

06/17



CHAILEY Toilet Seat

INSTRUCTIONS FOR USE

Codes 8301-8309



CONTENTS	PAGE
1.0 INTRODUCTION	1
2.0 ILLUSTRATION & TECHNICAL DATA	2
3.0 FOR YOUR SAFETY	3
4.0 UNPACKING YOUR SEAT	4
5.0 PREPARATIONS FOR USE	5
6.0 HOW TO USE YOUR CHAILEY TOILET SEAT	8
7.0 CARE & MAINTENANCE	9
8.0 WARRANTY & SERVICE	12
9.0 CONTINUOUS IMPROVEMENT	13
10.0 SERVICE INSPECTION	14

1.0 INTRODUCTION

Thank you for choosing the Smirthwaite Chailey Toilet & Showering Seat.

The Chailey Toilet Seat is designed to provide support and stability for children who are unable to sit independently on a standard toilet. The seat's contoured design gives your child greater postural support and comfort. Its shape ensures the pelvis is held securely in a position that facilitates bowel movement so that effective toileting is achieved.



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.

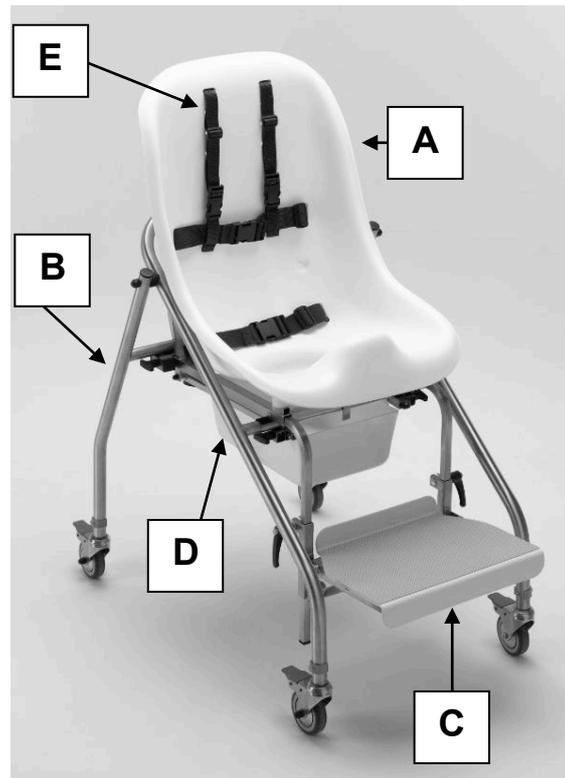
Any incorrect use of the product and failure to follow the instructions may put the user at risk or impede the function. If you have any queries using this product or wish for further copies, please do not hesitate to contact Customer Service department on T: +44 (0) 1626 835552.

This product has been designed and manufactured specifically and solely for use by clients with special needs.



2.0 ILLUSTRATION OF YOUR CHAILEY TOILET SEAT

- A. Seat
- B. Mobile base
- C. Adjustable footrest (standard with mobile base)
- D. Potty (optional accessory)
- E. Full strap harness



2.1 TECHNICAL DATA

Chailey Seat

SIZE	1	2	3
CODE	8301	8302	8303
Dimensions			
Seat Depth (mm)	280	380	400
Seat Width (mm)	270	300	400
Back Height (mm)	480	600	580
User Weight (kg)	45	60	75
Shipping Weight (kg)	11	15	17

Mobile Frame

SIZE	1	2	3
CODE	8307	8308	8309
Dimensions			
Seat to footplate (mm)	200-360	280-440	280-440
Bottom of seat to floor (mm)	490-540	490-540	490-540
Folding Frame (mm)	950x490x280	980x560x300	980x560x300
User Weight (kg)	45	60	75
Shipping Weight (kg)	19	23	24



3.0 FOR YOUR SAFETY



STOP!

Please read these instructions CAREFULLY and THOROUGHLY

- The user should **NOT** be left unattended whilst in the seat. Always ensure a responsible therapist or carer is in attendance.
- Suitability of this product to the child's needs, correct adjustment and maintenance are the responsibility of the professional care team.
- Check that the seat is securely attached to the toilet or mobile base before transferring the child into the seat – check castors are **LOCKED** before transfer into a chair fitted with a mobile base.
- The seat is **ONLY** to be used indoors on a flat level surface.
- The mobile base is intended to assist maneuverability only; it is not designed for mobility purposes (room to room).
- **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 6.0 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 Smirthwaite Ltd. Failure to follow these instructions will not only invalidate the guarantee but could make the seat dangerous to use.
- Smirthwaite Ltd will not accept liability for any injury or damage incurred through such malpractices. Any repairs required must be carried out by Smirthwaite Ltd authorised personnel.



STOP!

LAP STRAPS & HARNESSSES 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!

If you believe this product to be faulty – DO NOT USE – Contact Smirthwaite Ltd on T: +44 (0) 1626 835552

4.0 UNPACKING YOUR SEAT

- 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.



5.0 PREPARATIONS FOR USE



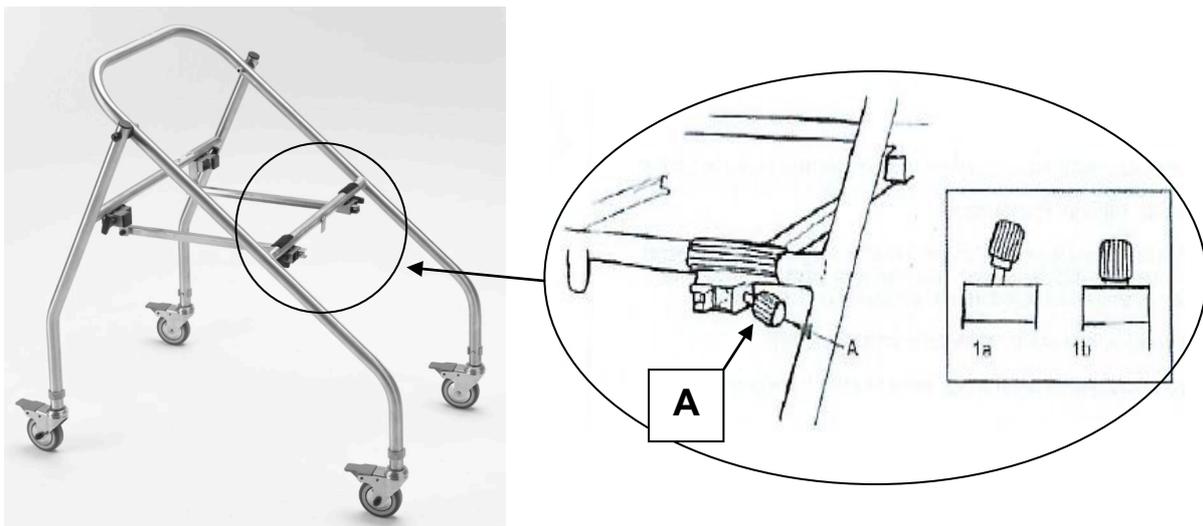
STOP!

If in any doubt, ALWAYS seek ADVICE

PLEASE NOTE: ALWAYS TURN LEVER 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.

5.1 ERECTING AND FOLDING THE MOBILE BASE FRAME

- To collapse/fold an erected mobile frame, pull the spring plungers (A) located on the front of the mobile base until they can be angled and locked into a disengaged position (1a).
- Hold the frame by the back legs, allowing the front legs to swing open.



- Open the frame to its full extent and release the spring plungers, ensure that they fully engage into the locating holes (1b).
- To fold the frame, firstly lock the front castors. Release the spring plungers (A) and lift the rear of the frame to fold the mobile base flat as shown below.



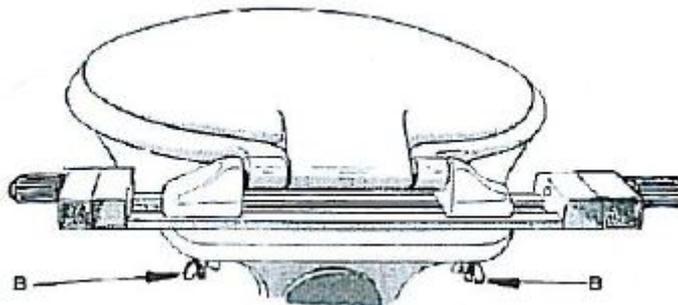
5.2 FITTING TO A TOILET (USING TOILET MOUNTING BRACKET)



STOP!

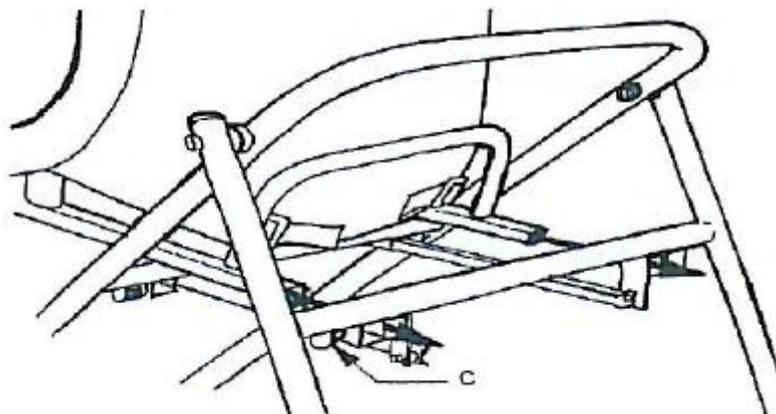
Before undertaking installation, ensure the toilet is securely fixed to the ground/floor – if in doubt, consult a qualified plumber

- The Chailey Toilet Seat can be mounted directly onto most toilets by using the mounting bracket provided.
- Firstly remove the toilet seat by undoing nuts (B) and lifting seat off (being careful to retain any washers)
- Place the mounting bracket on to the seat as shown below, and refit the original toilet seat. Ensure it is securely fitted using nuts (B) and any washers.



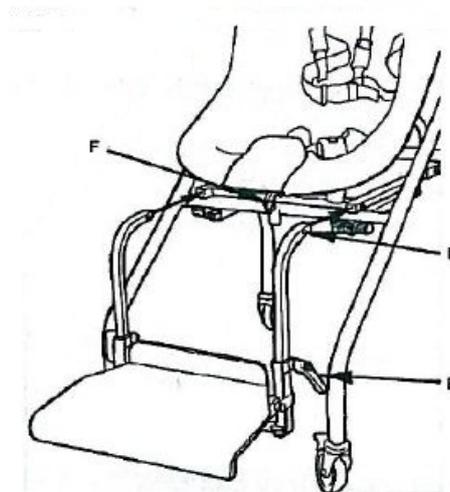
5.3 FITTING THE CHAILEY SEAT TO THE TOILET OR MOBILE FRAME

- Pull the black knobs (C) on the spring plungers until they can be angled and locked into a disengaged position (1a).
- Offer up the Chailey seat and insert the tubes on the rear of the seat into the fixing points on the mobile frame or toilet mounting bracket.
- Release the spring plungers, ensuring that they fully engage into the locating holes (1b).



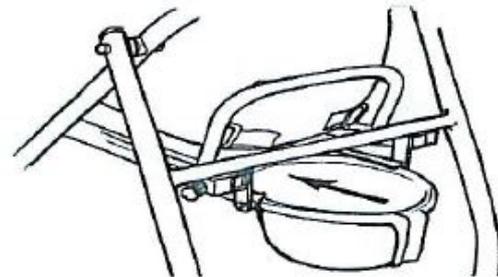
5.4 FITTING THE ADJUSTABLE FOOTREST

- The adjustable footrest is fitted to the frame of the Chailey seat by inserting the footrest tubes into the ends of the frame tube until the button clips (D) locate securely.
- The footrest height is adjusted using the clamping levers (E) on either side of the foot plate.
- The footrest can be flipped up (vertically) to aid transfer into the Chailey seat.



5.5 USING A POTTY

- The potty accessory slides underneath the moulded seat from the back, using the stainless steel channels (see opposite).
- Slide the potty as far forward as it will go, to ensure that it lines up with the aperture in the moulded seat.



5.6 OTHER ACCESSORIES

- A padded seat liner is available for the Chailey Toilet seat; it is held in place by a drawstring (F) around the outside edge of the moulded seat. The chest and lap straps or harness are threaded through the slots in the seat liner.
- A splash guard is available which extends the moulded pommel, and attaches with Velcro.



6.0 HOW TO USE YOUR CHAILEY TOILET SEAT



IMPORTANT!

Adjustment of the footrest, straps and harness should be undertaken BEFORE transferring a child into the Chailey Toilet Seat

- Before attempting any transfer **lock** all four castors (if used on a mobile frame).
- Check that the seat is secure on the frame or toilet, and the footrest is tightened in place.
- The footrest can be flipped up (vertical) to aid transfer.



7.0 CARE AND MAINTENANCE



IMPORTANT!

Cleaning is recommended on a regular basis

- Clean the straps and any padding with a damp cloth and mild detergent.
- Do not soak or immerse the liner (if fitted) in water.
- 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.
- Ensure that the toilet seat is clean and dry before any storage.
- 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
- Check the seat for stability, and make sure it is firmly fixed to either the toilet seat frame or mobile frame.
- If using a mobile frame, check castors rotate freely and lock securely (when brakes are applied).
- If using a footrest, check it is securely fixed to the mobile frame and has no loose or missing parts.
- Check that the leg screws are present and are tightened correctly



STOP!

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

7.2 SERVICE INTERVAL

The Chailey Toilet seat 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.

	<p>STOP!</p> <p>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.</p> <p>If the product has been subjected to ‘heavy’ or ‘constant’ use, the service should be reduced to half the recommended period.</p> <p>Constant and/or heavy use is considered to be:</p> <ul style="list-style-type: none">• 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.
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 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 Smirthwaite Ltd.

Any servicing or repairs required must be carried out by Smirthwaite Ltd (or a Smirthwaite trained engineer).

If you believe this product to be faulty – DO NOT USE – Contact Smirthwaite Ltd on T: +44 (0) 1626 835552

If in any doubt, ALWAYS seek ADVICE.



8.0 WARRANTY & SERVICE

Smirthwaite Ltd 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. If a fault develops during the period, please call Customer Services by email or telephone 01626 835552 who will advise you on the best course of action. 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 warranty is for the UK only. The warranty excludes faults due to accident, neglect, misuse, not following the Instructions and normal wear and tear. This warranty 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. You will be advised before this is made.

T: +44 (0)1626 835552 E: info@smirthwaite.co.uk



9.0 CONTINUOUS IMPROVEMENT

Smirthwaite Ltd are committed to continuous improvement to their product range. Should you have any suggestions or comments please send them to our product design department at: info@smirthwaite.co.uk

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

For catalogues, help and further information on our products please contact us at:

Smirthwaite Ltd
16 Wentworth Road
Heathfield
Devon
TQ12 6TL
T: +44 (0)1626 835552
F: +44 (0)1626 835428
E: info@smirthwaite.co.uk
W: www.smirthwaite.co.uk





Smirthwaite, 16 Wentworth Road, Heathfield, Newton Abbot, Devon.TQ12 6TL
T: +44 (0) 1626 835552 F: +44 (0) 1626 835428 E: info@smirthwaite.co.uk www.smirthwaite.co.uk

