



## Work Instruction

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# Operation of Balm Road Loop Level Crossing

This Work Instruction outlines the procedures to be taken to safely operate Balm Road Loop level crossing and should be read in conjunction with the relevant Middleton Railway safety documentation.

Only competent members of staff may operate Tulip Retail Park level crossing, in line with the procedure outlined below.

### **Instructions to train crew:**

A train approaching Tulip Retail Park level crossing, from either direction, must obey any applicable stop board instructions (i.e. coming to a halt before the stop board if the gates have not been opened to rail traffic (closed to road traffic)). If the gates have been opened to rail traffic, the train may continue, approaching the crossing at caution until it can be seen that the crossing is clear and must then traverse the crossing with the minimum of delay, in line with the prevailing speed limit. The train should be brought to a halt at a suitable stopping point, and one that does not prevent the level crossing being closed to rail traffic should it be required. Depending on the length of train, this stopping point may be before the train actually enters the crossing.

Should the gates require opening to rail traffic, a member of train crew may be required to do this, and they should follow the instructions below. Should a member of crew be required to alight and/or re-join the train on the approach to, or after traversing, the level crossing, the train must come to a stand to allow this to happen.

### **Instructions to Crossing Keeper/Member of Crew/Shunter:**

The crossing keeper, member of train crew or designated shunter must ensure there is no oncoming road traffic, and then close the gates to road traffic. This must be done so as to close the gate for oncoming traffic first on each side of the railway line, and then closing the remaining gate on each side.

The gates must be secured in the closed to road traffic position to prevent unwanted movement, and must be secured in a position clear of passing trains.

Once the gates are closed to road traffic and secure, the crossing keeper, member of train crew or shunter must give a clear signal to the train driver that he may proceed to approach the crossing, and pass over the crossing, if the move requires. If there is more than one member of staff (e.g. crossing keeper & member of train crew), they must come to a clear understanding as to who will signal the train to cross and no other member of staff should attempt to make any signal to the train driver. Any person signalling to the train driver or involved in operation of the crossing must stand in a position of safety.

Once the train has fully passed over the crossing and the crossing keeper, member of train crew or shunter is satisfied that there is no danger of the train not being able to clear the crossing or of it rolling back onto the crossing, the level crossing gates should be re-opened to road traffic, in the opposite sequence as used to close the gates to road traffic.

Should there be a defect with any of the gates, either a pedestrian barrier with a red flag clearly displayed may be used in place of the gates, or the procedure for flagman at Moor Road level crossing can be adopted.