



Old Windsor Rifle & Pistol Club

New Member Information Pack

Document Control Page

Document Owner	Club Secretary (secretary@owrpc.co.uk)
Approved by	n/a
Document Type	Controlled Document - Process
Distribution	Public
Retention	Permanent (until superseded)



Document History

Version	Date	Changes	Approved by	Notes
1.0	28/07/25	N/A	Secretary	Initial publication

Next Review Due

- Nov 2025 at AGM

Change Management

- Amendments to this document may be made by the document owner without committee approval.
- Superseded versions are to be archived.



Old Windsor Rifle & Pistol Club

New Member Information Pack

Welcome, and thank you for your interest in joining Old Windsor Rifle & Pistol Club. We're currently accepting new members and delighted that you're considering us.

As a Home Office-approved target shooting club, we follow strict legal and procedural requirements for onboarding new members. This guide is intended to help you understand the process and what to expect.



Joining Process Overview

We aim to make the process straightforward and transparent. Here's what joining looks like:

1. Initial Chat

We'll arrange a short 10–15 minute phone call with the Club Secretary. It's informal and helps us understand your background, experience, and interest in shooting sports.

2. Clubhouse Visit

If that goes well, we'll invite you to attend an open evening at the club. These are held monthly and allow you to tour the facilities, meet committee members, and ask questions.

3. Formal Application

After the visit, if you wish to proceed, you'll submit a formal application. This includes providing ID and consent to pass your details to the police for a background check — a legal requirement under our Home Office approval conditions.

4. Background Check


We'll wait for confirmation from the police that there are no concerns. Once cleared, you can proceed to the probationary training programme.



Probationary Training Programme

All new members must complete our structured training programme, which:

- Lasts a **minimum of three months**, per Home Office criteria
- Runs on **Friday evenings only**
- Costs **£360, paid in full up front**
- Is **NRA-recognised**, and includes theory, safety, and practical marksmanship

 You'll receive a separate training syllabus document outlining the sessions in detail.

Progression and Membership

At the end of training:

- You must **pass written and practical assessments**
- Probation continues for a minimum of **3 months** (total), up to a maximum of **12 months**
- Completion is **not guaranteed** — full membership is offered only upon successful demonstration of safety, conduct, and ability
- Upon successful completion, you'll be issued an **NRA Shooter Competency Card**

Once approved, you'll be invited to upgrade to **Full Member** status.

Terms & Conditions

- Participation in training does **not guarantee** full membership. The club may decline applications or progression based on conduct, safety, or unsuitability for club membership
- All members and trainees must comply with:
 - Range Standing Orders
 - Club Constitution
 - Privacy Policy



Fees and Costs

Full details, including:

- Probationary fees
- Full membership costs
- Green fees (per-session charges)
- Guest fees

...are published separately in our Membership Fees Schedule.

Visiting the Club

The club operates from a private site in Old Windsor. Directions, access instructions, and parking information can be found here:

 [Access & Directions](#)

When arriving, turn down Robin Willis way and make your way through the automatic gate. There is parking available outside the club, and you're looking for a large green metal door on the building on the left hand side at the end of the car park.

Please remember visits are strictly by appointment only. You do not need to bring anything to your initial visit.

Questions

We're here to help you make an informed decision about joining. If you have questions before or during your application, feel free to contact us.