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FOXDENTON

INSTRUCTIONS FOR USE

Codes 8011-8015

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1.0 INTRODUCTION

Thank you for choosing the Smirthwaite Foxdenton Chair.

The Foxdenton is a basic classroom chair for children from the age of 3 years old who require minimal levels of postural support when seated. The Foxdenton chair has been purposely created to ensure your child feels more included whilst in their classroom environment.

	IMPORTANT! **These instructions should be read by all therapists and carers using the equipment and should be retained for future reference. The product should always be used under adult supervision.** **Any incorrect use of the product and failure to follow the instructions may put the user at risk or impede the function.** **This product has been designed and manufactured specifically and solely for use by clients with special needs.**

2.0 ILLUSTRATION OF YOUR FOXDENTON CHAIR

A. Seat board
B. Side supports
C. Footrest fittings
D. Foot straps
E. Footrest

2.1 TECHNICAL DATA

SIZE	1	2	3	4	5
CODE	8011	8012	8013	8014	8015
Dimensions					
Seat Height (mm)	300	340	380	390	430
Seat Width (mm)	120-240	140-260	180-310	200-380	200-380
Seat Depth (mm)	255	285	320	365	365
User Weight (kg)	20	35	45	70	80

Backrest Codes

SIZE	1	2	3	4	5
40mm	BK137	BK138	BK139	BK140	BK141
60mm	BK142	BK143	BK144	BK145	BK146

3.0 FOR YOUR SAFETY

STOP!

LAP STRAPS & HARNESSES SAFETY NOTICE
Lap straps and harnesses must be appropriate and safe for the user and the users clothing.
Lap straps and harnesses must be checked every time the chair is used to ensure they are fitted as prescribed by the clinician, take account of the users clothing and are tightened so that the user cannot sustain injury.
Checking the fit of lap straps and harnesses must be done with the user in the chair and should be undertaken as soon as the users sits in the chair.

STOP!

Please read these instructions CAREFULLY and THOROUGHLY.

- The user should **NOT** be left unattended whilst in the chair. Always ensure a responsible therapist or carer is in attendance.
- If you believe the chair or any fitted accessory to be faulty at any time, **DO NOT USE**
- The therapist should be familiar with the methods of adjustment and have completed all adjustments appropriately to meet the needs of the child before transferring the child into the chair.
- The chair is **ONLY** to be used indoors on a flat level surface.
- **DO NOT** EXCEED USER MAXIMUM WEIGHT LIMITS.
- Always fasten the straps provided with the seat.
- Regular maintenance checks and cleaning are essential for the safe use of this equipment (see Section 7.0 Care and Maintenance).
- Always keep this product away from naked flames, cigarettes and sources of heat including open fireplaces, radiators, heaters.
- **DO NOT** fit parts or accessories of other manufacturers to this product unless authorised to do so in writing by G&S Smirthwaite Ltd. Failure to follow these instructions will not only invalidate the guarantee but could make the seat dangerous to use.
- G&S Smirthwaite Ltd will not accept liability for any injury or damage incurred through such malpractices. Any repairs required must be carried out by G&S Smirthwaite Ltd authorized personnel.

4.0 UNPACKING YOUR SEAT

	STOP! **If in any doubt, ALWAYS seek ADVICE.** **Always turn hand wheels, levers and screws clockwise to tighten or anti-clockwise to loosen.**

- When delivered, the seat will be supplied fully assembled except for the attachment of any special accessories ordered.
- If your order has been supplied as a custom kit, please ensure you follow both the instructions documented in this IFU **and** any additional instructions supplied.
- Please take note of any instructions on the packaging/box when unpacking.
- Once the seat has been carefully unpacked, please check all parts.

	STOP! **If you believe this product to be faulty – DO NOT USE**

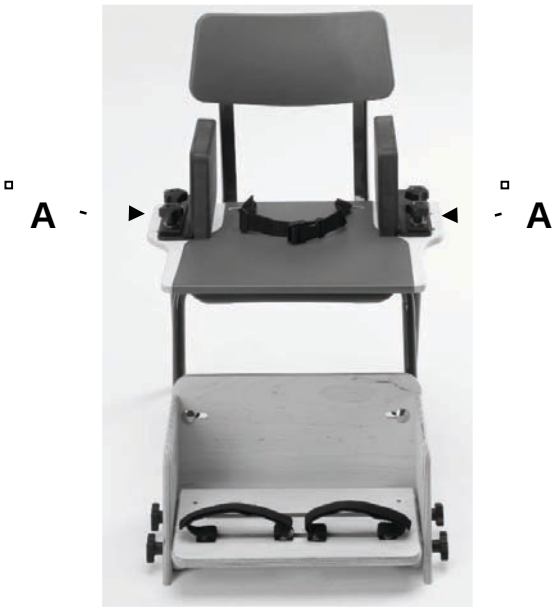
5.0 SETTING UP AND ADJUSTING YOUR CHAIR

	STOP!
	If in any doubt, ALWAYS seek ADVICE. **Always turn hand wheels, levers and screws clockwise to tighten or anti-clockwise to loosen. The chair must be fully adjusted by a therapist or trained representative before use.**

5.1 SIDE SUPPORTS

The side supports can be adjusted for Width, Depth and Angle.

- Loosen handwheels (A) on one or both support sides
- With the handwheels loose, each side can be easily adjusted for width, depth and angle.
- Tighten handwheels (A) when the desired position of each side support is achieved.



Side supports can be adjusted through slot range to provide depth, width and angle adjustment

5.2 FOOTREST

The footrest height can be adjusted

- Loosen handwheels (B) on both sides of the footrest
- With the handwheels loose, adjust the footrest height.
- Tighten handwheels (B) when the desired position is achieved.
- The footrest can also be rotated into vertical position to ease transfer into the chair. Simply loosen from two handwheels (B) to disengage and rotate as shown below

Footrest set high

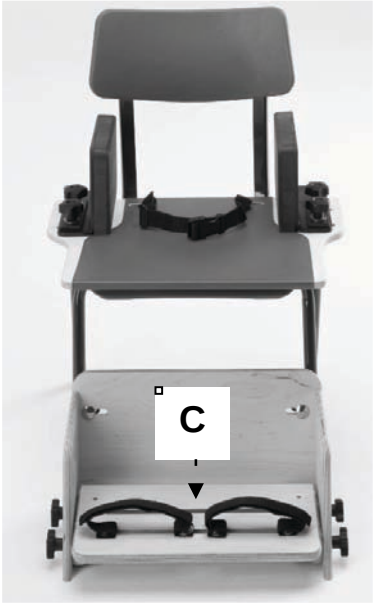
Footrest set low

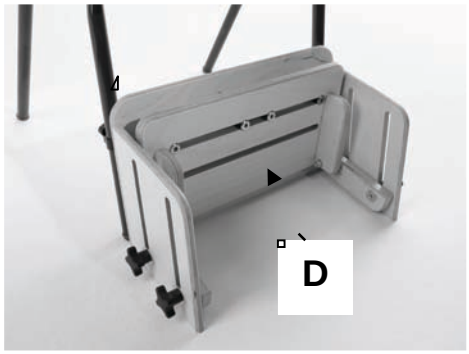
Footrest flipped vertically to ease transfer

5.3 FOOTSTRAPS

The foot straps can be adjusted for width and depth

- Loosen screws (C) on one or both foot straps
- With the screws loose, each strap can be easily adjusted for width.
- The foot strap depth can be changed by removing screws (C) and relocating the strap to the next slot on the footrest (D).
- Tighten screws (C) when the desired width and depth is achieved.

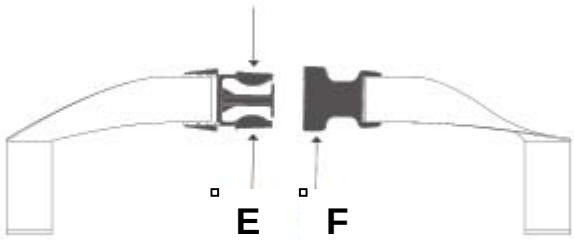




5.6 PELVIC LAP STRAP

Buckle Strap (Standard)

- The buckle is secured by pushing (E) into (F).
- To release the buckle, press both sides of (E)
- The strap length can be altered by adjusting the tri-glide



6.0 ASSEMBLY OF SEPARATE COMPONENTS

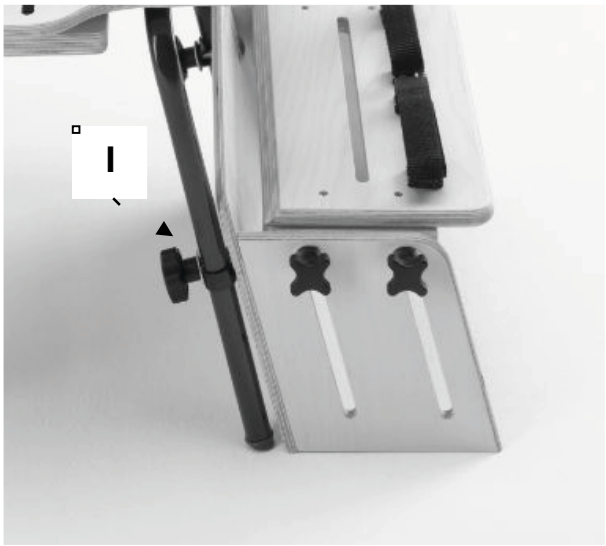
	STOP!
	If in any doubt, ALWAYS seek ADVICE **Always turn handwheels and screws clockwise to tighten or anti-clockwise to loosen. The chair must be fully adjusted by a therapist or trained representative before use.**

6.1 FITTING SEAT TO CHAIR

- If a Lapstrap or side supports are to be fitted, fit these to the seat board first.
- The seat board (G) is attached to the chair by two threaded screws, which pass through a batten (H) that fits under the chair.
- The batten has cut-outs that locate on the chair frame, to keep the seat in place – make sure the seat is correctly located before tightening any screws.

6.2 FITTING THE FOOTREST

- The footrest is attached to the chair buy two clips (I), located on the front chair legs.
- To fit, firstly remove the clips from the footrest and slide onto each front chair leg.
- Ensure the holes in each clip are facing forward.
- With the chair and footrest on a flat/level surface, bolt the footrest to the chair through the slots in the footrest.
- Ensure the sides of the footrest are resting on the floor.



6.3 FITTING THE SIDE SUPPORTS

- The seat board needs to be detached from the chair to fit the two side supports
- The side supports are attached to the seat board by two threaded knobs (J) that pass through the slots in the board.
- The threaded knobs are secured into bolts – please ensure that the washers are fitted when assembling the side supports

6.4 FITTING THE BACKREST

- At the lower edge of the backrest there are two tongues
- Locate these into the two slots found at the back of the seat board
- Secure the strap around the back of the chair, passing it below the back support.

7.0 CARE AND MAINTENANCE

	IMPORTANT!
	Cleaning is recommended on a regular basis

- Clean upholstery and wooden parts with a damp cloth and mild detergent
- Stubborn marks on wood work should be cleaned by using a soft brush.
- Do not soak or immerse the chair in water.
- The pelvic strap can be cleaned with a damp cloth. In cases of extreme soiling it can be machined washed at low temperature with mild detergent but must be drip dried.
- Store the seat in a cool dry place out of direct sunlight.
- DO NOT use bleach, solvents, abrasives, synthetic detergents, wax polishes, antibacterial sprays or wipes.
- For further information please refer to MHRA or your NHS cleaning guidelines.

7.1 DAILY CHECKS

- Check all parts for signs of wear and tear or damage.
- Check all straps for fraying, and that buckles are not missing/damaged
- If using a footrest, check it is securely fixed to the chair frame and has no loose or missing parts.
- If using a backrest, check it is securely fixed to the chair frame and has no damaged or missing parts.
- Check the side supports are fixed securely, and that all knobs/screws/washers are present.

	STOP!
	The user should not be seated while the checks are carried out.

7.2 SERVICE INTERVAL

The Foxdenton chair should be serviced every 3 years. Servicing must only be undertaken by a Smirthwaite service engineer, or by a Smirthwaite trained representative.

7.3 NOMINAL SERVICE LIFE

Your product has a nominal service life of 12 years, during which full post-sales support will be available with regard to spares and servicing.

Product service life has been determined based upon the design complexity of product, and the anticipated exposure to normal use.

Good practice dictates all Smirthwaite products have been designed and manufactured to high levels of safety and quality, and will meet requirements of normal use when maintained in line with our servicing recommendations.

STOP!

If the product has been out of use for an extended period of time (6 months or more) it should always be serviced prior to being reissued.

If the product has been subjected to 'heavy' or 'constant' use, the service should be reduced to half the recommended period.
Constant and/or heavy use is considered to be:

- Daily use above 7 hours duration
- Weekly use above 5 days duration
- Monthly use above 10 months per year
- Use by a client who is at 90% to 100% of the maximum weight limit of the product. The maximum weight limit must **NEVER** be exceeded
- Use by a client who is extremely active, either voluntarily or involuntarily

7.4 EXTENDING NOMINAL SERVICE LIFE

At Smirthwaite we are proud to produce products that have a reputation for quality and durability.

We believe our products have the potential to provide benefits to our clients beyond the nominal service life documented above.

We will continue to provide full support beyond the nominal service life provided the following conditions are met:

1. A full service schedule has been maintained. (Please refer to Page 14)
2. A full service and inspection is undertaken at the end of the nominal service life period
3. The product is subsequently serviced annually (or biannually if under 'heavy/constant' use conditions)
4. Smirthwaite reserve the right to limit support where parts/components are no longer available

7.5 DOCUMENTATION/RECORDS

- It is the responsibility of the current equipment owner to ensure the 'Instructions for Use' manual and any further manuals for accessories fitted to the equipment are handed over to the new owner at the time of exchange/sale

- It is the responsibility of the current equipment owner to ensure the service and inspection record form is kept up to date

7.6 PRODUCT CONFIGURATION

- Smirthwaite will document and maintain a record of the original product configuration at the time of first sale

- Smirthwaite will not be held responsible for any subsequent changes to this configuration unless authorized to do so in writing by G&S Smirthwaite Ltd

- It is the equipment owner's responsibility to maintain their own records of changes to the equipment configuration and to be able to provide such records to subsequent owners to maintain traceability

- We recommend an inspection/service by a Smirthwaite Service Engineer (or Smirthwaite trained engineer) whenever a significant change is made to product configuration to ensure the product is safe to use. **If in any doubt, ALWAYS seek ADVICE**

	IMPORTANT REMINDER! **DO NOT** fit parts or accessories of other manufacturers to this product unless authorized to do so in writing by G&S Smirthwaite Ltd. Any servicing or repairs required must be carried out by G&S Smirthwaite Ltd (or a Smirthwaite trained engineer). **If you believe this product to be faulty – DO NOT USE** **If in any doubt, ALWAYS seek ADVICE.**

8.0 WARRANTY & SERVICE

Smirthwaite warrants the products detailed on your order to be free from defects in materials and workmanship for a period of 2 years from date of delivery.
Possible action may be for us to arrange to send out one of our Service Engineers, or have the goods returned to us.

Should a repair not be possible within the guarantee period we will replace the product for new or nearest equivalent product. In the unlikely event that we cannot repair or exchange we will refund in full. This guarantee is for the UK only. The warranty excludes faults due to accident, neglect, misuse, not following the Instructions and normal wear and tear. This guarantee is in addition to your legal rights. Goods will only be collected from the original delivery address.
A charge may be made where the goods cannot be repaired under the terms of the warranty.

9.0 CONTINUOUS IMPROVEMENT

G & S Smirthwaite Ltd are committed to continuous improvement to their product range.

G&S Smirthwaite Ltd reserve the right to change the specification or material without prior notice.

10.0 SERVICE INSPECTION

10.1 Product Information

Model	
Size	
Date of Manufacture	
Serial Number	
Final Inspection	

10.2 Service & inspection record form:

Date	Procedure	Service Personnel

CE

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