



# **STANDARD OPERATING PROCEDURE**

## **RIFLE RANGE**

### **HOYT SCOUT RESERVATION**

- I. **GENERAL**  
Connecticut Yankee Council, BSA operates a rifle range at Hoyt Scout Reservation. This range is to be operated in accordance with procedures contained in BSA and National Rifle Association (NRA) policy guidance pertaining to the shooting sports.
- II. **PURPOSE**  
Shooting Sports training and practice provides fun and adventure for young people and adults alike. It teaches skills, discipline, attention to detail, sportsmanship, safe gun handling practices, personal responsibility – all elements of good character that the Scouting movement strives to instill and develop.
- III. **ORGANIZATION AND FUNCTION**  
The Council's Camping Director is responsible to the Scout Executive for the effective operation of the Council's five camps to include the programs and facilities therein. Assisting with this task is the Camp Ranger who controls access and activity at the camp and is the primary point of contact for the camp's maintenance and safety. An established volunteer corps is delegated functional areas of responsibility e.g., the Campmasters assist campers with weekend programs and serve as the weekend's facilities manager. The Council Rangemaster and committee has direct supervision over operation of the council's ranges and ensures they are maintained, resourced and operated according to BSA/NRA guidance. The Maintenance Committee determines maintenance requirements and organizes task groups to accomplish the work. Numerous volunteers working in concert with the aforementioned coordinators are critical to the safe functioning and maintenance of the camps and ranges.
- IV. **RANGE OPERATION**
- A. The camp's rifle range is open year round. Use of the range requires a reservation be processed and approved in advance in accordance with Operating Procedure for the Hoyt Rifle Range (attached).
  - B. Rifle shooting may be done Saturday or Sunday from 9:00 AM to 12:00 noon and from 1:00 PM to 4:00 PM. No shooting is allowed on weekdays unless special permission is obtained in advance from the Director of Camping/Rangemaster or Camp Ranger.
  - C. The Hoyt range can be used by Scouts meeting age requirements required by BSA policy or camp rules:
    1. Boy Scouts may shoot .22 caliber rifles.
    2. Venturers and Explorers may shoot .22 caliber rifles and pistols within the scope of pertinent BSA policy.

- D. An NRA certified Range Safety Officer and an Instructor (with the appropriate certification, either Rifle or Pistol) must be present at all times when the range is in operation. Instructor to shooter ratios must be followed as prescribed in BSA directives i.e., one to eight for rifle, one to one for pistol.
- E. Only the camp's .22 caliber rifles will be used on the range unless authorization from the Director of Camping to use privately owned firearms is acquired in advance.
- F. A red flag must be displayed from the range pole whenever the range is in operation. The flag is kept in the range box.
- G. A means of emergency communication must be available on the range when it is in operation. A personal cell phone meets this requirement. In case of an emergency, contact 911 or the Camp Ranger or Campmaster for assistance.
- H. A First Aid kit, supplied by the unit, must be present on the range when it is in operation.

#### V. OPENING AND CLOSING PROCEDURES

- A. The arms room is in the Training Cabin. Access to the arms room is controlled by the Camp Ranger or Campmaster. The event coordinator must check-in and check-out with either the Ranger or Campmaster.
- B. Combination to the arms room and keys to the gun locks and range sheds are available from the Camp Ranger or Campmaster. Either of these two individuals must be contacted prior to opening the arms room or range and prior to departing the camp after the event.
- C. Guns must have trigger locks and be cased whenever being transported between the arms room and the ranges.
- D. A repair tag will be placed on any gun with a malfunction; the tag should be annotated with a description of the problem and signed in case more information is required. No one is authorized to disassemble or work on a gun beyond what is required for simple regular cleaning. Only a trained and certified gunsmith may perform repairs, maintenance, or operational checks on the camp guns.
- E. Guns must be cleaned before being returned to the arms room. Cleaning supplies are available in the arms room/range box. Extreme caution must be taken to ensure gun bolts (or any other parts) are returned to the same gun they were removed from – do not swap gun parts.

#### VI. MISCELLANEOUS

- A. The rifle range may continue in operation during rainy weather because it is covered, however extra care must be taken to ensure the guns are thoroughly dried before being returned to the arms room.
- B. Training aids for the rifle range are available at the arms room.
- C. Range boundaries are marked via a rope or wire fence. A warning tag is displayed on the marker to warn hikers that the area beyond the marker is a danger area and off limits to hikers, etc. The RSO must ensure the boundary markers are in place prior to operating the range.
- D. Paper targets are preferred targets for use on the range as these targets are a standard and allow some means of universal scoring. Shooters may not use any

target that leaves non-biodegradable debris, such as glass, or litter whether permanent or biodegradable. Any item that could cause ricochet is not to be used as a target.

VII. CONDUCT ON THE RANGE

- A. Smoking in front of the youth is not permitted.
- B. Possession or consumption of alcohol is not permitted on Scout property.
- C. Anyone suspected of being under the influence of alcohol or other drugs (whether prescription or illegal) must depart the range area and should be considered for dismissal from the camp.
- D. Pets are not permitted in camp and especially not in the area of the range.
- E. Spectators and shooters waiting for their turn to shoot must not distract individuals on the firing line or disrupt the smooth operation of the range. The RSO will excuse anyone causing a disturbance from the area of the range. Unit leaders are required to support the RSO's decision.
- F. Grievances and disputes with the Instructor's or RSO's judgment or decision making should be brought immediately before the Director of Camping or Rangemaster and resolved.
- G. Complaints about any facet of the range operation, staffing of the range or the shooting program in general should be brought to the attention of the Rangemaster and/or the Director of Camping as soon as possible.

Attachment:

Reservation Procedures for Hoyt Range