is limited to lead shot only and a maximum of #7.5. The steel patterning board is approved for lead or steel shot and maximum shot size of #4.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

ALLOWABLE CARTRIDGES/CALIBERS

100 Yard Range #3 Allowable Cartridges/Calibers

Only 50BMG cartridges and larger are not allowed on this Range

25 Yard .22 Rimfire Range #2 Allowable Cartridges/Calibers

This range is certified for the use of any .22 caliber rifle chambered for .22 rimfire, including .17 rimfire and .22 magnum rimfire cartridges. The use of any .22 center fire calibers, such as .222 or .223 is **not** permitted. This range is also certified for the use of handgun caliber center fire or rimfire ammunition for **supervised** Cowboy Action or Defensive Pistol events and practice sessions.

FIELD ARCHERY RANGE SAFETY RULES

Special Note: During the pandemic the current Covid Safety Plan must be followed including the signing in book as well as the following safety rules.

1. No arrows on the string until at shooting stake.
2. Be sure area behind target is clear.
3. NO sky pulling: Arrow must be parallel with ground while being drawn.
4. Crossbows must be cocked at shooting stake and loaded pointed at the ground.
5. No one is permitted downrange until a Cease Fire has been called.
6. Leave a bow or person in front of butts when looking for lost arrows behind butts. Bows must **not** be handled or loaded, and no one should be on the firing line, when persons are downrange.
7. NO BROADHEADS to be used on archery course at any time.
8. If more than one shooter is present, one must be appointed as RANGE OFFICER.

If you are the Range Officer and you are leaving the range, you must ensure that another member assumes the role of Range Officer.

9. All first-time shooters on the range **must** be advised of the Range Safety Rules, and under direct and immediate supervision.

SHOOTING RANGE SAFETY STANDARDS AND RULES

SAFETY STANDARDS

3-D / WALKTHROUGH ARCHERY RANGE SAFETY RULES

Special Note: During the pandemic the current Covid Safety Plan must be followed, including the signing in book as well as these following Safety Rules.

1. No arrows on the string until at shooting stake.
2. Be sure area behind target is clear.
3. NO sky pulling: Arrow must be parallel with ground while being drawn.
4. Crossbows must be cocked at shooting stake and loaded pointed at the ground.
5. Leave a bow or person in front of butts when looking for lost arrows behind butts.
6. NO BROADHEADS to be used on archery course at any time.
7. Make sure “ARCHERY RANGE IN USE” sign is flipped up, before starting course.
8. Walk through archery range must be closed when trap range is in use.
9. Don't follow the group ahead too closely! Leave three stations between groups.
10. Maximum group size is four (4).
11. If more than one shooter is present, one must be appointed as RANGE OFFICER in each group.

If you are the Range Officer and you are leaving the group, you must ensure that another member assumes the role of Range Officer.

During competitions, there shall be an overall Range Officer to direct all groups.

12. The last group to leave the archery range must flip down sign.

911

EMERGENCY ASSISTANCE

If emergency care is required for any type of shooting trauma or medical emergency please use one of the following scripts **when calling 911.**

1} THERE HAS BEEN AN ACCIDENT AT THE SYDENHAM SPORTSMEN'S ASSOCIATION RANGE IN OWEN SOUND. EVERYTHING IS SAFE AND SECURE AT THIS TIME.

I CAN SEE BLEEDING COMING FROM THE INJURED PERSONS "LEG""ARM" "CHEST" ETC. It looks like a PENETRATING TRAUMA INJURY. He/she is presently: CONSCIOUS / UNCONSCIOUS and we are attempting to administer first aid.

OR

2} We have a medical emergency here at the SYDENHAM SPORTSMEN'S ASSOCIATION. Tell them the possible type of incident IE. Heart attack, stroke etc. and that we are attempting to administer first aid.

The address is 082535 Sideroad #6, Part Lot 7, Conc. 2, Derby, Township Georgian Bluffs, RR #3, Owen Sound. GPS: - NAD 83 17T NK

04291/27887. Please send an ambulance as soon as possible.

My phone # is XXX-XXX-XXXX if you need more information.

For script #1 keep it short and simple. Try not to use the words "gun" or "shot". The use of such words will probably trigger a POLICE response instead of an AMBULANCE response. The police will block off the area until they can identify everything as being "safe & secure". This will delay the ambulance response time and possibly result in the death of the victim. If you are asked for specific details of the accident you can respond with **"I JUST DON'T KNOW EXACTLY WHAT HAPPENED AT THIS TIME. I SHOULD KNOW MORE BY THE TIME THE AMBULANCE ARRIVES."**

Call a cease fire on all ranges then assign someone to ensure that all firearms are unloaded and safely secured.

Then send someone to wait by the roadway for the ambulance. If no one is available to direct the ambulance, the location of the accident should be given to the dispatcher e.g. "in the lower range area to the right after entering the SSA property main gate."

Sydenham Sportsmen's Association

Shooting Sports & Range Committee 2022 Contact Information

Co-Chairs

Jay Murdoch	519-270-5296	jayrcmurdoch@hotmail.com
Trevor Dollmaier	519-375-5011	dollmaier@bmts.com

Members

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Mike Hunter	226-668-7587	mshblues@rogers.com
Mike Thompson	519-385-4280	bigmikeyt1@hotmail.com
Dave MacKinnon	519-374-1025	davemack@bmts.com
Randy Moore	519-375-5275	b2rmcapt@gmail.com
Ray Marchand	519-270-8682	rmarchand80@gmail.com
Hugh Hunter	519-534-2179	hugh_hunter@icloud.com

Range & Activity Co-ordinators

1. Handgun Range – Jay Murdoch
2. 25/50/100 Yard Rifle Range – Trevor Dollmaier & Randy Moore
3. 25 Yard Rim-fire Range – Hugh Hunter
4. Archery Practice & Walk-Through Ranges - Doug Heighes
nuggetlake@gmail.com
226-568-4000
5. Trap Shooting – Jay Murdoch & John Thomson
6. Skeet Ranges – Dave Mackinnon & Mike Thompson
7. Sporting Clays – Mike Hunter & Jeff Caldwell

Cowboy Action Shooting –	Kat McCulloch	&	Bill Wattie
	519-373-9330		519-935-3456
	rkmcc@gbtel.ca		flycast@xplornet.com

Defensive Pistol (IDPA) – Jeff Caldwell & Tim Westover

Sydenham Sportsmen's Association Declaration of Range Rules

I, _____ (print).

SSA Member # _____ Phone# _____.

E-mail address _____.

I declare that I have received, read, and understand the Sydenham Sportsmen's Association Shooting Ranges Operations Manual and will abide by the procedures and rules contained therein.

Signature: _____

Date: _____

Please fill out, sign, date and return this form immediately to:

Sydenham Sportsmen's Association
Box 264 Station Main
Owen Sound ON. N4K 5P3

REVISION SUMMARY

Revision Summary

Revision #	Date Mm/dd/yy	Change Made
4	2/18/22	Remove requirement for RSO for shooting activities at the 100 yd Range during firing from the fixed firing line.
4	2/18/22	Non-intent change to the document General Formatting and Table of Contents