

# Mount Petrie Bowmen Inc.



## Member Handbook

March 2026

## **CLUB OPERATIONS**

### **Club Constitution, Policies and Insurance**

Mount Petrie Bowmen is a not-for-profit, volunteer managed, membership-based community sporting club governed by its Constitution, as approved by the Queensland Office of Fair Trading. Members are asked to respect the work done by volunteers and to contribute to working bees and other activities.

The Mount Petrie Bowmen Inc Constitution and policies are available on the MPB website. Go to ABOUT US > POLICIES.

MPB Inc holds liability insurance to the value of \$25,000,000.00. This coverage is provided by Archery Australia Inc through Sportscover Australia Pty Ltd. Shooting elsewhere than at the MPB facility or other Archery Australia affiliated club is not covered by this policy, eg, practicing at home.

### **Club Calendar**

- the Calendar is available on the Club website. Go to COMPETITION > ELECTRONIC CALENDAR
- the Calendar can change owing to factors like bad weather, so check the online Calendar each week for what's happening.

### **Who Can Shoot at Mount Petrie Bowmen**

- financial members of MPB
- new members may attend the Club once they have registered and paid their membership fee, however, their application for membership remains subject to acceptance by the Mount Petrie Bowmen Inc Committee
- visitors who are financial members of other Archery Australia affiliated clubs may shoot on Saturdays, and Tuesday and Thursday evenings. They may not shoot on the outdoor range, other than on Saturday
- registered tournament competitors
- persons undertaking courses and other activities run by the Club
- all visitors must comply with Archery Australia rule s.6.1.3.2, Archery Australia Shooting Rules. Specifically, a compound bow with a variable peak weight range above 60lb cannot be used. For other bows, the maximum draw weight, as measured at the archer's draw length, cannot exceed 60lbs
- MPB does not offer casual shooting to non-members

### **Evidence of Membership**

- once you have registered for membership, you can download your Archery Australia E-membership card to your phone from your Assemble member account
- your MPB membership card will be available for collection at the canteen within a few weeks. Permanently attach your membership card to your quiver. A cable tie is good for that
- if you don't yet have your own quiver, you must carry the MPB card and AA E-membership card with you when you attend the Club
- once you have registered for membership, you are welcome to attend the Club pending acceptance of your membership by the MPB Committee and production of your MPB membership card

### **Official Opening Hours**

- Saturday (Club day) from 8.00am until the end of the shoot
- Tuesday and Thursday evenings from about 5.00pm to the end of shooting if you are shooting in the indoor hall

### **Use of Facilities Outside of Opening Hours**

- MPB members with their own equipment may shoot on the outdoor range from Sunday to Friday during daylight hours without paying range fees, subject to the Club Calendar
- members of other AA affiliated clubs are not entitled to shoot unless the Club is open officially, ie, Saturday and Tuesday and Thursday evenings
- you may push out one of the practice butts, but you must return it when you have finished
- you must shoot in co-operation with any other member present, and safe shooting practices must be adopted
- There is a document about safe shooting practice taped to the posts of the sun shade on the outdoor range. Please read it
- parents/guardians must remain with under 18s, even if another member is present.

### **Range, New Target and Equipment Hire Fees**

Members must sign in and pay their fees before joining the shooting line. Parents/guardians of junior members are expected to sign them in and remain at the Club with their child. If a parent leaves, they must provide contact details on the sign-in sheet.

For MPB members, range fees are payable –

- any time on Saturday, for both indoor or outdoor, whether or not you are doing the official shoot
- Tuesday and Thursday nights for the indoor hall.

Range fees –

- \$8.00 – 18 years and above
- \$6.00 – under 18
- \$12.00 – visitors who are financial members of other AA affiliated clubs on presentation of a current membership card. For conditions applying visitors, see the MPB website. Click on ABOUT US > FAQs.

Equipment hire – \$8.00 payable each time.

New indoor target – \$3.00, payable any time you choose to use a new indoor target face, except when shooting in a registered tournament where targets are provided (i.e. Indoor QRE or Silver Arrow Indoor).

MPB members with their own equipment may shoot on the outdoor range from Sunday to Friday during daylight hours without paying range fees, subject to the Club Calendar. Safe shooting practices must always be adopted. Members from other AA affiliated clubs may not shoot on the outdoor range at these times.

### **Dress Code**

- MPB is a family friendly environment, so we request that you wear modest sun-safe clothes, specifically, shirts that reach the top of your pants and that have sleeves. No short shorts or tank tops
- please, no offensive slogans
- always wear fully enclosed shoes.

### **Club Uniform**

- the uniform is not compulsory. Speak to the canteen volunteers if you would like to place an order
- the basic shirt is \$52.00 with your name individualised on it
- we have sample sizes you can try on
- we need a minimum of five orders before we can have the garments manufactured.

## **Communication**

- we publish a weekly email alerting members to what is coming up on the following Saturday. It is usually issued on Wednesday afternoon / evening
- when you register for membership, you will be asked to answer whether you wish to receive the weekly email. We recommend that you accept
- to ensure the delivery of the weekly email to your inbox, please add [news@brisbanearchery.org.au](mailto:news@brisbanearchery.org.au) to your address book and safe sender list
- the Club Secretary sends official email notifications of invitational tournaments and other Club matters, notice of the AGM, as required
- Archery Australia distributes information on what is happening on a national level via email
- our state governing body, South Queensland Archery Society (SQAS) distributes information on what is happening at state level via email
- you may choose to receive all or none of these email communications. Please be aware however, that arrangements can change from time to time and email is our principal mode of communication in these circumstances.

## **Buying Equipment**

- new members will be asked to buy their first set of arrows soon after joining the Club. Speak to the volunteer canteen staff
- the Club sells good quality entry level carbon arrows at \$120.00 per doz,
- you may also wish to consider buying a quiver, finger sling, finger tab/release aid, and arm guard
- we recommend that you don't make major equipment purchases such as a bow until you are confident you will stick with the sport
- seek advice from the coaches first on what is appropriate for you or your child
- we give talks on equipment buying every few weeks, and we can provide you with an information handout about recurve equipment
- if considering buying second-hand equipment from another Club member, ask to try it out first
- we can put you in touch with reputable suppliers who sell beginner packages
- be careful about buying anything second hand off the internet, eg, second hand equipment Facebook pages. Ask for advice first.
- be careful of persons offering to arrange purchase of your equipment for you. You might end up paying more than you need to

## **Be An Active Member of Your Club**

- the Club is run by volunteers. There are no paid staff
- support your Club by assisting at working bees, by keeping your Club tidy and helping out at shoots

## **A Couple of No-Nos**

- smoking is only permitted in designated areas, that is, behind the old workshop building and the 'smokers chair' at the western end of the outdoor shooting line and the back of the outdoor carpark
- dogs. Only accredited assistance dogs wearing an authorised coat/harness are permitted on-site

## **ABOUT MPB SHOOTS**

### **Shoot Starting Times and Shoot Rounds**

All rounds to be shot, including start times, are published in the Club Shooting Calendar on the Club website. Look under COMPETITION > ELECTRONIC CALENDAR

- only listed rounds on the Club Calendar will be shot, unless otherwise approved by the DOS
- regardless of which target rounds are scheduled there will usually be a Novice Shoot available on Saturday (e.g. Newcastle, Geelong) – Club Calendar permitting
- records and classifications can only be claimed for shoots listed in the Club Calendar for that day.

### **Registering For A Shoot**

- if you wish to record an official score you must register for the shoot beforehand on Archer's Diary and writing you name on the shoot board no later than half an hour before the start of the shoot
- to learn more about Archer's Dairy go to the Club website. Click on MEMBERSHIP > ELECTRONIC SCORING.

### **Electronic Scoring**

- iScored.Today is a national electronic archery scoring system that uses smart phones to record scores

- if you wish to score electronically you will need to install iScored.Today on your smart phone
- for instructions on how to install iScored.Today go to the Club website. Click on MEMBERSHIP > ELECTRONIC SCORING.

### **Saturday Shoots**

- official Saturday Club shoots commence either at 10.00am or 12.30. Check the Calendar to find out
- for Saturday shoots, you must nominate for your shoot a minimum of 30 minutes before commencement by adding your name to the shoot blackboard under the shoot of your choice. This is so the Director of Shooting (DOS) knows how many butts are needed and at what distances
- if you wish to record an official score you must also register on Archer's Diary beforehand for the round of your choice
- new members are encouraged to participate, even if they haven't learned how to score, but they might not be able to record an official score
- you learn how to score by participating in Club coaching held on most Saturday mornings – see later detail about Club coaching

### **The Saturday 'Novice' Shoot**

- the Saturday 'novice' shoot occurs in conjunction with the regular outdoor Saturday Club shoot, Calendar permitting
- it is the place to settle into Club shoots for new members
- there is no formal coaching at that time
- bring a pen for scoring, and hat, sunscreen and water
- before recording an official score on the 'novice' shoot you must learn shoot etiquette and how to score by participating in Club coaching – see later detail about Club coaching.

### **Week Night Shoots**

- indoor shoots are held each Tuesday and Thursday evening in the indoor hall
- the distance shot is 18m, or 25m for the last two shoots of the month
- if you wish to record an official score you must register on Archer's Diary beforehand
- from February to July the third Tuesday of the month is a Qualifying & Ranking Event (QRE)
- all late comers are to report to the Director of Shooting (DOS)

- no coaching is available on these nights, so newer members need to be self-sufficient with the equipment and know how to score if they wish to participate fully
- however, you are welcome to come and practice independently alongside the main shoot
- the shoot starts punctually at 7.00pm so be there by 6.30pm to find a scoring partner, if you wish to submit a score
- the shoot usually winds up by about 8.30pm

## **SAFETY & MEMBER BEHAVIOUR**

### **Control of Shooting**

- for official Club shoots and tournaments, all shooting will be controlled by the DOS (Director of Shooting) or the nominated Assistant DOS
- any instructions or requests by the DOS will be acted upon immediately
- shooting will be controlled by whistle blasts or the electronic timing system, under the control of the DOS
- rapid repeated whistle blasts by the DOS – this means there is a possible emergency. You should stop shooting immediately and step back from the line. If you are about to shoot an arrow, let down. Do not shoot your arrow
- all shooting will cease and the range will be closed 30 minutes before the nominated time for the scheduled shoot
- all archers are required to assist in getting the field ready for shooting and packing up after the completion of shooting
- you must report to the DOS if leaving the shooting line at any time during a shoot (e.g. finishing early, equipment failure)
- if you need to leave the shooting line before completing the event you must advise the DOS and put your target butt away before leaving
- should a scheduled outdoor shoot be cancelled by the DOS, eg, inclement weather, it may be replaced by an unofficial AA 18m or 25m Indoor round, however the shoot will not count for the purpose of determining the Club Championship.

### **Safety Rules**

- you are responsible for your own safety and that of others using the Club's facilities. Everyone is expected to comply with these rules
- covered footwear must be worn when shooting or entering the field of play. Sandals, thongs, open-toe shoes, etc, are not permitted

- alcohol or drugs must not be consumed by any person, spectator or visitor, while shooting is taking place. No one may shoot when under the influence of either
- armguards, chest protectors, close-fitting clothes, hats, water and sun screen are recommended
- bows must not be drawn with an arrow unless the bow is pointed at the target and the field of play is clear of archers and officials
- when drawing a bow, the bow sight must not be above the height of the target butt (refer to AA website for further information on high drawing)
- aiming a drawn bow, with or without an arrow, at another person is forbidden
- never run on the field of play
- when crossing the field of play, walk behind the archers on the shooting line
- do not disturb or cause interference to other archers when on or leaving the shooting line
- regularly check your equipment to ensure it is safe and always use matched arrows that are labelled with your name/initials
- do not dry fire a bow, ie, release a fully drawn bow string without an arrow
- headphones or ear coverings must not be worn while shooting or on the field of play as they may prevent an archer hearing warning signals – refer Archery Australia Safety Policy No. 1018
- stay behind the shooting line unless directed by the DOS
- approach the target butt from the side, and check for arrows in the ground
- when pulling arrows, stand at the side of the butt, use two hands (one on the target and one grasping the arrow close to the butt), and ensure that no one is standing behind you. Only 2 people can remove arrows at the same time (one from the left and one from the right side of the butt)
- field course – when looking for arrows behind the target, place a bow in front of the target butt to signify that someone is behind the butt
- spectating children must remain under the immediate supervision of their parent/guardian. They must not be permitted to move around the Club environments unsupervised, or act in such a way as to distract those shooting.

### **Shoot Etiquette**

- turn up in plenty of time for a shoot

- help with setting up for the shoot is expected, including pulling out and returning the butts at the start and end of the shoot and preparing score boards/sheets
- if you are not participating in an official shoot, you may pull out a butt, but you must return it when finished
- if you wish to practice independently of the Club shoot you must follow the requirements of the Outdoor Shooting Discipline statement taped to the posts of the outdoor sun shade
- excessive talking, laughing and other noise must cease once the whistle has blown and shooting commences
- when you have finished shooting, step back from the line, and remain quiet to allow other archers to complete their shooting
- skylarking, bad language and equipment abuse shall not be tolerated from any Club member, visitor or spectator. They may be asked to leave the grounds
- do not criticise other archers' equipment or handle their equipment without their consent
- rudeness to other members or unsportsmanlike behaviour is unacceptable
- help other archers look for lost arrows so the shoot is not delayed
- assist older/younger archers with moving the target butts
- in the event of equipment failure or a hanging arrow, step off the shooting line, hold your bow above your head, and call to the DOS
- paper score sheets must be correctly filled in and signed, otherwise your score, achievement badge and record claims may be disallowed
- each archer is responsible for returning their own score card to the Clubhouse
- all scores are to be entered into Archer's Diary (arrow by arrow) by the archers either during the event or immediately after the completion of the event if there has been a technology failure
- novice shooters should be given support and encouragement by other archers.

## **COACHING**

### **Club Coaching**

- MPB does not charge for coaching
- indoor coaching usually is the first port of call for new beginner members
- indoor and outdoor coaching occurs on most Saturday mornings from 8.00am to 9.30am
- you will also learn the essential skill of how to score

- there is no Club coaching during the Saturday Club shoot or week night shoots

### **Learning How to Score**

- knowing how to score is a critical skill. You learn this during outdoor Club coaching on selected Saturday mornings
- until you learn how to score you can participate in Club shoots on an unofficial basis, ie, your score won't be recorded officially.

## **CLUB COMPETITION INFORMATION**

### **Overall Club Champion**

The Club Overall Champion is calculated on a combination of an archer's best scores shot in the Club championships rounds for each of the 4 World Archery disciplines (Target, Field, Indoor, Clout) for one division and bow type.

Should any scheduled Club championship round be cancelled by the DOS due to unforeseen circumstances, it will be rescheduled for 2 weeks hence, provided the date does not coincide with another significant scheduled event. If this is the case the Club championship round will be shot on the next possible Saturday.

The Championship Policy is available on the Club website.

### **Midweek Evening Indoor Handicap Shoot**

Every Tuesday and Thursday night there will be either an 18m or 25m indoor shoot (25m will be shot on the last Tuesday and Thursday of each month unless otherwise determined by the DOS or Club Shooting calendar). Scores submitted between 1 February and 31 October inclusive each year will be used to accumulate points which will determine the overall winners of the indoor handicap shoot each year.

### **Saturday Tanah Shield Handicap**

The Saturday Tanah Shield Handicap shoot is conducted on the results of the Saturday competition between the first Saturday in February and the last Saturday in October inclusive each year. The Saturday Tanah Shield Handicap competition rules also require that an archer submit a minimum of one score in each of the four disciplines (Target, Field, Indoor, Clout) to be eligible.

## **Other Information**

Detail on age classes, shoot details, eg, how many arrows at what distances for you Age Class, are on the Club website. Go to COMPETITION > WHO SHOOTS WHAT.

## **Confused? Bewildered? Befuddled? You Are Not Alone**

- make use of the Club member/parent 'help line' email address – [news@brisbanearchery.org.au](mailto:news@brisbanearchery.org.au)
- ask to be put on the weekly email list mentioned above
- help us to help you by not being shy – ask questions

## **Mount Petrie Bowmen Inc**

### **Street and postal address**

Archery Rd  
Belmont Shooting Complex  
1485 Old Cleveland Road  
Belmont, Queensland, 4153

### **Websites**

Mount Petrie Bowmen - [www.brisbanearchery.org.au](http://www.brisbanearchery.org.au)  
South Queensland Archery Society – [www.archerysqas.org.au](http://www.archerysqas.org.au)  
Archery Australia – [www.archery.org.au](http://www.archery.org.au)