

**Procedure during operation of SSME Normanby Hall railway
when incidents, abnormal occurrences or accidents occur,
requiring attendance of the emergency services.**

**Proc. No O / 010 Summon assistance to Normanby Hall Park
SSME railway site.**



**The procedures below must be carried out and recorded in the SSME day log,
by a signature, to indicate this procedure has been satisfactorily carried out.**

- 1. By the Track Marshall & Assistant track Marshall or a person appointed
by the track Marshall, on public running days.**
- 2. At all other times by the signature of a member, authorised and competent
to undertake these duties before any running is permitted to take place,**

**Note: This procedure does not override or preclude measures that shall be conducted
as specified in any other SSME Normanby Hall railway procedures concerned with the
operation or maintenance of the railway.**

**always be the responsibility of driver, for the site, locomotive, rolling stock and track
system.**

**This procedure refers to trolleys but it also covers rolling stock that could called
carriages, trucks, or riding cars.**

IF HELP IS REQUIRED FROM THE EMEGENCY SERVICES:

It is envisaged this process will normally only be required for human casualties.

Contact should be made as soon as possible by mobile phone if possible, from the incident
location even if you need to remain in close proximity to the casualty

If possible, contact the Normanby Hall team to render immediate first aid assistance, if required

Notify the gate keeper if the emergency services have been called to site:

- Give a brief but accurate indication of what has happened.
- State the severity of the incident
- Request assistance from Normanby Hall if this has not already been carried out.
- State which services are expected to attend the site.
- Notify the gate house where the emergency services are required to attend.
- State any obstacles or restrictions to reaching the point of incident.

Stay with the casualty once assistance has been called

Notify one of the elected officers asap – numbers are available in the hut or on the SSME web
page,

If it is not necessary to vacate the site with a casualty, enter the details of the incident or
occurrence including all persons on site and the date in the logbook. If this is not possible arrange
for another member to carry out this action or complete at the next earliest opportunity.

NON-EMERGENCY INCIDENTS:

Make all areas safe if possible

If this is not possible, maintain a safe distance between all persons and the affected equipment

If electrical equipment is involved switch of the site supplies in the hut

If batteries are involved wash any acid spills or splashes away with clean tap water.

Disconnect batteries if it is safe to do so.

CONTACT AN ELECTED OFFICER - NUMBERS ARE AVAILABLE IN THE HUT OR ON THE SSME WEB PAGE.

Await assistance for removal from site, repairs or final making safe of all affected systems.

Enter the details of the incident or occurrence including all persons on site and the date in the logbook.

Normanby Hall Park phone number 01724 720588

Chairman – 07401 089848

Safety Officer - 07455008412.

Vice Chairman - 01724 343141

Normnaby Hall Country park

Scunthorpe DN15 9HU