

LINESIDE PHOTOGRAPHERS SAFETY BRIEFING

CARRY THESE GUIDELINES WITH YOU WHEN ON COMPANY PREMISES.

TRAINS KILL: YOU ARE RESPONSIBLE FOR YOUR SAFETY

Please note: Possession of these guidelines alone does not confer access to the lineside. You must have a valid lineside photography permit with a GCR branded and numbered hi vis jacket, and you should have watched the GCR lineside photography guidance DVD (when available).

The guidelines are in five sections. Adherence to each guideline is mandatory
Permit holders who fail to abide by the guidelines may have their permits suspended or cancelled.

1: BE PREPARED

- The person in charge of railway operations on any one day is the Duty Traffic Manager. Should you encounter any emergency during your visit, you should contact him via the most expedient method, usually by telephoning 01509 632305. Do not let a phone call distract you from remaining in a place of safety (as defined in the guidelines below). This telephone number **MUST NOT** be used for any other purpose, such as requesting train running information.
- On a weekend / bank holiday and during special gala events you may sign in at any OPEN station. You must sign in before going onto the lineside.
- If you intend to access the lineside on a weekday (except as above) you **must** sign in at Loughborough. While passes are generally valid during weekdays, this is the time when access can be suspended at short notice due to maintenance work or high speed running. On weekdays we would always recommend telephoning the booking office on 01509 632323 to ensure access is available before travelling to the railway.
- Ask a member of operating staff if there are any special notices / restrictions. This is mandatory if you are accessing the lineside on weekdays and is your responsibility.
- **Permits are not valid after lighting up time / before dawn.**
- When you sign on, you are stating that you are not under the influence of drugs or alcohol. You must not be tired or in need of rest.
- When you sign on, you are stating that you are over 18, in good health, have understood the guidelines and are prepared to take responsibility for your own safety. **You may not be accompanied by a non permit holder.**
- **The railway will shortly release a DVD with guidance for lineside photographers. You will be sent one at your next renewal, or you can collect one from Loughborough booking office. Please obtain and watch this DVD as soon as is practicable.**
- The timetable can only be a guide. Extra or unplanned movements can still take place. You must be vigilant of your safety at all times, particularly during special gala events / intensive timetable operation.
- Always wear stout shoes or boots and appropriate outdoor clothing.
- Your pass must be visible at all times. You must present it for inspection when asked to by an officer of the GCR. You must wear your GCR branded and numbered high visibility jacket. Do not cover the number.
- If you are accessing the lineside as part of a group, each one of you must have a pass.

2: RESPECT THE LANDSCAPE

- When you are on or about the lineside (defined as being between the railway's boundary fence lines) please do not run and always take extreme care on sloping cutting and embankment sides.
- Always walk where possible in the "cess" (between the ballast and the vegetation), not on the track, or the ballast shoulders, which are easily damaged but costly to rebuild. Watch out for drains covers/holes.
- Please do not damage fences, walls or gates. Observe the country code and don't leave litter behind - on or off the railway. Please do NOT cut down trees and shrubs to improve your pictures.
- Be considerate of our neighbours. Do not trespass. If it says private - it's private! This applies particularly to farmland and the water authority property at Swithland.

3: TRACKSIDE BEHAVIOUR

- You should avoid walking on the track where possible. You must NEVER walk / stand / set up equipment or photograph between the rails of a running line or ANY siding (regardless of it being empty or part filled with stock). You must NEVER walk on sleeper ends. You must NEVER walk between the pairs of running lines.
- ALWAYS walk facing oncoming traffic (NEVER with your back to approaching trains). On the single line section walk in the vacant trackbed.
- You must NEVER take pictures from anywhere on the ballast on the double track section. Your attention is drawn in particular to the following instruction. YOU (and all your equipment bags, tripods, stools, stepladders etc) MUST ALWAYS be at least 3 metres (10 feet) from the nearest running rail.
- When a train approaches, you MUST move to a place of safety (at least 3 metres from the nearest running rail) immediately.
- When the driver whistles a warning you MUST acknowledge this by raising one hand straight up in the air, above your head, and keep it there until a second 'pop' on the whistle or horn acknowledges that you are all aware of each other. Please do not merely wave briefly. Remember that a single raised arm, in a green anorak, in a cutting and against trees, can be difficult to see, especially from the confines of a steam cab, so it would help to hold or wave a white rag, handkerchief or piece of high-vis material, to make it easier for the driver to see you.
- If you must shelter against a bridge, you must NEVER step out onto the track - a train could well be approaching unheard from behind the bridge.
- When crossing the main lines (or any track) you should wherever possible choose a location away from bridges, cuttings, curves, signals or other obstructions to a clear view of an approaching train. Stop well clear of the running rails and ensure your camera bags and belongings are properly stowed. You do not want to drop anything and have to scabble about for it. Look both ways. Listen. Be sure no train is approaching. When you cross, you should place your feet on the ballast between the sleepers and move over the rails in a single step. NEVER tread on the rail heads and sleeper surfaces, which can be slippery. Cross the tracks quickly, without rushing or stopping and do not stop until you are in a place of safety at least 3 metres from the nearest running rail.
- Stay away from signalling equipment. NEVER cross the track at points. Stay well clear of moving point blades, operating rods, point motors, signal wires and greased components. Remember that signal wires can be hard to see and are found well away from stations. NEVER walk on point rodding. You are NOT PERMITTED to climb signal ladders or stand on location cabinets or their platforms.
- You MUST NOT stand or climb on any stabled rail or parked road vehicle.
- **Never cross a siding close to stabled stock. It may be about to be moved as part of a shunt you are unaware of. You should move at least 20 metres (60 feet) from the nearest vehicle before crossing.**
- Listen for the instructions of operating staff (who may not be wearing high visibility clothing) and act on them immediately when asked to do so. **They may be standing in areas where you are not permitted to be.**
- Be particularly alert where shunting is taking place or in places where trains work over a set of lines in either direction **(for example on the lines at the approach to Loughborough Central station).**
- During a travelling post office non stop drop run you must obey any instruction given to you by the demonstration ground crew.

4: RESTRICTED AREAS AND SPECIFIC WALKING ROUTES

The following specific exclusions apply to lineside access above and beyond the '3m / 10ft' rule.

- You are NOT PERMITTED to access the lineside south of Kinchley Lane overbridge up to and including both sections of Swithland viaduct. YOU MAY NOT WALK THROUGH THIS AREA. IT IS NOW OUT OF BOUNDS except in the following circumstances...

- i) Following consultation with the land owner revised access arrangements have been put in place to allow photographers to reach a particular point south of Kinchley Lane cutting adjacent to the down line: OS Grid reference (Sheet 129) 555139. THE FOLLOWING ARRANGEMENTS APPLY ONLY WHEN A GCR STEWARD IS ON DUTY
- ii) You should leave the lineside well before the Kinchley Lane overbridge, taking care if you need to cross the line. Do not cross immediately in front of the bridge. Take extra care if you climb a boundary fence.
- iii) Photographic permit holders may walk in the field alongside the down line south from Kinchley Lane. Access the field by climbing the double gates. Do not open the gates.
- iv) Follow the countryside code. Stay close to the boundary fence at railway side of the field to avoid damaging the crop.
- v) You may not cross the occupation bridge halfway along the field.
- vi) Upon reaching the end of the field, permit holders may climb the railway fence, taking good care, to access the lineside adjacent to the down line.
- vii) On the railway side of the fence:- You must stay in the immediate vicinity of the area where you crossed the fence. You may not walk south towards the viaduct or north towards Kinchley Lane cutting. You may not cross the railway to stand adjacent to the up line. You should follow trackside safety instructions at all times. Be particularly vigilant of slip / trip hazards at this location, especially in wet weather.
- viii) Take particular care crossing the fence and the gate and while you are walking at the side of the field. By accessing the field you agree to indemnify the land owner and the railway against any injury. You remain responsible for your own safety at all times.
- ix) These arrangements apply for GCR photography permit holders only. Non permit holders do not have permission to access the field or the lineside. Abuse of the access will result in it being withdrawn.

- You are NOT PERMITTED to walk / stand or photograph in the space between the down main and the down carriage sidings at Loughborough. As per the rule about not standing between running rails (including sidings) you may not stand in the the down carriage sidings themselves or the space between the two carriage sidings. If you are unclear about the area this instruction applies to, please ask a member of operating staff.
- At Loughborough you MUST use the approved walking route (from the south end of platform two to the rear of the two carriage sidings) and be aware that the up and down line may be worked in either direction at this point.

5: WORK TOGETHER

- If you see a fellow pass holder breaking the rules and abusing the lineside pass procedures tell them politely about it - they are putting their lives at risk. Non pass holders are never permitted to access the lineside. Please help us maintain the permit scheme by reporting trespassers to GCR stewards, station staff or to the booking office at Loughborough.
- Please be courteous to other pass holders. Next time, you could be standing in their composition!
- If you see a fellow photographer in difficulty, stop and offer to help. You should contact the Duty Traffic Manager by the most expeditious means as per the first guideline in section one above. The telephone number is 01509 632305. Should you be unable to contact the DTM, the number to contact the general office on is 01509 632323. Press 0 to be connected to a booking clerk.