

Reference

R2991 A7

Free and privilege rate staff travel restrictions on National Rail services

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1 Purpose

The purpose of this document is to provide information on travel restrictions for staff using free and privilege rate travel on National Rail services.

2 Scope

This document applies to all employees who are eligible for free and privilege rate travel, as described on [Employee eligibility](#) on Working at TfL. These restrictions apply from Sunday 15 May 2022 to Saturday 10 Decmeber 2022.

3 Information

Note: The contents of this document are subject to change by the Train Operating Companies at any time. For more information please contact the applicable service.

To maintain social distancing, train operators may control passenger numbers through mandatory reservations or other quota control mechanisms. These controls vary by operator and apply to those using Rail Staff Travel facilities. Check with each operator before you start your journey.

Restrictions apply to the use of both leisure and residential travel facilities unless otherwise stated.

As required by the National Rail Conditions of Travel section 6 (with the exception that privilege tickets are not available from ticket vending machines), you must buy your privilege tickets in advance before boarding the train. If you don't you will be charged the STD single fare for the journey or a penalty fare if appropriate. Where the facility to purchase a Priv ticket does not exist at the station where you start your journey, you should actively seek to obtain a ticket at the first available opportunity, either on the train or from gate-line staff, or the next available ticket office.

When you intend to purchase a Priv discounted ticket and start your journey from a station within a Penalty Fare area, a permit to travel must be obtained before boarding the train.

If you have STD class rail staff travel facilities you can only purchase tickets for travel in STD class. The only exception to this is if the TOC offers weekend First class upgrades and they are purchased on the day on board the train. Most TOCs do not allow upgrades using Seatfrog. Any exceptions are indicated in this document.

If you have First class rail facilities, you can purchase tickets for either STD or First class travel.

Only a limited number of reservations may be available for staff travel on sleeper services and this can sometimes be reduced if demand is high.

Reservations are not permitted on some TOC services, please refer to specific pages for further details.

When travelling using your staff travel facilities, priority should be given to fare-paying passengers. Whenever possible, cardholders should travel on lightly loaded trains. If a train is crowded, cardholders should allow fare-paying passengers to take seats.

Active staff and dependants must vacate seats on request in first class accommodation where fare paying passengers are standing.

Retired staff and dependants may be asked vacate their seat in First class accommodation but they do not have to.

Travel in business class is generally not allowed, see specific TOC pages for further information.

Trains shown in the passenger timetable with U or S stops cannot be used for either alighting or joining at the stations designated.

Leisure railways may not accept rail staff travel facilities on special services or event days.

If travelling in First class, you should check for restrictions on accepting complimentary refreshments. Although catering staff may offer you food and drink, you can only accept what is permitted in this document. If you do not, then you are at risk of committing a travel irregularity.

4 Codes used in 'facilities barred' and 'exceptions' columns.

Facilities barred

- A.** All first class National Rail free and privilege travel facilities (including privilege season tickets).
- B.** All first class National Rail free travel facilities.
- C.** All first class National Rail privilege travel facilities (including privilege season tickets).
- D.** All first class National Rail free and privilege travel facilities (including privilege season tickets) in first class accommodation (may be used in STD accommodation).
- E.** All STD National Rail free and privilege travel facilities (including privilege season tickets).
- F.** All STD National Rail free travel facilities.
- G.** All STD National Rail privilege travel facilities (including privilege season tickets).

Exceptions

- X.** Gold Status Passes
- Y.** Silver Status Passes.
- Z.** Blue Status Pass



Index

STD Standard class travel

Days

M Monday

T Tuesday

W Wednesday

TH Thursday

F Friday

S Saturday

SU Sunday

5 Avanti West Coast

Please note the restrictions that apply to ALL operators' services detailed above, in addition to the information below.

The following services are usually crowded. There is no specific ban on use of these services, but active and retired staff, partners and dependants are requested to avoid them where possible and use alternative services.

Train	From	To	Day s	Facilitie s	Exception s
06:45	Wolverhampton	London Euston	M-F	A,E	Nil
07:37	Glasgow Central	London Euston	F	A,E	Nil
08:36	Glasgow Central	London Euston	F	A,E	Nil
09:34	Glasgow Central	London Euston	Su	A,E	Nil
09:35	Manchester	London Euston	M-Th	A,E	Nil
09:40	Glasgow Central	London Euston	F	A,E	Nil
10:30	Birmingham New Street	London Euston	Sa	A,E	Nil
10:38	Liverpool	London Euston	Su	A,E	Nil
10:51	Edinburgh Waverley	London Euston	Su	A,E	Nil
10:59	London Euston	Birmingham New Street	Sa	A,E	Nil
11:30	London Euston	Glasgow Central	F	A,E	Nil
11:43	London Euston	Blackpool	F	A,E	Nil
11:45	Wolverhampton	London Euston	Su	A,E	Nil
11:47	Liverpool	London Euston	Su	A,E	Nil
11:52	London Euston	Birmingham New Street	Su	A,E	Nil
12:28	London Euston	Glasgow Central	Su	A,E	Nil

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12:30	London Euston	Glasgow Central	F	A,E	Nil
12:40	London Euston	Edinburgh Waverley	Su	A,E	Nil
12:45	Wolverhampton	London Euston	Su	A,E	Nil
12:51	Edinburgh Waverley	London Euston	Su	A,E	Nil
13:28	London Euston	Glasgow Central	Su	A,E	Nil
13:30	London Euston	Glasgow Central	F	A,E	Nil
18:57	London Euston	Manchester	M-W	A,E	Nil
18:57	London Euston	Manchester	Th	A,E	Nil
19:07	London Euston	Liverpool	M-Th	A,E	Nil

Lounge access

Holders of National Rail and Avanti West Coast First Class staff travel facilities may use the First Class lounge facilities.

Reservations

Seat reservations can be made at ticket offices before travel.

Customers without reservations should find an available unreserved seat or present themselves to the Train Manager who will assist in finding a suitable seat.

Catering

First class travel facilities holders may partake of complimentary tea, coffee and soft drinks on West Coast services.

Retired & Status pass holders may partake of complimentary non-alcoholic beverages , but not food.

Staff pass holders may purchase a catering voucher at £8.00 per person from the Shop. The catering voucher can only be used on the train on which it was purchased. This can be presented to the crew in First Class for the full First Class menu offering for the train you are travelling on, excluding alcoholic drinks. The full First Class menu offering is not available if First Class staff travel facilities holders are travelling in Standard Premium accommodation.

Standard Premium accommodation

Standard Premium accommodation is currently only available as an advance purchase ticket or as an on-board upgrade for members of the public and at the moment is not available for purchase by holders of any Staff Travel Facilities.

First Class accommodation remains available to holders of First Class staff travel facilities. Holders of First Class staff travel facilities are welcome to sit in Standard Premium if First Class is busy. Reservations can be made at the ticket office before travel.



6 C2C

The only restrictions that apply are those applicable to ALL operator services detailed above.

7 Caledonian Sleeper

Please note the restrictions that apply to ALL operator services detailed above in addition to the information below.

Caledonian Sleeper does not have any service specific restrictions.

The number of free places is limited per service and once this allocation is exhausted staff may still purchase 75% discounted tickets. However any free or 75% discounted ticket reservations can only be made 12 weeks before the train operates.

Holders of STD class facilities can only travel in Classic accommodation. Holders of First Class facilities can travel in either Club or Classic accommodation.

There is no free or discounted travel in Caledonian Double or the overnight seated accommodation.

Rail staff may use either Free or discounted travel on daytime legs between: Kingussie – Inverness, Edinburgh – Fort William and Fort William – Edinburgh. Reservations are mandatory but this can only be made up to 7 days before travel. This applies to all travel facilities including 75% discounted tickets, season tickets or residential passes.

8 Chiltern Railways

Please note the restrictions that apply to ALL operator services detailed above in addition to the information below.

The Business Zone accommodation on selected services is not First Class accommodation, but an additional facility available to all staff travel facilities holders upon payment of the full public supplement (currently £15 off-peak/£30 peak).

9 CrossCountry

Please note the restrictions that apply to ALL operator services detailed above in addition to the information below.

CrossCountry services to avoid

The following services are usually crowded. There is no specific ban on use of these services, but active and retired staff, partners and dependants are requested to avoid them where possible and use alternative services.

Train	From	To	Days	Facilities	Exceptions
1203	Birmingham New Street	York	M-F	A,E	Nil
1053	Taunton	York	M-F	A,E	Nil
1603	Birmingham New Street	Derby	M-F	A,E	Nil
1703	Birmingham New Street	York	M-F	A,E	Nil
1657	Birmingham New Street	Manchester	M-F	A,E	Nil
1804	Birmingham New Street	Leamington Spa	M-F	A,E	Nil
1712	Birmingham New Street	Nottingham	M-F	A,E	Nil
0921	Sheffield	Newcastle	Sat	A,E	Nil
0903	Birmingham New Street	Newcastle	Sat	A,E	Nil
1803	Birmingham New Street	Leeds	Sat	A,E	Nil
1112	Birmingham New Street	Exeter St Davids	Sat	A,E	Nil
0927	Manchester Piccadilly	Oxford	Sat	A,E	Nil
1127	Manchester Piccadilly	Birmingham New Street	Sat	A,E	Nil
1827	Manchester Piccadilly	Leamington Spa	Sat	A,E	Nil
0907	Nottingham	Birmingham New Street	Sat	A,E	Nil
1231	York	Newcastle	Sun	A,E	Nil
1431	York	Newcastle	Sun	A,E	Nil
1703	Birmingham New Street	Newcastle	Sun	A,E	Nil
1839	Newcastle	Leeds	Sun	A,E	Nil
1527	Manchester Piccadilly	Reading	Sun	A,E	Nil
1627	Manchester Piccadilly	Reading	Sun	A,E	Nil
1727	Manchester Piccadilly	Oxford	Sun	A,E	Nil

Reservations on CrossCountry services

CrossCountry strongly advise that you book in advance and reserve a seat on a specific train.

To reserve a seat before the day of departure, either

- make a reservation when purchasing a ticket at a ticket office, or
- call CrossCountry Customer Relations on 03447 369 123 choosing option 3 to get through to the in-house team (Monday to Friday 08.00 to 20.00, or Saturday and Sunday 08.00 to 16.00),
- or e-mail: customer.relations@crosscountrytrains.co.uk or contact our Social Media team on twitter @crosscountryuk.

Should a reservation not be possible, where available Coach B & F on Voyagers, Coach B on Turbostars and Coach F on HSTs will be left unreserved.



For reservations on the day, use the CrossCountry Ten Minute Reservation service.

See www.crosscountrytrains.co.uk/tickets/ten-minute-reservations

For Duty Travel, the following areas are pre-reserved for staff travelling with rail staff travel duty facilities

- Voyager Coach D seats 03-10
- HST Coach G seats 01-08
- Turbostar Coach C seats 46-59

Catering on CrossCountry services

Acceptance of alcohol or complimentary food is not permitted on any CrossCountry service.

Active and retired staff with First Class travel facilities may partake of complimentary tea, coffee and soft drinks **except** on the following routes where Turbostar rolling stock operate and catering is provided by an external supplier.

Services between:

- Cardiff, Gloucester, Birmingham and Nottingham
- Birmingham, Leicester, Peterborough and Stansted Airport.

10 East Midlands Railway

Please note the restrictions that apply to ALL operator services detailed above in addition to the information below.

East Midlands Railway services to avoid

Passenger demand is still building back from the pandemic and new demand trends will take a while to understand in full, however the services below are expected to be busy. There is no specific ban on the use of these services, but active and retired staff, partners and dependants are requested to use alternative services where possible.

Train	From	To	Days	Facilities	Exceptions
15.32	London St Pancras	Sheffield	M-F	A,E	Nil
17.12	Nottingham	London St Pancras	M-F	A,E	Nil
19.02	London St Pancras	Sheffield	M-F	A,E	Nil
19.05	London St Pancras	Nottingham	M-F	A,E	Nil
10.12	Nottingham	London St Pancras	M-F	A,E	Nil
11.56	Norwich	Liverpool	F	A,E	NIL
08:44	Nottingham	Liverpool	Sat	A,E	NIL

On special non-timetabled loco-hauled services that EMR may operate from time to time, rail staff travel facilities will not be valid.



Reservations on East Midlands Railway

Reservations are available on the vast majority of EMR Intercity services (Sheffield/Nottingham – London). EMR Connect (Corby – London), Liverpool – Norwich and Nottingham – Skegness services will only take bookings with non-assigned seats. All other EMR routes are non-reservable.

Active First Class pass holders and their dependants may not book seats in advance. This restriction does not apply to retired staff and their dependants.

Catering on East Midlands Railway

First Class travel facility holders must not accept the complimentary wine, fruit juice, breakfast and snacks, but are welcome to accept complimentary tea, coffee and mineral water. Snacks and other items are also available to purchase on-train.

Lounge access

First Class lounges are not available to First Class travel facility holders before 09.00.

11 Gatwick Express

The only restrictions that apply are those applicable to ALL operators' services detailed above.

12 Grand Central

The only restrictions that apply are those applicable to ALL operators' services detailed above.

13 Greater Anglia

Please note the restrictions that apply to ALL operator services detailed above in addition to the information below.

Reservations on Greater Anglia

Active staff and dependants must not make First or STD seat reservations on any service booked to arrive in London before 10.00, or to depart London between 16.00 and 19.00 (inclusive) on Mondays to Fridays. This restriction does not apply to retired staff and dependants.

Catering on Greater Anglia

On trains with a café bar service, rail industry colleagues can obtain a discount on selected catering items on presentation of a valid staff travel pass.

The complimentary refreshments served in First Class or from the café bar on InterCity services are not available to staff travel holders regardless of the level of facilities held.

14 Great Northern

The only restrictions that apply are those applicable to ALL operators' services detailed above.

15 Great Western Railway

Please note the restrictions that apply to ALL operators' services detailed above, in addition to the information below.

Great Western Railway services on which a staff travel restriction applies

Train	From	To	Days	Facilities	Exceptions	Notes
All	Taunton	Bishops Lydeard	All	A,E	None	GWR/West Somerset joint operated service. Staff travel facilities not valid.
All	Bishops Lydeard	Taunton	All	A,E	None	GWR/West Somerset joint operated service. Staff travel facilities not valid.

Great Western Railway services to avoid

The following services are usually crowded. There is no specific ban on use of these services, but active and retired staff, partners and dependants are requested to avoid them where possible and use alternative services.

Train	From	To	Days	Facilities	Exceptions	Notes
07:24	Worcester Shrub Hill	London Paddington	M-F	A,E	Nil	Applies between Swindon and Paddington only
16.18	London Paddington	Swansea	M-F	E	Nil	Applies between Paddington and Bristol Parkway only
16.30	London Paddington	Cheltenham Spa	M-F	A,E	Nil	Applies between Paddington and Kemble only

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16.33	London Paddington	Taunton	M-F	E	Nil	Applies between Paddington and Chippenham only
18.58	London Paddington	Hereford	M-F	E	Nil	Applies between Paddington and Oxford only
19.02	London Paddington	Bristol	M-F	E	Nil	Applies between Paddington and Swindon only
19.18	London Paddington	Swansea	M-F	E	Nil	Applies between Paddington and Swindon only

Seatfrog upgrades on Great Western Railway services

On GWR services, Seatfrog upgrades are permitted for Rail Staff Travel facilities holders.

Reservations for Duty Travel on Great Western Railway

Please board the train and socially distance from other passengers mindful of the fact that the train may be fully reserved.

Reservations for Residential and Leisure Travel on Great Western Railway

A seat reservation is recommended if travelcounted-place reservation should be made if travelling on long-distance services operated by InterCity Express Trains (IETs).

Catering on Great Western Railway

First class free pass facilities holders may partake of complimentary tea, coffee, hot chocolate, water and biscuits on Great Western Railway services.

However, regardless of the type of free First Class staff travel facilities held, acceptance of other complimentary food items, fruit juice, fizzy or alcoholic drinks is not permitted.

Travel facilities holders who have Priv discounted First Class tickets, a Seatfrog upgrade, or at weekends who have purchased a Weekend First upgrade, are entitled to partake of the full complimentary catering offer.

16 Heathrow Express

Please note the restrictions that apply to ALL operators' services detailed above.

17 Hull Trains

Please note the restrictions that apply to ALL operators' services detailed above, in addition to the information below.



Hull Train services on which a staff travel restriction applies

Train	From	To	Days	Facilities	Exceptions	Notes
06.05	Beverley	London Kings Cross	M-Th	A,E	Nil	Applies if travelling to Retford, Grantham or London Kings Cross only.
18.48	London Kings Cross	Beverley	Fr	A,E	Nil	Applies if joining at London Kings Cross only.

Hull Trains services to avoid

The following services are usually crowded. There is no specific ban on use of these services, but active and retired staff, partners and dependants are requested to avoid them where possible and use alternative services.

Train	From	To	Days	Facilities	Exceptions	Notes
15.48	London Kings Cross	Beverley	M-F	A,E	Nil	15.48
12.50	London Kings Cross	Hull	Su	A,E	Nil	Applies if boarding at London Kings Cross only
08.59	Hull	London Kings Cross	Su	A,E	Nil	08.59
14.48	London Kings Cross	Hull	Su	A,E	Nil	Applies if boarding at London Kings Cross only
16.27	London Kings Cross	Hull	Su	A,E	Nil	Applies if boarding at London Kings Cross only

Reservations on Hull Trains

Reservations are not possible for staff. Standard class pass holders should board the train using Carriage A. All seats in Carriage A will be unreserved.

First Class pass holders should use any seat marked available.

Catering on Hull Trains

Holders of First Class staff passes may partake of complimentary tea, coffee, water and biscuits/light snacks as available. However, acceptance of any other food or drink is not permitted unless a catering voucher has been purchased on board that train from the Onboard Manager; the receipt for this should be retained and shown to the First Class host.

Vouchers purchased on one train are not valid for use on another, and are not refundable. In all cases, priority of stock will be given to full fare paying customers, and the provision of food and drink to holders of staff passes and Priv discounted tickets is not guaranteed for shorter journeys, although every effort will be made to serve all passengers.

Staff and their dependents who have purchased PRIV discounted First Class fares, or a Weekend First upgrade, are entitled to partake of the full catering offer without the need to purchase the voucher.

18 London North Eastern Railway – LNER

Please note the restrictions that apply to ALL operators' services detailed above in addition to the information below.

General Restrictions

You can make First Class reservations if you hold 1st Class Rail Staff Travel facilities however seats are subject to availability.

Passengers are asked to sit in their assigned seat according to their reservation.

If you are travelling on a connecting service and miss your booked LNER service, you need to rebook on the next service before boarding.

Duty & Residential Travel on LNER services

Reservations are recommended. Should a reservation not be possible, it is likely that the train is fully booked, however staff can board the train and head towards **Coach C*** where there may be some non reservable capacity.

Half of all remaining seats in Coach C will be non-reservable (indicated by green lights) on all Azuma services for the Summer timetable. On bank holidays however, all seats in Coach C will be made non-reservable on InterCity 225s & Azuma 9 and 10 car Sets only.

Free Rail Staff leisure facilities on LNER services

A reservation is highly recommended for those using Free Rail Staff Travel leisure facilities.

Travel in First Class accommodation is permitted according to the holder's pass type and eligibility.

Priv rate Rail Staff leisure facilities on LNER services

A seat reservation is highly recommended for those using Priv rate Rail Staff Travel leisure facilities, this includes leisure travel on Priv rate Season tickets..

How to make reservations on LNER services

There are four options to reserve a seat:

- Online at www.lner.co.uk/reserve. You will need to create an LNER account to do this. Once you have selected your train, you will need to enter "Staff" into the box which requests the ticket number.

- LNER Mobile app
- Station Travel Centres and Ticket Offices
- LNER Customer Solutions Centre

If you make a reservation and then choose not to travel you should cancel your reservation to ensure availability for another customer. This is a simple process via the LNER app or online at www.lner.co.uk, if this is where the original reservation was

Catering on LNER services

First Class free travel facilities holders may partake of tea, coffee, water fruit juice, biscuits and savoury snacks. Catering vouchers can also be purchased for £5.00 from the Café Bar which will enable passengers to partake of the full LNER catering offer.

For passengers travelling using First Class LNER leisure boxes, the complimentary food offer is also available, however fare paying passengers should be prioritised. This offer does not include alcoholic drinks unless a catering voucher has been purchased in advance from the Café Bar. In all cases the voucher should be handed to the member of the on-board crew before ordering or accepting food or drink. Vouchers are only valid for the service on which they were purchased.

Seatfrog upgrades on LNER services

On LNER services, Seatfrog upgrades are permitted for Rail Staff Travel facilities holders. This will entitle the holder to partake of the full catering offer without the need to purchase a catering voucher.

19 London Northwestern Railway

Please note the restrictions that apply to ALL operators' services detailed above in addition to the information below.

20 Lumo

Please note the restrictions that apply to ALL operators' services detailed above in addition to the information below.

21 Merseyrail

The only restrictions that apply are those applicable to ALL operators' services detailed above.

22 Northern

Please note the restrictions that apply to ALL operators' services detailed above in addition to the information below.

You must purchase a ticket before boarding. If this is not possible then you need to obtain a 'promise to pay' ticket from the TVM (Ticket Vending Machine) if one is available at the station.



23 ScotRail

Please note the restrictions that apply to ALL operators' services detailed above in addition to the information below.

Scotrail services to avoid

The following services are usually crowded. There is no specific ban on use of these services, but active and retired staff, partners and dependants are requested to avoid them where possible and use alternative services.

Train	From	To	Days	Facilities	Exceptions
09:04	Aberdeen	Edinburgh	Sat	A,E	Nil
09:44	Aberdeen	Glasgow Queen St	Sat	A,E	Nil
08:45	Inverness	Glasgow Queen St	Sat	A,E	Nil
16:04	Aberdeen	Edinburgh	Fri	A,E	Nil
13:50	Aberdeen	Glasgow Queen St	Fri	A,E	Nil
15:35	Aberdeen	Glasgow Queen St	Fri	A,E	Nil
15:30	Edinburgh	Aberdeen	Fri	A,E	Nil
09:42	Dundee	Edinburgh	Sat	A,E	Nil
10:40	Dundee	Edinburgh	Sat	A,E	Nil
11:40	Dundee	Edinburgh	Sat	A,E	Nil

Reservations on Scotrail services

Active staff and dependants must not make First Class seat reservations on Mondays to Fridays. Please make use of any unreserved seats, unless they are required by fare paying customers. This restriction does not apply to retired staff and their dependants.

Catering on Scotrail services

We've temporarily withdrawn all on board hospitality services from our trains. If you are traveling with us, we'd encourage you to bring your own food and drink or buy from station retailers before boarding.

24 Southeastern

The only restrictions that apply are those applicable to ALL operators' services detailed above.

25 Southern

The only restrictions that apply are those applicable to ALL operators' services detailed above.

26 South Western Railway

The only restrictions that apply are those applicable to ALL operators' services detailed above.

27 Stanstead Express

The only restrictions that apply are those applicable to ALL operators' services detailed above.

28 Thameslink

The only restrictions that apply are those applicable to ALL operators' services detailed above.

29 Trans Pennine Express

Please note the restrictions that apply to ALL operators' services detailed above, in addition to the information below.

Reservations on TransPennine Express services

First Class seat reservations for active staff and dependants are not permitted. This restriction does not apply to retired staff and their dependants.

30 Transport for Wales

Please note the restrictions that apply to ALL operators' services detailed above, in addition to the information below.

Capacity on Transport for Wales services

For information on how busy Transport for Wales services are, please visit the **Capacity Checker** tool [tfwrail.wales/planning-ahead/capacity-checker](https://www.tfwrail.wales/planning-ahead/capacity-checker), which provides typical use of our services in 30-minute windows.

Reservations on Transport for Wales services

Business Class seat reservations for active and retired staff are not permitted.

Catering on Transport for Wales services

Meals can be purchased on the day of travel from on-board staff (where facilities exist).

Where seats are available, holders of STD Class travel facilities may travel in Business Class accommodation upon payment of the relevant upgrade for the journey being made. Meals can then be purchased on the day of travel from on-board staff (where facilities exist).

31 West Midlands Trains

The only restrictions that apply are those applicable to ALL operators' services detailed above.

32 Stena Line

There are no specific restrictions for Stena services, although rail staff travel facilities may be unavailable during this time. Services must be booked in advance and you should always contact the operator before the date of your intended trip.

Reservations are compulsory on all sailings.

Anyone wishing to travel should telephone Stena Line in advance on 08448 471471 to make a booking. Please note that bookings cannot be made at the port on the day of departure.

33 Wightlink – Isle of Wight Services

Travel facilities are available only to staff who entered the service prior to 1 April 1985.

There are no specific restrictions for Wightlink, although rail staff travel facilities may not be available during this time.

Please check with the operator before the date of your intended trip.

Person accountable for this document

Record the Band 4 or 5 manager accountable for keeping this document up to date.

Name	Job title
Martin Boots	Head of Employee Relations

Abbreviations

Abbreviation	Meaning
STD	Standard

References

List any TfL or external documents that you have referred to.

Document no.	Title or URL
Working at TfL	Employee eligibility

Document history

Issue no.	Date	Changes	Author
A1	September 2017	Document converted from guidance and supersedes G2174 with minor updates to content. Change No. 05904.	Grizelda Hafter
A2	December 2017	Updated for winter 2017/18 travel restrictions. CR-10116.	Tracy Robson
A3	May 2018	Updated for Summer 2018 travel restrictions. CR-10604.	Tracy Robson
A4	July 2018	References to Virgin Trains East Coast updated following transfer to LNER. Change No. CR-10728.	Tracy Robson

A5	January 2019	Updated for winter 2018/19 travel restrictions.	Tracy Robson
A6	May 2019	Updated for summer 2019 travel restrictions. CR-11460.	Tracy Robson
A7	December 2019	Updated for Winter 2019-2020. CR-12171.	Tracy Robson

