

Archery GB

Private and Confidential

Combined liability Insurance

Shooting Administrative Procedure 1 Insurance Guide

Insurance Period March 2024- February 2025

Issue Date 11 July 2024

HOWDEN

Contents

Section	Page
Contents	2
Introduction	3
Combined Liability Insurance	4
Sections of Cover and Indemnity	6
Main Features of the Policy	7
In the Event of a Claim or Incident	10
Your Obligations	12
Risk Management	14

Introduction

This document is intended to be a summary of the liability insurances for Archery GB.

This document includes:

- A summary of those entitled to indemnity
- A summary of recognised Archery GB activities
- A summary of the Liability Insurance cover
- Limits of indemnity at the time of issue
- Principal exclusions
- What to do in the event of a claim - Liability Claims notification requirements and Incident recording Guidelines
- Details of your obligations under the policy
- Risk management links
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The information provided is based on the insurance arrangements at the time of publication.

Alterations to the cover and recognised activities may be made during the period of cover and at renewal annually.

This document is intended as a summary of the insurance, for full details of the full insurance cover provided, what is covered, what is not covered, conditions and your obligations please refer to the Insurer policy documents, available to Archery GB members from Archery GB.

Contact Information

Howden Insurance Brokers Limited

Insurance Enquiries Tel: 0121 698 8150

Claims Enquiries Tel: 0121 698 8040

Calls may be monitored and recorded for quality assurance purposes.

Regulatory Statement HUK

Howden is a trading name of Howden Insurance Brokers Limited, part of Howden Group Holdings. Howden Insurance Brokers Limited is authorised and regulated by the Financial Conduct Authority in respect of general insurance business. Registered in England and Wales under company registration number 725875. Registered Office: One Creechurch Place, London, EC3A 5AF.

Combined Liability Insurance

Please note that this is a Liability Policy where Insurers decide if negligence attaches to you.

Primary Cover Provided by: Hiscox
Excess of Loss Public & Products Liability JRP Underwriting
Excess of Loss Management Liability provided by RSA

Insurance period: 1 March to 28th February annually

Retroactive Dates:

Hiscox Primary Policy	January 1985 or the date of your last continuous membership whichever is later Prior and Pending litigation date 1/3/2017
JRP Public Products liability	1 March 2024
RSA Management liability	January 1985 or date of your last continuous membership whichever is later Prior and Pending litigation date 1/3/2017

Incidents occurring in the past. The policy will respond to valid claims made against it, provided that you are not aware of the claim/incident and the incident from which the claim arises occurred after the retroactive date (or date of your last continuous membership, whichever is the later)

Basis of Cover

The Liability Insurances (with the exception of Employers Liability) is provided on a “**claims made**” basis. It is essential that any claims or circumstances that might give rise to a claim are notified during the policy period in accordance with the terms of the policy wording otherwise the right for indemnity under this insurance will be forfeited.

It is essential that you notify incidents/claims as soon as you become aware of them. Please refer to the Claims and incident notification requirements.

Once a policy is cancelled, expires or lapses no cover would be provided for any claim notified after the date of cancellation, expiry or lapse.

Those Entitled to Indemnity

- Grand National Archery Society T/As Archery GB, Archery UK Limited, Archery GB Ltd and The Archery Foundation, including officers and officials, committee members, employees and volunteers
- 8 Regional Societies, officers, officials, committee members and volunteers
- County Societies, officers, officials, committee members and volunteers
- Affiliated clubs, officers, officials, committee members and volunteers
- Affiliated members
- Affiliated coaches and officials – coaching within own club for the Society and coaching for/within region is included
- Members of British Longbow Society while shooting on an Archery GB ground and participating in traditional Longbow, events/tournaments. As per part 9 under Rule 900 of the Rule of Shooting
- Beginners prior to becoming members of the Society for a maximum of their first 6 lessons
- Participants on Session Coach Courses (previously Level 1 Coaching Course) for the duration of the course of training, supported practice and practical assessments up to completion of the course (no more than 24 months from registration) under supervision

The policy only provides indemnity to UK residents, with the exception of:

- Non-UK residents whilst training for and representing Archery GB in competition/events at national/ international level – on referral advised to and accepted by Insurers.
- Non-UK residents (on referral advised to and accepted by Insurers) whilst participating in Archery GB events and courses, within the UK only, provided direct/overseas membership has been purchased
- Any Eire resident who is a member of a UK Archery GB club

Recognised and Declared Activity accepted by Insurers

In all cases below you must be operating within the Archery GB Laws, Rules of Shooting, policies and procedures

Association

- Governing, participation in and administration of the sport of archery, including Case Management Panel and Disciplinary/Appeal Panels.
- Run Archery events As described in the Rules of Shooting – managed by Archery GB or Archery GB Clubs.

Coaching

- If you are a member of Archery GB your insurance applies whilst coaching, to your level of qualification within your own club, for Archery GB & within your region or county.
- If you are an affiliated Archery GB coach and employed by your club/region/county and paid for your services this is recognised and insured. Freelance Coaching, therefore outside this environment, is not recognised by Archery GB paid or unpaid and therefore the insurance will not apply.

Clubs

- Participation and administration of the sport of archery and club administrative function
- Only clubs operating within the Archery GB laws and rules of shooting are insured, e.g. club with members shooting with people not covered by this insurance need separate insurance
- Club fundraising and social events as agreed with Archery GB and the Insurers being:

Social events, award ceremonies, raffles and low risk fund raising activity.

Please consider your planned fundraising and social events, the activity may need to be accepted by both Archery GB and the insurers before insurance is confirmed.

It is essential that you undertake written risk assessments and record all activities for your club in addition to the Archery risks.

Examples of Excluded Recreational Activities:

- Bouncy Castles/inflatables/ trampoline
 - Bonfires/Fireworks
 - Barbeques
 - Firearms
 - Adrenaline-Rush Activities i.e. Bungee jumping; Paragliding, Survival and Assault Course activities, etc
 - Ballooning
 - Paint Ball Games
- Schools clubs are treated in the same way as any other affiliated clubs

Non Member Activity

- Beginner courses - up to their first 6 lessons, after which they must become a member to continue to benefit from insurance
- Have a Go sessions - must follow the Have a Go Code of Practice/Archery GB Rules of Shooting
- Archery demonstrations - Must follow the Archery demonstration rules and procedures Code of Practice
- Taster Sessions – Must follow the Archery GB Code of Practice/Archery GB Rules of Shooting
- Development within schools - the affiliated club running these programmes will be insured whilst delivering sessions within the school, however the school pupils participating are not insured under this policy
- Participants on the module of Session Coach (Previously Level 1 Coaching Course (members and non-members-18) for the duration of the course of training, supported practice and practical assessments up to completion of the course (no more than 12 months from registration) under supervision
- Potential New Members – the club are insured whilst assessing the ability of a potential new member. The individual is only insured whilst under supervision at the assessment (one off assessment and up to 6 supervised come and try sessions at the club before needing to become a member).

Member Activity

- Participation in the sport of archery in all forms covered by the Laws and Rules of Shooting at recognised venues anywhere in the world, (excludes claims brought within the USA and Canada) within an Archery GB approved archery environment including social, training and competitive archery activity.

The liability insurance does not include any medical expenses. If you are outside the UK it is essential that you arrange your own travel insurance which recognises your participation in archery activity or competition.

Sections of Cover and Indemnity

Sections of Cover and Limits of Indemnity

Item	Hiscox Limit of Indemnity	JRP limit of indemnity	RSA Limit of Indemnity	Limit applies to	Excess Each and every claim
	Primary Policy £	Excess of loss policy £	Excess of Loss Policy £		
Public Liability Special Limits: • Pollution • Criminal Proceedings	10,000,000 100,000 250,000	5,000,000 This policy does not follow any inner limits in the primary policy	N/A	Each claim with defence costs paid in addition other than for pollution & criminal proceedings which are in the aggregate	£100 third Party Property Damage
Products Liability	10,000,000	5,000,000	N/A	a single aggregate policy limit including defence costs applies.	
Abuse Extension	5,000,000	N/A	N/A	any one period (costs inclusive)	
Professional Indemnity	10,000,000	N/A	N/A	any one claim excluding defence costs	
Management Liability – Directors and Officers Liability	5,000,000	N/A	5,000,000	in the aggregate including costs	
Management Liability – Corporate Legal Liability	5,000,000		5,000,000	in the aggregate including costs	£250
Employers Liability Special Limits : • Criminal defence costs • Criminal Proceedings • Terrorism	10,000,000 100,000 250,000 5,000,000		N/A	All claims and their defence costs which arise from the same accident or event In the aggregate In the aggregate In the aggregate	

Criminal Proceedings being: If any governmental, administrative or regulatory body brings any criminal action against you during the period of insurance for any breach of statute or regulation directly relating to any actual or potential claim under this section, we will pay the costs incurred with our prior written consent to defend such an action against you or any employee of yours.

Main Features of the Policy

Public & Products Liability			
Risks Insured	<p>If during the period of insurance, and as a result of your activities on or after the retroactive date within the geographical limits, any party first brings a claim against you for:</p> <p>a. bodily injury or property damage occurring within the geographical limits; or b. personal injury or denial of access committed within the geographical limits; we will indemnify you against the sums you have to pay as compensation.</p> <p>Accidental bodily injury to third parties and/or damage to third party property arising out of the insured activities.</p> <p>Cover includes:</p> <ul style="list-style-type: none"> • Member to Member • Indemnity to Principals • Compensation for Court Attendance • Criminal Proceedings Costs • Defamation (claims in the UK) 		
Retroactive Date	<p>01/01/1985 Hiscox 01/03/2024 JRP</p>		
Key Exclusion	<table border="0"> <tr> <td> <ul style="list-style-type: none"> • Property for which you are responsible • Injury to employees • Pollution • Computer virus • Professional advice • Your Products • Restricted recovery rights • Non-compensatory payments • Claims outside the applicable courts • Inefficacy </td> <td> <ul style="list-style-type: none"> • Deliberate or reckless acts • Contracts • Date recognition • War, terrorism and nuclear • Asbestos • Prior activities • Claims outside the geographical limits • Abuse cover does not apply to the individual accused or anyone knowingly allowing the abuse to occur. • Cyber Incidents </td> </tr> </table>	<ul style="list-style-type: none"> • Property for which you are responsible • Injury to employees • Pollution • Computer virus • Professional advice • Your Products • Restricted recovery rights • Non-compensatory payments • Claims outside the applicable courts • Inefficacy 	<ul style="list-style-type: none"> • Deliberate or reckless acts • Contracts • Date recognition • War, terrorism and nuclear • Asbestos • Prior activities • Claims outside the geographical limits • Abuse cover does not apply to the individual accused or anyone knowingly allowing the abuse to occur. • Cyber Incidents
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Geographical Limits	Worldwide		
Applicable Courts	Worldwide		

Professional Indemnity	
Risks Insured	<p>Loss (financial or otherwise) arising out of errors and omissions</p> <p>If during the period of insurance, and as a result of your activities on or after the retroactive date within the geographical limits, any party brings a claim against you for:</p> <p>a. negligence or breach of a duty of care; b. negligent misstatement or negligent misrepresentation; c. infringement of intellectual property rights including copyright, patent, trademark or moral rights or any act of passing-off; d. breach of confidence or misuse of any information, which is either confidential or subject to statutory restrictions on its use; e. dishonesty of your individual partners, directors, employees, trustees, committee members or self-employed freelancers directly contracted to you and under your supervision; f. any other civil liability unless excluded under What is not covered in the policy wording</p> <p>we will indemnify you against the sums you have to pay as compensation</p>
Retroactive Date	01/01/1985

Key Exclusions	<ul style="list-style-type: none"> Deliberate or reckless acts Pre-existing problems Defamation Activity prior to the retroactive date War, Terrorism and nuclear risks Asbestos 	<ul style="list-style-type: none"> Matters insurable elsewhere Cyber Incidents Date recognition Non compensatory payments If deemed in law to be a tour operator, travel agent/facilitator/organiser providing medical diagnosis prescription treatment or advice
Geographical Limits	Worldwide	
Applicable Courts	Worldwide	

Management Liability – Directors and Officers Liability

Risks Insured	<p>Personal legal liability arising from a claim first made during the period of insurance against any Insured person for any wrongful act within the geographical limits</p> <p>Cover includes;</p> <ul style="list-style-type: none"> Company reimbursement Health & Safety/Manslaughter Employment claims Outside entity Pension or employee benefit schemes Bail costs 	
Inner Limits	Bail Costs	£ 250,000 or 10% of the total limit for this section, whichever is less
	Additional Defence Costs	£ 250,000 in the aggregate
Geographical Limits	Worldwide excluding the USA and Canada	
Applicable Courts	Worldwide excluding the USA and Canada	
Retroactive Date	01/01/1985	
Prior and pending litigation date	01/03/2017	
Key Exclusions	<ul style="list-style-type: none"> Deliberate or dishonest acts Prior claims, investigations and circumstances Prior litigation Matters insurable elsewhere Breach of professional duty Takeover & mergers 	<ul style="list-style-type: none"> Share offerings Financial advantage Cyber Losses – however limited cover is available in respect of loss of data but does not include defence costs and is limited to a maximum of £250,000.

Management Liability - Corporate Legal Liability

Risks Insured	<p>Corporate legal liability arising from a claim first made during the period of insurance against any Insured person for any wrongful act within the geographical limits</p> <p>Cover includes;</p> <ul style="list-style-type: none"> Health & Safety/Corporate Manslaughter Breach of data protection Pension/employee benefit schemes claims Representation costs Taxation claims Dishonesty of employees 	
Inner Limits	Pollution	£100,000 in the aggregate during any one period of insurance
	Dishonesty of your employees	£100,000 in the aggregate during any one period of insurance
Retroactive Date	01/01/1985	

Prior and Pending Litigation Date	01/03/2017	
Key Exclusions	<ul style="list-style-type: none"> Deliberate or dishonest acts Prior claims, investigations and circumstances Prior litigation Defined benefit pension schemes Failure to fund pension and employee benefit schemes 	<ul style="list-style-type: none"> Claims brought in the United States of America/Canada Contractual liability Takeovers and mergers Financial advantage Matters insurable elsewhere Breach of professional duty Employment Claims Cyber losses
Excess	£250	
Geographical Limits	Worldwide excluding the USA and Canada	
Applicable Courts	Worldwide excluding claims brought in USA and Canada	

Employers Liability – added to the insurance programme 1 March 2012 or your date of affiliation if later.		
Entitled to Indemnity	<ul style="list-style-type: none"> Grand National Archery Society T/As Archery GB, Archery UK Limited, Archery GB Ltd and The Archery Foundation 8 Regional Societies, officers, officials, committee members and volunteers County Societies, officers, officials, committee members and volunteers Board or Committee for the Time Being of Affiliated clubs, (their officers, officials, committee members and volunteers). 	
Cover	Insurance is provided in respect of legal liability for damages and legal costs arising out of death or bodily injury caused to employees in the course of their employment with the insured.	
Employer Reference Number	If you have an Employer Reference Number this must be declared to Insurers via Archery GB so that this can be recorded with Employers Liability Tracing Office (ELTO) to meet legal requirements.	
Special Limits	£ 100,000	Criminal defence costs - in the aggregate
	£ 250,000	Criminal proceedings - in the aggregate
	£5,000,000	Terrorism - in the aggregate
Principal Exclusions	<ul style="list-style-type: none"> Radioactive contamination Injury for which the insured is required to arrange motor insurance under the Road Traffic Act and EU Law 	
Geographical Limits	Worldwide	
Applicable Courts	England, Scotland, Wales, Northern Ireland, the Isle of Man and the Channel Islands.	
Definition of Employee	<p>Any person normally resident in the United Kingdom of Great Britain and Northern Ireland, the Channel Islands, the Isle of Man or Republic of Ireland working for you in connection with your activities who is:</p> <ol style="list-style-type: none"> employed by you under a contract of service or apprenticeship; hired to or borrowed by you; self-employed and working on a labour-only basis under your control or supervision; engaged by labour only sub-contractors; a labour master or a person supplied by him; engaged under a work experience or training scheme; a voluntary helper whether in employment or not 	
Employers Liability Tracing Office (ELTO)	Each year Archery GB are asked to advise if any entity or club insured via this section has an Employer Reference Number which must be declared to insurers to comply with ELTO regulations.	

In the Event of a Claim or Incident

You must report every claim and any incident that is likely to give rise to a claim in the future. Incident Notification Guidelines are attached to the summary of cover provided to the club annually.

Please contact the Archery GB Insurance Officer and Howden and complete the necessary incident report/claim form as soon as possible to avoid prejudicing your claim. Do not admit liability; do not make an offer or promise to pay.

Howden claims team Tel : 0121 698 8040

In most circumstances the Howden claims team will request:

- An incident notification form so that full details are recorded
- Copy of your risk assessment – both pre and post incident
- Accident book entry
- Witness details
- Photographs of the area where the incident happened and CCTV if available

Have you received correspondence, letter, claim, writ or summons? Please forward to Howden on receipt and unanswered.

Reporting Incidents to Health & Safety Executive

You may also have obligations under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) to report incidents to the HSE. For further information visit the [HSE website](https://www.hse.gov.uk/riddor/).
<https://www.hse.gov.uk/riddor/>

For further information go to www.hse.gov.uk/riddor/index.htm and to obtain a copy of the leaflet “Reporting accidents and injuries at work” go to www.hse.gov.uk/pubns/indg453.pdf

Potential Abuse Claims

Howden Sport, have produced specific guidance regarding the notification of circumstances of abuse and poor practice, to help you comply with insurer’s terms and conditions.

Full details of this guidance has been provided to Archery GB and are included on the incident notification guidelines – it is important that you report safeguarding matters to Archery GB as you become aware of them.

Incident Notification Guidelines for Liability claims or potential Liability claims

It is important that ALL incidents that could give rise to a claim are reported to us as soon as possible after the event. In the event of a formal claim being submitted / intimated, this will enable Insurers to conduct all necessary investigations at an early stage. This will also ensure that you are complying fully with terms and conditions of the policy in force.

In order to achieve this we ask that you notify Howden immediately of any incidents that involve:

- A fatality
- Any injury sustained
- Any allegations of libel / slander
- Any allegations of Professional Negligence i.e. arising out of coaching, tuition or advice given
- Any safeguarding matter
- Any circumstance involving damage to third party property.
- Any lost arrow not recovered by the end of a session/activity

An injury is defined as:

- Any head injury
- Any fracture other than fingers, thumbs or toes
- Any amputation
- Any dislocation
- Loss of sight (whether temporary or permanent)
- Any injury resulting from electrical shock or burn
- Any other injury leading to hypothermia, heat induced illness or unconsciousness
- Loss of consciousness caused by asphyxia or by exposure to a harmful substance or biological agent.

Please note, the above list is not exhaustive. If you are uncertain as to whether an incident should be reported please call 0121 698 8040 or email to Birmingham- claimsTeamBham@hyperiongrp.com.

Every letter, claim, writ, summons and process in connection with such circumstances must be forwarded to Howden immediately on receipt an unanswered.

Please note, this is a Liability Policy and in the event of a formal claim being submitted it is for Insurers to decide if negligence attaches to you.

Therefore, please do not admit liability or agree to pay any damages. Any admission of liability or offer of payment prior to referral to Insurers could prejudice Insurers position and may result in the withdrawal of indemnity.

Retention of Information

It is recommended that information in relation to incidents as per the above guidelines are kept for the following periods:

ADULTS (over 18) – 6 years

CHILDREN (under 18) – 25 years

Reporting of incidents to the Health and Safety Executive

To check your obligations under the RIDDOR regulations please refer www.hse.gov.uk/riddor

Potential Abuse Claims

Howden Sport, Recreation and Equine have produced specific guidance regarding the notification of circumstances of abuse and poor practice, to help you comply with insurer's terms and conditions.

Full details of this guidance can be found at:

<https://www.howdengroup.com/sites/g/files/mwlfey566/files/2023-07/Guidance%20on%20the%20notification%20of%20safeguarding%20incidents%20April%202021.pdf>

Your Obligations

Within the Hiscox policy, each section details your obligations, which must be complied with for a claim to be considered. It is therefore essential that you advise *Archery GB and Howden* as soon as you are aware of any of the following so that they can notify your insurers within the required timeframes:

PUBLIC PRODUCTS LIABILITY

Insurers will not make any payment under this section:

If a Problem Arises

1. Unless you notify Hiscox promptly of the following within the period of insurance, or at the latest within 14 days after it expires for any circumstance you first become aware of in the seven days before expiry:
 - a) Your first awareness of any circumstance which is likely to lead to a claim against you. If they accept your notification they will regard any subsequent claim as notified to this insurance
 - b) Any claim or threatened claim against you

However, for claims arising out of bodily injury, you must notify them immediately and in any event within 30 days of a claim or anything which may give rise to a claim under this section.

You should make this notification directly to Hiscox (via Howden) as follows, ensuring you quote your policy number:

by email to: liability.claims@hiscox.com; or

by post to: Hiscox Liability Claims, 25 London Road, Sittingbourne ME10 1PE

At their request, you must confirm the facts in writing within 30 days with as much information as is available.

2. Unless you notify Hiscox as soon as practicable of:
 - a) Your discovery that products are defective
 - b) Any threatened criminal action by any governmental, administrative or regulatory body
3. If you admit that you are liable for what has happened or make any offer, deal or payment, unless you have prior written agreement from Hiscox. You must also not reveal the amount of cover available under this insurance, unless you had to give these details in negotiating a contract with your client or have prior written agreement from Hiscox.

Correcting Problems

Hiscox will not make any payment for products claims if you fail to take reasonable steps to remedy or rectify, at your expense, any defect or failure in the goods or services you have supplied to a client, customer or distributor.

PROFESSIONAL INDEMNITY

If a Problem Arises

Hiscox will not make any payment under this section:

1. Unless you notify them promptly of the following within the period of insurance or at the latest within 14 days after it expires for any problem you first become aware of in the seven days before expiry:
 - a) Your first awareness of a problem arising from your activities for a client which is likely to lead to a claim against you. This includes any criticism of your work even though regarded by you as unjustifiable. If they accept your notification they will regard any subsequent claim as notified to this insurance
 - b) Any claim or threatened claim against you
 - c) Your discovery, or the existence of reasonable grounds for your suspicion, that any partner, director, employee, trustee, committee member or self-employed freelancer has acted dishonestly
2. If you admit that you are liable for what has happened or make any offer, deal or payment, unless you have prior written agreement from Hiscox. You must also not reveal the amount of cover available under this insurance, unless you had to give these details in negotiating a contract with your client or have prior written agreement from Hiscox.

DIRECTORS AND OFFICERS

Notification

Hiscox will not make any payment under this section:

1. Unless you notify them promptly of the following within the period of insurance or at the latest within 14 days after it expires for any problem you become aware of within the seven days before expiry:
 - a) The insured person's first awareness of any wrongful act
 - b) Any claim or threatened claim against an insured person or the insured person's lawful spouse, civil or unmarried partner
 - c) Any investigation into you or an insured person
 - d) The threat or commencement of any disqualification proceedings against any insured person
 - e) The threat or commencement of proceedings against any insured person for pollution
2. If, when dealing with a third-party, you or the insured person admit that you or the insured person are liable for what has happened, or make any offer, deal or payment without insurers prior written agreement. You must also not reveal the amount of cover available under this insurance.
3. To any insured person who, prior to the period of insurance, had knowledge of a material misstatement in or omission from the information provided to Hiscox upon which they agreed to insure you.

CORPORATE LEGAL LIABILITY

Notification

Hiscox will not make any payment under this section:

1. Unless you notify them promptly of the following within the period of insurance or at the latest within 14 days after it expires for any problem you become aware of within the seven days before expiry:
 - a) Your first awareness of any wrongful act
 - b) Any claim or threatened claim against you
 - c) Any investigation into you
 - d) The threat or commencement of proceedings against any you for pollution
2. If, when dealing with a third-party, you admit that you are liable for what has happened, or make any offer, deal or payment without insurers prior written agreement. You must also not reveal the amount of cover available under this insurance.
3. If, prior to the period of insurance, you had knowledge of a material misstatement in or omission from the information provided to Hiscox upon which they agreed to insure you.

EMPLOYERS LIABILITY

If a Problem Arises

Hiscox will not make any payment under this section:

1. Unless you notify them promptly of any claim or threatened claim against you. For claims arising out of bodily injury, you must notify them immediately and in any event within seven days of a claim or anything which may give rise to a claim under this section. At their request, you must confirm the facts in writing within 30 days with as much information as is available. You should make this notification directly to Hiscox (and Howden) as follows, ensuring you quote your policy number:
by email to: liability.claims@hiscox.com; or
by post to: Hiscox Liability Claims, 25 London Road, Sittingbourne ME10 1PE
2. Unless you notify them as soon as practicable of any threatened criminal action by any governmental, administrative or regulatory body.
3. If, when dealing with **your employee** or a third party, **you** admit that **you** are liable for what has happened or make any offer, deal or payment, unless **you** have prior written agreement from Hiscox.

Risk Management

From an insurance perspective, effective Risk Management is an essential consideration.

Insurers will always have a greater “appetite” to insure organisations that can demonstrate good practise and a proactive attitude to risk management

Archery GB provide the Rules of Shooting and risk management guidance for your activities.

As a Hiscox policyholder Archery GB Club Committee also have access to **Hiscox Risk Academy (HRA)** an online risk management portal which provides access to training, document templates, assessments and an ask the expert.

To gain access to the HRA you will need to follow the link below and create your main access

Risk Academy: Log in to the site (hiscox.co.uk)

When registering :

- you will need the Hiscox policy number which can be found on the summary of insurance issued to the club annually,
- please enter your Archery GB Club membership number/ID and club name under the Company.

Useful risk management support and advice can also be obtained from the following organisations:

Liability

Child Protection in Sport Unit

CSPU Website

<https://thecpsu.org.uk/>

Introduction to Safeguarding

<https://thecpsu.org.uk/help-advice/introduction-to-safeguarding/>

How to Deal with a concern

<https://thecpsu.org.uk/help-advice/deal-with-a-concern/>

Self-Assessment Tool.

<https://thecpsu.org.uk/self-assessment-tool/>

Training & Events

<https://thecpsu.org.uk/training-events/>

Health & Safety Executive

Guidance on Running a Safe Sports Club

<http://www.hse.gov.uk/entertainment/leisure/amateur-sports-club.htm>

Organising a Voluntary Event

<https://www.gov.uk/government/publications/can-do-guide-for-organisers-of-voluntary-events/the-can-do-guide-to-organising-and-running-voluntary-and-community-events>

5 Steps to Risk Assessment

<http://www.hse.gov.uk/pubns/indg163.pdf>

HSE Myth busters

<http://www.hse.gov.uk/myth/>

Property Exposures

Health & Safety Executive

Fire Safety in the Workplace

<https://www.gov.uk/workplace-fire-safety-yourresponsibilities/who-is-responsible>

Fire Safety – Small to Medium Places of Assembly

<https://www.gov.uk/government/publications/fire-safety-risk-assessment-small-and-medium-places-of-assembly>

Risk Management

<http://www.hse.gov.uk/risk/index.htm>

5 Steps to Risk Assessment

<http://www.hse.gov.uk/pubns/indg163.pdf>

RoSPA

Computer Safety

<http://www.rospa.com/schoolandcollegesafety/teachingsafely/governmt-stakeholdersdvice/computer-safety.aspx>

National Crime Agency

Cyber Crime

<http://www.nationalcrimeagency.gov.uk/crime-threats/cyber-crime>

The logo for Howden, featuring the word "HOWDEN" in a bold, dark green, sans-serif font. The letters are closely spaced and have a slightly irregular, hand-drawn appearance. The logo is positioned on the left side of the page, partially overlapping a large, light green circular shape that extends from the left edge.

www.howdengroup.com

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