

# KAYADEROSSERAS Fish & Game Club

## RANGE OPERATIONS GUIDE

### 1. General.

Live firing conducted at the Kayaderosseras Fish & Game Club is designed to provide authorized personnel access to a facility where they can become proficient with privately-owned firearms.

**ALL members MUST have their Membership & Gate Cards on them Unless attending a public event.**

### 2. Facilities for Use.

Range availability is at the discretion of the Chief Range Safety Officer and/or Trustees. (Scheduled Events may supersede open range time). Live-fire shooting is normally limited to the following ranges and equipment:

- a. Pistol Range: Rifles and handguns with cartridges up to and including .50 caliber centerfire or rim fire.
- b. Rifle Range: Rifles with cartridges up to and including .50 caliber (NO tracers or armor-piercing ammo)  
ANY rifle caliber bigger than .50 caliber requires RSO supervision.
- c. Skeet Field: Shotgun only. (Up to #8 shot, no slugs)
- d. Trap Field: Shotgun only. (No larger than #7.5 (7 ½ ))
- e. Shotgun Range: Birdshot ONLY, no Buckshot
  - i. Slugs allowed on 25 yards or greater.
- f. Muzzleloaders (Rifle or handgun):
  - i. Are allowed at the 25 yard range, nothing less,

### 3. Range Limitations and Safety Requirements.

Members MUST sign in and out of the logbook at each range

Guest of members MUST sign the Liability Release Form, every time they come on to the property.

Guest MUST sign in and out of the logbook along with member, at the time of entry and again at the time of exit.

**\*\*Only two (2) firearms out at a time UNLESS a supervised event.**

Live-fire shooters are required:

- a) Notify ALL others of "going hot" before shooting.
- b) Fire only authorized firearms and ammunition.
- c) Fire at authorized targets only.  
(Metal targets or specialty targets are available at supervised events, only)
- d) Wear appropriate ear / eye protection.
- e) Notify RSO, CRSO, Officer or Trustee of any safety infractions in accordance with the list posted at the logbook.
- f) Pickup all brass, paper and other debris; dispose of accordingly.
- g) Maintain safe muzzle control at all time, pointing downrange when on the line.
- h) When handguns are off the line and out of the case, a chamber flag is to be insert in the chamber, signaling clear of round.
- i) Full-automatic firearms are NOT allowed/authorized/to be used at any time.
- j) There is No Rapid fire with semi-automatic rifle:
  - i. Maintain at least one (1) second delay between rounds UNLESS under supervision at special event.

- k) Semi-automatic pistol may engage in rapid fire IF registered for the Unrestricted Class.
- l) Any person going downrange (ANY range) MUST announce their intentions and receive acknowledgement from everyone on the line BEFORE stepping in front of the firing line:
  - i. **There is to be NO handling of firearms, magazines, and ammunition while there are people downrange.**
  - ii. All handguns are to be left on the line and cleared, with chamber/muzzle flags; all rifles must be cleared and placed in the rifle stands with actions open.  
All shooters are to remain behind the line when people are downrange.
  - iii. The person going downrange must turn the RED light on.
  - iv. Upon returning to the line, the same individual MUST inspect the firing line to confirm all parties are present and accounted for BEFORE turning the Red light off.

#### 4. Authorized Personnel

The following personnel are allowed to fire:

- a. Members, with a current membership card, and are in good standing.
- b. Guest (1) per member, **per visit**, signing in as outlined above in Section 3.
  - i. Club member is responsible for their guest behavior and conduct and must remain with the guest at all times.
- c. Others may use the range if attending an "open" event, example;
  - i. Gallery Fun Shoot,
  - ii. Skeet / Trap competitions,
  - iii. Cowboy,
  - iv. Rough Riders,
  - v. Action Pistol,
  - vi. Etc.

#### 5. Personnel Responsibilities

- a. Club Officers
  - i. Provide resources to maintain range and buildings.
  - ii. Ensure CRSO and RSO training as needed using NRA Range Safety Officer Training Program.
- b. Chief Range Safety Officer
  - i. Ensure each RSO understands and can execute live-fire procedures.
  - ii. Ensure all Club members, who are listed as RSO, are current with their NRA credentials.
  - iii. Ensure all Club members, who are listed as RSO, have their membership stamped/marked accordingly.
  - iv. Conducts at least one (1) RSO training class a year, more as needed.
  - v. Maintains a database of all RSO, that contains;
    - 1. Name, Address, Phone number, NRA ID#, Credential Date, and email address.
- c. Club RSOs
  - i. Anyone wishing to become a Club RSO must be a certified & current NRA RSO AND approved by the club CRSO.
  - ii. Once approved, will be provided with a membership card with the RSO stamp.
  - iii. Arriving on Club property, sign the logbook, noting RSO in the "Rifle/Handgun" section.
  - iv. May check all club members for current membership card.
  - v. Confirm all guest have completed the "Liability Release Form" and have sign-in as a guest
  - vi. Inspect the facilities and report any problems to the CRSO, Club Officer or Trustee.
  - vii. Maintain a safe environment, enforcing Club rules and procedures to ensure everyone's safety.

- viii. Engaging a Club member who is not displaying, or following, safe gun handling procedures. IF the member fails to follow instruction/rule/procedures, the RSO is authorized to ask a member to leave the property.

**Refer to Appendix A**

d. Club Members

- i. All members must sign in upon arrival & out when departing.
- ii. All members, and their guest, must complete the Liability Release Form:
  - 1. Members will do this annually, at the time of renewal of membership.
- iii. Members will conduct themselves in an orderly manner at all times. Members are responsible for the conduct of their guest.
- iv. Members are responsible for their firearms and ammunition while on the property.
  - 1. All firearms, not in their case or on the line, will be:
    - a. Unloaded,
    - b. Actions open, (if applicable)
    - c. Safeties on.
- v. Picking up brass and any other debris and disposing of accordingly.
- vi. Follow all instructions of RSO, Club Officer or Trustee.
- vii. Firearms are to be loaded only at the firing line OR:
  - 1. Designated areas during special events.
- viii. Safety is everyone's responsibility, therefore:
  - 1. If a member observes a safety issue, they are to:
    - a. Request RSO support:
    - b. Complete an Incident Report,
      - i. To be filed with the CRSO

**\*\* Members NOT acting on a safety issue, and are discovered, will be held accountable.**

6. Hours of Operation

The range is open:

- a. Rifle / Pistol
  - i. 0900, seven (7) days a week, unless otherwise posted.
  - ii. Closing times are posted on the wall (Check posting for actual time).
  - iii. Under supervision, the range may remain open till 2100 (9 PM).
- b. Skeet / Trap
  - i. 0900, seven (7) days a week, unless otherwise posted.
  - ii. Under supervision, the range may remain open till 2100 (9 PM).

Special Events may cause the different ranges to be closed from time to time.

Check the Club's website for availability and scheduling of events, including classes.

7. Alcoholic Beverages & Drugs

- a. Any member or guest found using the range while under the influence of ANY intoxicating substance WILL be asked to leave Club property.
  - i. There will an incident report completed and submitted to the Trustee's for review and potential action.

8. Smoking

- a. Is not allowed under covered firing points.

9. Medical Support

- a. In the event of a medical emergency, call 911.
  - i. Refer to call out sheet.

***Refer to Appendix B***

- b. Notify the CRSO, Officer or Trustee as soon as reasonably possible.
- c. Complete an incident report.

## Appendix A

### KAYADEROSSERAS FISH & GAME CLUB

#### Range Operation Guide:

#### Removal for Safety Reasons:

Engaging a Club member who is not displaying, or following, safe gun handling.

A RSO is authorized to ask a member to leave the property:

- 1) IF the member and/or their guest fail to follow instructions/rules/procedures.
- 2) If an RSO asks a member and/or their guest to leave they are required to fill out an incident report with all pertinent information including the names and member numbers.  
(If the member refuses to provide their member number, secure the information from the logbook)
  - a. Advise members that failure to follow these instructions may result in calling for police assistance.
- 3) A follow up phone call to a club officer, trustee, or CRSO describing the event is also required.

Under NO circumstances is the RSO to take any physical action to remove the member or the guest in order to avoid escalating the situation.

Incident reports are located at the sign in booth along with club officer/CRSO contact numbers.

Phone Number to report an emergency or problem is **518-320-7295**

***Refer to Appendix C***

(Emergency Call Out sheet)

## **Kayaderosseras Fish & Game Club Emergency Medical Action Plan (EMAP)**

**In the event of an accident or illness at / on  
Kayaderosseras Fish & Game Club property, please  
follow these procedures:**

1. Call Cease Fire immediately.
2. If in your judgment the situation calls for an emergency response Dial 911.
3. This will initiate the quickest response from emergency personnel. Once on with 911 identify yourself;

“This is \_ (YOUR NAME) \_ from Kayaderosseras Fish & Game Club calling to report we have an emergency on the property and are requesting assistance.

The address is 706 Geysers Rd, Ballston Spa, New York and the emergency is located on the property at location number# \_\_\_\_\_ OR is in a remote area of the property”.

THE EMERGENCY INVOLVES A:

- a. MALE / FEMALE APPROXIMATELY \_\_\_\_\_ LBS,
- b. APPROXIMATELY \_\_\_\_\_ Years Old
- c. IF ASKED WHAT THE EMERGENCY IS YOU DO NOT KNOW

Advise the 911 operator that the gate will respond to “yelp” siren.  
(Hold for 5 seconds to activate)

4. After calling 911, please call the club’s emergency number to report the event.

**518-320-7295**

If you or someone else has First Aid training, use whatever procedures deemed appropriate to make the victim as comfortable as possible.

**DO NOT ATTEMPT TO MOVE THE PERSON UNLESS ABSOLUTELY  
NECESSARY!**

5. If possible, send someone to the Gate to meet the emergency responders and guide them to the location of the ill/injured victim.

# **Kayaderoseras Fish & Game Club**

## **Emergency Call-Out Procedure**

In the event there is an incident or emergency at the club, a procedure has been develop to provide assistance to the membership.

After requesting assistance for a medical emergency, or for a serious safety issue, please follow the steps outlined below:

1. Call the Club's Emergency number; 518-320-7295
2. This number will call the Club's CRSO and an assistant
3. When the call is received, they will initiate a message to a pre-determined list of Club RSOs, requesting assistance.
  - a. The list includes Trustee's, Officers and RSOs
4. The responding RSO, after taking charge of the situation, will provide an update to the CRSO, advising the status and if further action is required.
5. The CRSO will send a second message advising that the situation has been addressed and no further action is required by anyone not already on the scene.

## 200 Yard Range Rules

1. Shooting at KFG 200 yard range may be accomplished ONLY when a KFG Range Safety Officer is on site.
2. Sign in at the 200 Yard Range Log In/Out books.
3. Guests are NOT allowed to use 200 Yard Range.
4. Put up both rope barriers with signs on rope to ensure no one drives out on range when firing commences.
5. Both ear and eye protection are required.
6. NO cross lane firing.
7. NO firing from prone or ground seated or kneeling positions except under approved supervision.
8. NO firing in non overshot areas EXCEPT under approved supervision.
9. Ensure no one is downrange. If two shooters are using range at same time, ensure proper communication when changing targets or going down range.
10. Communicate with other shooters at the 50/100-yard range.
11. All rifles shall be kept with actions OPEN and in supplied rifle racks whenever anyone is downrange.
12. Rifle inspection/repair shall be accomplished away from the firing line with the rifle pointed at range berm.
13. If shooting jacketed bullets, member must supply their own paper targets and utilize KFG supplied target frames/backing board.

**(NO jacketed or steel ammunition! On silhouette targets **Lead ammunition ONLY**)**

Note that you must have an authorized stamp on your membership card in order to use the 200-yard range