INTRODUCTION

This guide is intended to provide units, districts and councils with an overview of the requirements for running the shooting program ensuring all BSA Policies are followed under NRA Certified Shotgun Instructor and Range Safety Officer (RSO). In this publication, you will find youth requirements, training requirements for adults who are providing the program for camp and weekend program venues. The program offers a fun and safe introduction to safe handling of a shotgun.

PROGRAM GUIDELINES

YOUTH REQUIREMENTS
Registered Boy Scouts, Venturers or Sea Scouts, and youth who are age-appropriate participating in a Council, District or Unit organized Shotgun Shooting activity conducted as part of a recruiting event.

All youth participants are required to have written permission from their parent or guardian before they can take part in the program. A sample permission form is included in the back of this guide. The council may also include this as part of the overall permissions for the camp or activity; however, it must clearly state that a youth has the parent or guardian’s permission to handle and fire a firearm.
ADULT SUPERVISION AND TRAINING REQUIREMENTS

1. BSA Youth Protection policies for two deep leadership must be maintained at all times.
2. Instructors must have current certification from the NRA as a Instructor
3. RSO must have current certification from the NRA as a Range Safety Officer (RSO).

APPLICABLE LAWS
BSA safety policies generally run parallel to or go beyond legal mandates. However, it is the camp or activity supervisor's responsibility to confirm and ensure compliance with all applicable federal, state, and local regulations or statutes related to youth handling and using a firearm.

STANDARD OPERATING PROCEDURES

The standard operating procedures (SOPs) of the range should also be reviewed by NRA Range Safety Officer before delivering this program. All firearms must be approved for use by the NRA Range Safety Officer.

THE RANGE
An approved range can include:
   - BSA Range
   - Public Range
   - Private Range
   - Commercial range
   - Private Property Range.

Public, private property or commercial ranges must be certified using the application found here:

[Click here](https://www.scouting.org/filestore/Outdoor%20Program/Shooting%20Sports/430-065_WB.pdf)
or
type this address in browser
SHOTGUN OPEN SHOOTING EXPERIENCE

Purpose. To provide shooters with Knowledge, Skill and Attitude (KSA) necessary to shoot a shotgun safely under supervision of a certified instructor.

Examples. Unit, District, or Council organized program which could include; a day-at-the-range event (fun shoot), recruiting new members, Winchester/NRA Marksmanship Qualification Program, camporee, camp weekend shoot, or Order of the Arrow event are examples.

Youth. Boy Scouts, Venturers, Sea Scouts

Shotgun. Youth & adult-size 12 or 20 gauge gas-operated semi-automatic shotguns recommended.

Ammunition. Correct ammunition for the shotgun being fired. Light loads of shot size #7 or smaller is recommended. **Reloaded ammunition is not approved for BSA programs.**

Training. The BSA Safety Shotgun Briefing presented by an NRA Range Safety Officer. The Range Safety Rules are posted and reviewed during the briefing.

Safety. ANSI Z87.1-2010 certified eye protection and hearing protection is required.

Range supervision. An NRA Range Safety Officer is to directly supervise all live fire on the range. Additionally, the instruction must be done by a currently certified NRA Shotgun Instructor. These must be two separate individuals.

Ratio. One NRA Range Safety Officer must be present for each group consisting of a maximum of six shooters. One NRA certified Shotgun Instructor is required for each active shooter. At the discretion of the instructor, loading may be completed by the student or the instructor.

There is not a policy in the BSA that requires the NRA Instructor to load the firearm.

Below are examples of range commands assuming 1 inexperienced shooter with 1 instructor, using a single trap with a single presentation of target. The actual commands to use should be based on the course of fire, the circumstances and the number of shooting positions.

**Range Commands**

- Command: “Eye and ear protection on.”
- Command: “Move forward to your shooting position.”
- Command: “Practice mounting and following a target with the gun.”
- Command: “Load and prepare to fire.”
- Command: “Is the trapper ready?”
- Command: “Call "Pull" when shooter is ready.”

Continue until shooter has completed the course of fire.

- Command: “Cease fire.”
- Command: “Range is clear.”
- Command: “You may exit the shooting area.”
- Command: “Remove eye and ear protection.”
BEFORE THE YOUTH ARE ON THE RANGE
All shotguns, ammunition, and targets are provisioned during non-program times by maintenance and support personnel in sufficient quantity to run the program for all shooters without interruption.

ON THE RANGE
• Eye and ear protection should be cleaned between each shooter.
• Range staff will assist the RSO and Instructor by loading the trap, preparing shotguns, ammunition to the preparation table, and setting up shooting positions on range.
• General staging areas for shooters and those waiting their turn are clearly marked and safe gun handling rules posted.

People in program areas adjacent to the firing line must wear ear protection if measured sound levels are 85 dba or above.

WHEN YOUTH ARE PRESENT IN THE PROGRAM AREA
Welcome youth to the area and begin the gun handling safety briefing. Range Safety Officer (RSO) is responsible for all activities on the range.

RANGE INSPECTION CHECKLIST

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<thead>
<tr>
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<th>Date</th>
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<tbody>
<tr>
<td>Controlled access/fencing/gates closed</td>
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<tr>
<td>Flags or signs displayed</td>
<td></td>
<td></td>
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<tr>
<td>Range limits identified</td>
<td></td>
<td></td>
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<tr>
<td>Backstop/impact area inspected</td>
<td></td>
<td></td>
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<tr>
<td>Ready line/area marked</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spectator area designated</td>
<td></td>
<td></td>
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<tr>
<td>Supplies available</td>
<td></td>
<td></td>
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<tr>
<td>First-aid kit filled/accessible</td>
<td></td>
<td></td>
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<tr>
<td>Range rules posted</td>
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<td></td>
</tr>
<tr>
<td>Bulletin board available</td>
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<td></td>
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<tr>
<td>Shotgun racks available</td>
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<td></td>
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<tr>
<td>Empty trash receptacles available</td>
<td></td>
<td></td>
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<tr>
<td>Lockable storage</td>
<td></td>
<td></td>
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<tr>
<td>Throwers available and loaded</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eye and ear protection available</td>
<td></td>
<td></td>
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<tr>
<td>Hand washing Station Available</td>
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</tbody>
</table>
Range Safety Briefing – Shotgun

• No Ammunition in the classroom!

• To provide shooters with Knowledge, Skill and Attitude (KSA) necessary to shoot a shotgun safely under supervision of a certified instructor.

• 3 Rules of Gun Safety
  o Always keep your gun pointed in a safe direction
  o Always keep your finger off the trigger until ready to shoot
  o Always keep your gun unloaded until ready to us.

• Parts of a shotgun

• Demonstrate shotgun operation
  o Loading dummy rounds
  o Cocking
  o Dry Fire
  o Unloading

• Shooting Fundamentals
  ♠ Determine Eye Dominance
  ♠ Stance
  ♠ Hold Point
  ♠ Mount
  ♠ See the target
  ♠ Swing
  ♠ Pull the trigger
  ♠ Follow through
  ♠ The most important - Focus on the target

• Range Layout
  o Ready Area
  o Firing Line
  o Target Area
  o Back Stop

• Other Safety Rules
  o Know your target and what is beyond
  o Eye and Ear Protection
  o No alcohol or drugs
Range Commands

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Continue until shooter has completed the course of fire.

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• Command: “You may exit the shooting area.”
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Before running a program check out the Shooting Sports Webpage for updates to this program guide and find other resources.

Download the Shotgun Briefing by clicking here or typing this address in your browser
SAMPLE PERMISSION FORM

Scouting Participation and Hold-Harmless Agreement

____________________ (Unit, District or Council) is conducting a shooting sports program. Scouts will be instructed how to handle, maintain, and shoot a shotgun safely and be provided instruction to increase their shooting skills. Scouts will have classroom instruction and range instruction in which they will fire a shotgun under the supervision of a trained Range Safety Officer and NRA certified Shotgun Instructor.

Scouts will be required to wear eye protection and hearing protection always while on the range. Scouts are expected to abide by all safety rules and the instructions of the Range Safety Officer(s) and Shotgun Instructor(s).

I, the undersigned, give my child, ________________________, permission to participate in this program. I understand that participation in the activity involves a certain degree of risk. I have carefully considered the risk involved and have given consent for my child to participate in the activity. I understand that participation in the activity is entirely voluntary and requires participants to abide by the rules and standards of conduct. I release the Boy Scouts of America, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from all claims or liability arising out of this participation.

For safety, my child and I agree that he/she will do the following or he/she will be removed from the program. I understand that any additional cost associated with participation in this program will not be refunded if my child is removed due to behavioral problems.

1. Complete the training offered as part of the program.
2. Wear all safety gear always while on the range.
3. Follow all safety rules provided in the training class.
4. Follow all the instructions of the Range Safety Officer(s) and Shotgun Instructor(s).
5. Do not handle any shotguns until instructed to do so by the Shotgun Instructor(s).
6. Follow the instructions of the Range Safety Officer(s) always.
7. Is a registered Boy Scout, Venturer, or Sea Scout

Participant signature ____________________________ Date: __________
Parent/guardian signature ____________________________ Date: __________
Parent/guardian printed name ____________________________ Date: __________
Home phone ____________________________ Cell phone ____________________________