

Notes for Guards,

ESME Public Running

V2.0, 2024

The Role of the Guard

The guard is in charge of the train at all times, and is responsible for the safety of passengers, radio communication, operation of carriage brakes and operation of points when entering and leaving service.

Equipment

All guards must have:

- A whistle. Standby whistles are available in the clubhouse, but it is best to bring your own to ensure that it is in the best possible condition.
- A radio, tuned to the correct channel.
- A set of flags (green and red).
- In wet weather, a cloth for drying seats between runs.

Signalling to the Driver with the Whistle

- Give two short blasts to request the driver to start.
- Give one long blast (as loud as possible) to request the driver to stop.

Use of the Radio

- Always state your train ID and position when making reports on the radio.
- Report routinely when the train passes Comrie Summit. This informs the station master and signallers that you have completed the climb from Drumshoreland station, and that the way is clear for the next departure.
- Report if you stop on the circuit for any reason. Report again when you restart.
- Listen to reports from signallers and other guards for early warning of problems ahead.

Emergency Stop Procedure

- Give one long blast on the whistle.
- On trains with guard-operated carriage brakes, apply the brakes full.
- Report on the radio that you have stopped.
- Ask passengers to remain seated while the problem is resolved.
- Signal to any following train with the red flag.

Brake Test

Trains must not go into service with defective brakes.

On the test lap prior to public running, guards must perform a brake test as follows:

On Trains With Guard-Operated Carriage Brakes

- Report on the radio that the train has passed Comrie Summit.
- On the straight near Laird's Halt perform an emergency stop (give a long blast on the whistle and simultaneously apply full braking).
- The driver should throttle back and allow the train to come to a halt on carriage brakes alone.
- Release the brakes and whistle to the driver to proceed.
- Report on the radio that the brake test is complete and the train is underway again.
- On completion of the lap, allow the driver to bring the train to a halt at Drumshoreland Station on locomotive brakes alone.

On Trains with Driver-Operated Brakes

- Report on the radio that the train has passed Comrie Summit.
- On the straight near Laird's Halt perform an emergency stop (give a long blast on the whistle).
- The driver should apply full braking and bring the train to a halt.
- Whistle to the driver to proceed.
- Report on the radio that the brake test is complete and the train is underway again.

Purpose of the Brake Test

The purpose is two-fold:

- It allows the driver and guard, who have direct responsibility for passenger safety, to satisfy themselves that the locomotive and carriage brakes are effective, and have the final say on whether the train goes into service.
- It allows the guard to practice an emergency stop. It is important that this should be a well rehearsed procedure, so that it can be performed without hesitation in a genuine emergency.

Preparation for Departure

- In wet weather, use a cloth to dry the seats as much as possible between runs.
- Assist passengers to embark, especially on carriages with running boards because these may tip due to uneven weight distribution. Hold onto the end rails to stabilise them.
- Invite passengers to leave large bags or awkward hand held items such as umbrellas with the station master for safe keeping.
- Advise passengers wearing long coats or skirts that they may need to gather them up to prevent hems dragging on the track.

Departure

When the station master whistles that the train is clear to depart, perform a final check that all passengers are seated safely and whistle to the driver to proceed.

While the Train is in Motion

Safety Issues Requiring an Immediate Emergency Stop

Perform an emergency stop if you see:

- Passengers standing up.
- Feet off the running boards.
- Passengers rocking, leaning out or doing anything that might tip the carriage.
- Coat or skirt hems dragging on the track, or close enough to risk snagging.
- Derailment (watch for these particularly when traversing points).
- Obstruction on the line ahead.

Do not attempt to solve problems by calling out to the passengers or the driver. It is rarely possible to make yourself understood. It is better to stop the train and speak directly to those concerned.

Other Potential Safety Issues

The following actions are low risk and do not warrant an emergency stop.

- Passengers grabbing hold of passing undergrowth. If you see this, speak to them after the run and point out the risk of cuts from sharp stems and thorns. (The gardening squad routinely remove these hazards, but cannot guarantee to find them all.)
- Passengers pointing at interesting things on the circuit. This is a reflex action for children and adults alike, and often involves placing hands beyond the carriage width. No response is required from the guard unless passengers are simultaneously leaning out and risking tipping the carriage.

On Trains with Guard-Operated Carriage Brakes

Be ready to assist with braking at all times.

- Look out for obstructions on the line ahead. In most cases the driver will see these and stop the train in plenty of time, but as a precaution you should assist with gentle application of the brakes - or full application if collision is imminent.
- Pay attention on arrival at Drumshoreland Station in case the locomotive brakes fail or the driver misjudges the stopping distance. Apply the brakes if necessary.
- If requested to do so by the driver, apply gentle braking on the descents.

Breakdown

If the train stops on the circuit and cannot be restarted:

- Use the radio to summon assistance. Ask the passengers to remain seated until help arrives.
- If the problem is a derailment, it may be necessary to ask some passengers to disembark temporarily while carriages are lifted back onto the track.
- If the problem is carriage brake failure, disable the brakes manually and ask the driver to complete the circuit at reduced speed with locomotive brakes alone. On completion of the run you must take the train out of service.
- If the train cannot be restarted, wait for support staff to arrive and pass the passengers into their care to be escorted back to the station. Note that this is the last resort because it may impose additional hazards such as crossing rough terrain. In some cases, e.g. if the breakdown has

occurred on an embankment or if there are passengers with restricted mobility on board, it may be necessary for staff to push the train to a safe location for evacuation.

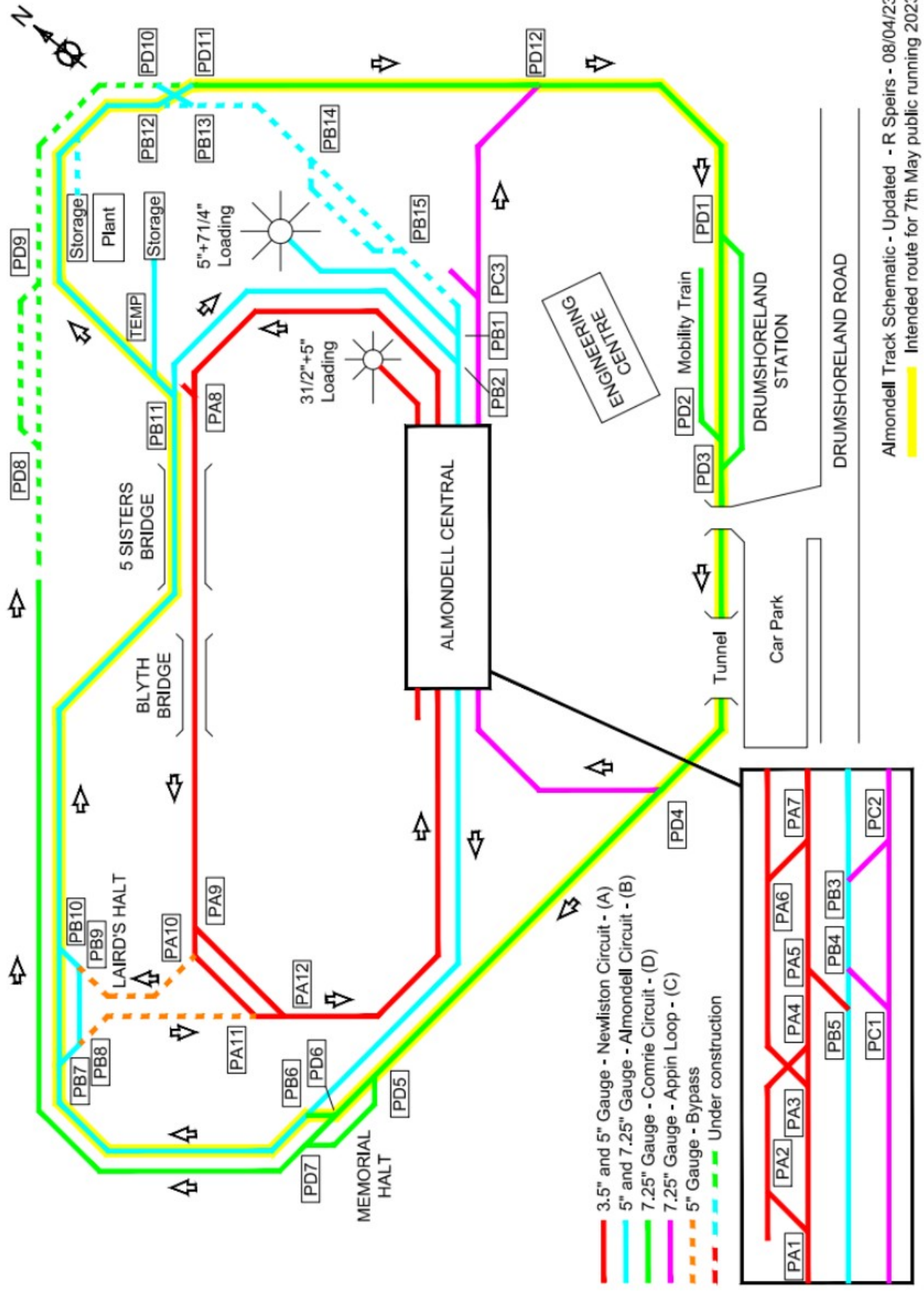
- The guard should always stay with the broken down train and keep the signallers informed of the situation by radio.

Leaving the Circuit Temporarily

Some problems, such as low steam pressure, may be solved by taking the train off the main circuit temporarily.

Suitable exits from circuit vary, depending on the running plan for the day, but two likely points are PD5 at Memorial Halt, and PB11 (see attached diagram).

- Report that you have stopped and explain the situation on the radio.
- Confirm when you have left the circuit and have reset the points for through trains.
- Keep the passengers informed about the delay, and ask them to remain seated.
- Report on the radio when you are ready to rejoin the circuit, and wait for clearance from the signallers.
- Use the red flag if necessary to stop trains approaching from behind.
- When you have rejoined the circuit, ensure that all points are again reset for through trains, and report when you are underway.



Almondell Track Schematic - Updated - R Speirs - 08/04/23
 Intended route for 7th May public running 2023