

01/20



# SAMBA

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## INSTRUCTIONS FOR USE

Codes 8801 - 8804



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## **1.0 INTRODUCTION**

Thank you for choosing the Smirthwaite Ltd. Samba Chair.

The Samba is a highly adjustable, high-low, tilt in space chair that offers a modular midline support system for children requiring greater levels of postural control. The variable seat height allows a child to engage in education, play and everyday activities at peer level, supporting their ongoing development. The chair is suitable for use in schools, therapy units and at home.



### **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.**

**A clinical assessment of the child's needs should be undertaken to ensure the Samba chair is correctly adjusted. Adjustments should only be made by a therapist, Smirthwaite Ltd. Technical Product Advisor or suitably trained personnel.**

**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 our Customer Service Team 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 CHAIR



- A Contoured Seat
- B Contoured Backrest
- C Armrest
- D Headrest
- E Footrest
- F Sandals
- G Lockable Castors
- H Tray

- I Push Handle
- J Control Box/Battery
- K Actuator
- L Tilt in Space Lever



## 2.1 TECHNICAL DATA

### Samba technical data

all dimensions in mm unless otherwise stated

Size	1		2		3		4	
Dimension	Min	Max	Min	Max	Min	Max	Min	Max
Code	8801 <sup>1</sup>		8802		8803		8804	
Tilt in space [°]	12	25	12	25	12	25	12	25
Seat height	310	605	310	605	310	605	310	605
Seat depth	180	280	245	340	300	400	375	500
Seat width	300		345		345		400	
Lower leg length to footrest	150	170	200	250	255	335	310	460
Back angle [°]	6	1	6	17	6	17	6	17
Back height	0	40	0	40	0	40	0	40
Arm rest height <sup>2</sup>	510	880	510	880	510	880	510	880
Arm rest angle [°]	39	39	39	39	39	39	39	39
Arm rest height adjustment	90		90		90		90	
Overall chair height <sup>3</sup>	670	1005	740	1060	790	1110	910	1240
Base length and width	650 x 510		650 x 510		650 x 510		650 x 510	
Tray size	580 x 530		625 x 530		625 x 530		675 x 585	
User weight limit [kg]	80		80		80		80	
Overall product weight	31		34		35		38	

1 Manual Samba size 1 (code 8810) is also available

2 Measured from the floor

3 Measured from the floor to the top edge of the chair back



### 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.



### 3.0 FOR YOUR SAFETY



#### 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
- For the initial setting up of the chair and any subsequent/future review of the child, measurements of the child are required to set the chair up correctly
- 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 onto the chair
- Ensure all castors on the mobile base are locked, with castors facing inwards before making any adjustments
- The castors are designed for indoor use only and may be damaged if used outdoors
- The chair is **ONLY** to be used on a flat level surface
- **DO NOT EXCEED USER MAXIMUM WEIGHT LIMITS OF 80KG**
- Regular maintenance checks and cleaning are essential for the safe use of this equipment (see Section 6.0 Care and Maintenance)
- If any part is loose, damaged or functioning incorrectly, **do not use** until rectified
- Always fasten the pelvic strap and any other straps provided
- 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 chair 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 authorized personnel
- The Samba is CE marked. This certifies that it meets all relevant European safety requirements



## 4.0 UNPACKING YOUR CHAIR

	<p><b>STOP!</b></p> <p>If in any doubt, <b>ALWAYS</b> seek <b>ADVICE</b>.</p> <p><b>Always turn hand wheels, levers and screws clockwise to tighten or anti-clockwise to loosen.</b></p>
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- When delivered, the chair will be supplied fully assembled except for the attachment of the footrest, tray and 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 chair has been carefully unpacked, please check all parts
- **NOTE:** For powered Samba chairs. The battery has been tested and fully charged prior to leaving our factory but **MUST BE CHARGED** for 24Hours before use upon receipt. To ensure maximum battery life is achieved, it is recommended that the battery is kept fully charged. The battery is charged by plugging the charging unit into the handset and connecting the charger unit to a mains power socket. The control box is fitted with a red emergency stop button – this must be fully pulled out in order to charge and adjust the chair height

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



## 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.

### 5.1 SEAT ADJUSTMENTS

3 adjustments can be made to the seat; depth, height and tilt.

#### 5.1.1 DEPTH

To move seat forwards or backwards:

- Loosen hand wheels (A).
- Slide seat to desired position.
- Allow 25mm gap between the back of knee and the edge of the seat.
- Tighten hand wheels (A).

#### 5.1.2 HEIGHT

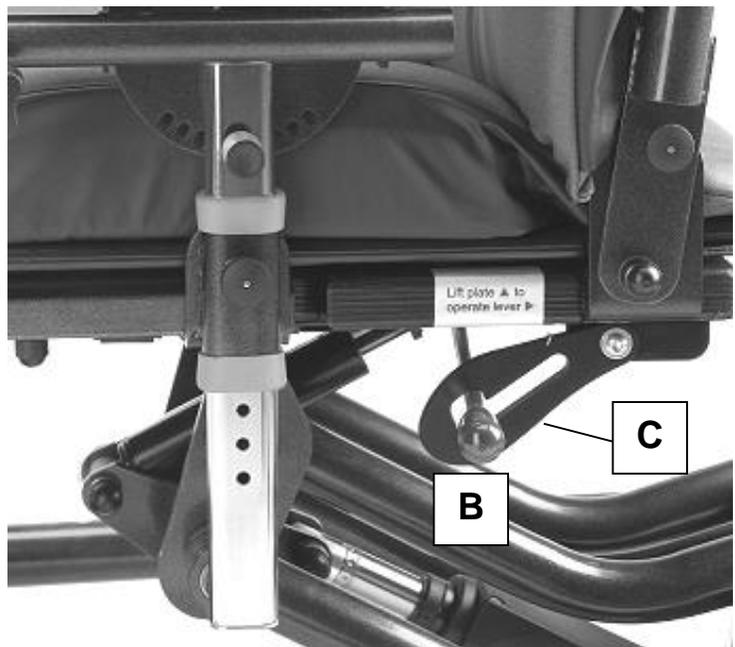
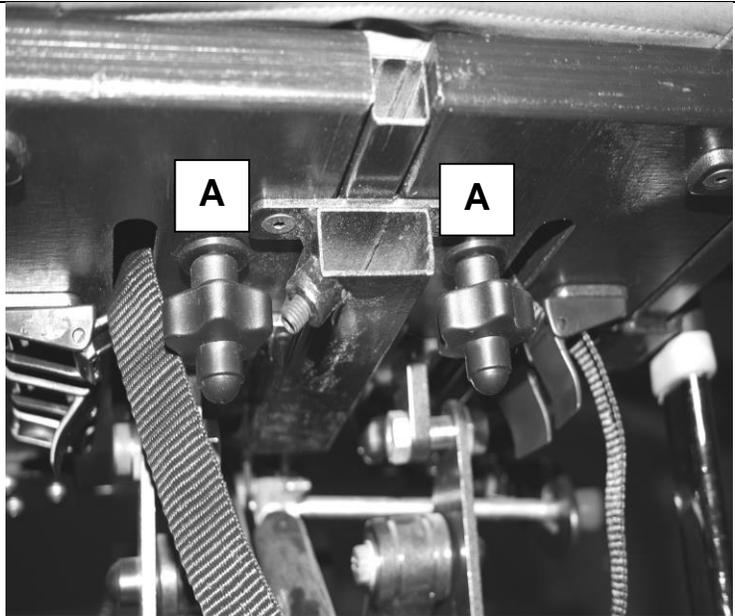
To raise or lower the seat:

- Seat height adjustment is achieved by pressing the Up or Down arrow on the handset.

#### 5.1.3 TILT IN SPACE (TIS)

To adjust the tilt angle of the seat:

- Locate the TIS Lever (B).
- Lift the safety catch (C) and slide the lever to the right to set the tilt angle of the chair.
- Release the TIS Lever to lock seat into the desired position.
- The Safety catch (C) exists to stop accidental knocking of the lever.



## **5.2 ARMRESTS**

### **5.2.1 HEIGHT**

To raise or lower the armrests:

- Release spring plunger (A).
- Slide armrests to desired position.
- Replace plunger (A) to lock.
- Repeat on opposite side.
- Ensure both armrests are at the same height.

### **5.2.2 ANGLE**

- Release spring plunger (B).
- Tilt armrest to desired angle.
- Replace spring plunger (B) to lock.

### **5.2.3 REMOVAL**

- Release plunger pin (A).
- Lift armrest out.



## 5.3 BACK ADJUSTMENTS

### 5.3.1 HEIGHT

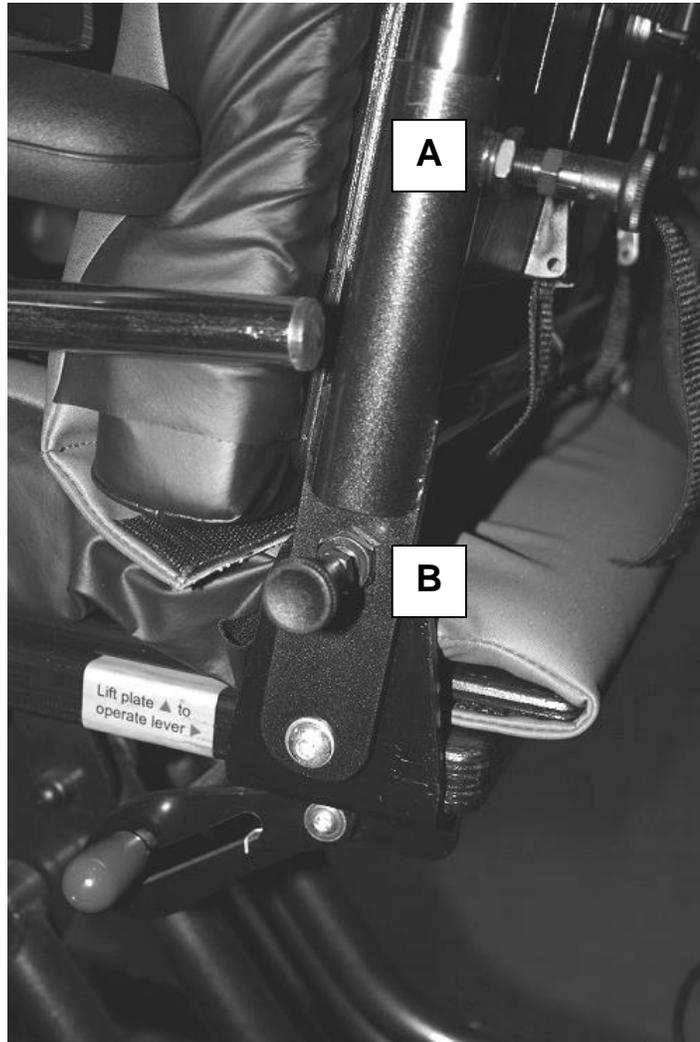
To raise or lower the backrest:

- Pull the indexing plunger pin (A) on both sides of the chair and place into the park position.
- Slide backrest to the desired height.
- When seated, the child's shoulder should be slightly above the slots for the shoulder harness to be used.
- Release plunger pins (A) to the unparked position on both sides of the chair.

### 5.3.2 BACK RECLINE

To set the angle:

- Pull the indexing plunger pins (B) to open position on both sides of the chair and place into the park position.
- Adjust the back angle to desired position.
- Release plunger pins (B) to the unparked position on both sides of the chair.



## 5.4 MID LINE SUPPORT SYSTEM

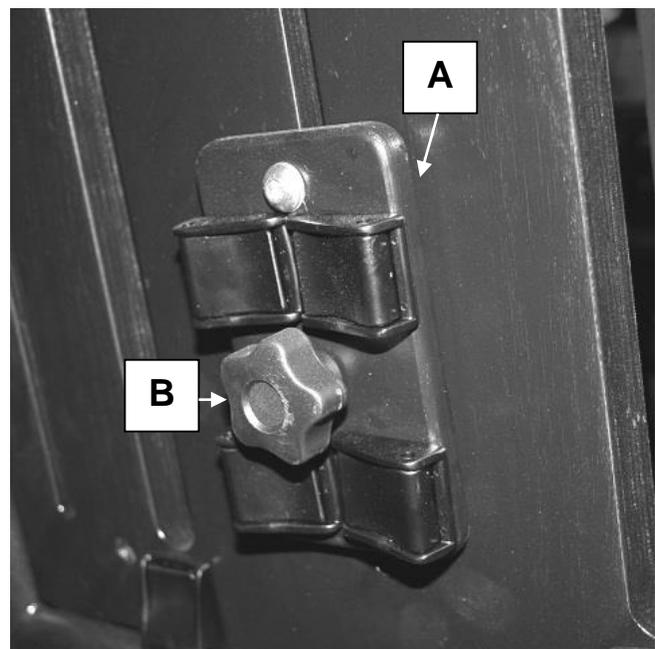
- The Mid line support system is secured to a centrally positioned block (A) that can be adjusted vertically on the back of the chair by loosening hand wheel (B). Operation diagrams for the buckles, tri-glides and cam-locks can be seen below.

### 5.4.1 PELVIC STRAP

- Push the 2 short ends through the slots (C) on the seat base.
- Secure to two cam locks located on the underside of the seat.
- Push the 2 long ends through the slots (D) towards the rear of the seat base.
- Secure to two cam locks located on the underside of the seat.
- Ensure the sheepskin pad meets with the fabric sections of the pelvic strap.
- Ensure pelvic strap is firmly across the hip to hold the child safely and in correct position before fastening the strap.
- Place 2 fingers between the child and the strap to ensure it is secure but not too tight.

### 5.4.2 MID-LINE SUPPORT HARNESS

- Position straps through the four vertical slots (E) and ensure the harness is firm across the chest.
- Secure to four cam locks located on the rear of the seat on block (A).



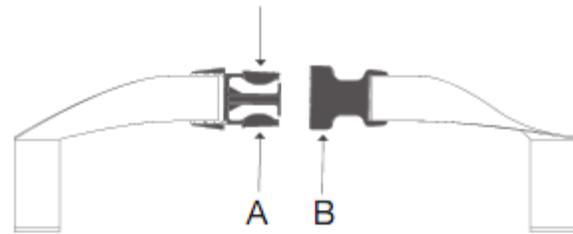
### 5.4.3 SHOULDER HARNESS

- Push the 2 top ends of the harness through the horizontal slots (F) on the seat back.
- Secure to two cam locks located on the rear of the seat.
- Push the 4 lower ends of the harness through the vertical slots (G) on the seat back.
- Secure to four cam locks located on the rear of the seat.
- Ensure the lower edge of the shoulder harness is placed at mid trunk height.
- Use the straps to gently adjust the tension between the mid line point and the chest plate.



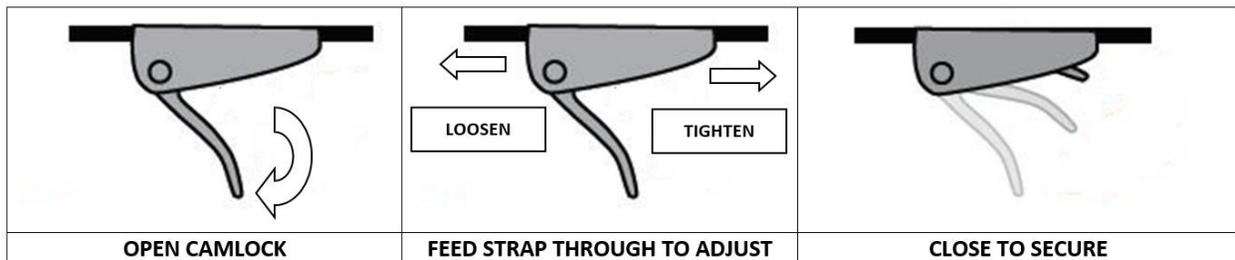
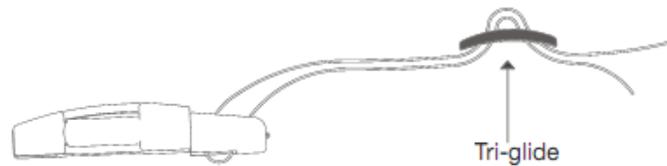
### Buckle Strap (Standard)

- The buckle is secured by pushing (A) into (B).
- To release the buckle, press both sides of (A).



### Strap Length

- The length of the straps can be altered by adjusting the amount of the strap that is fed through the cam-locks and tri-glides (if applicable). See diagrams across and below.

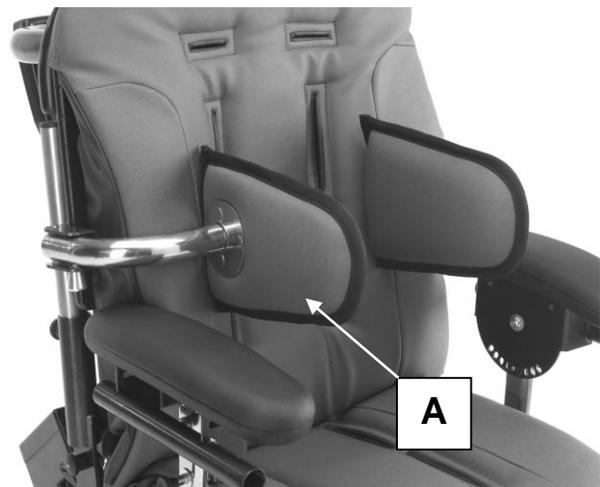


### 5.5 LATERAL SUPPORTS

- Lateral supports can be fitted to the Samba chair.
- The supports swing away from the chair when plunger pin (A) is operated, easing client transfer.
- Lateral supports on either side of the chair can be operated independently.

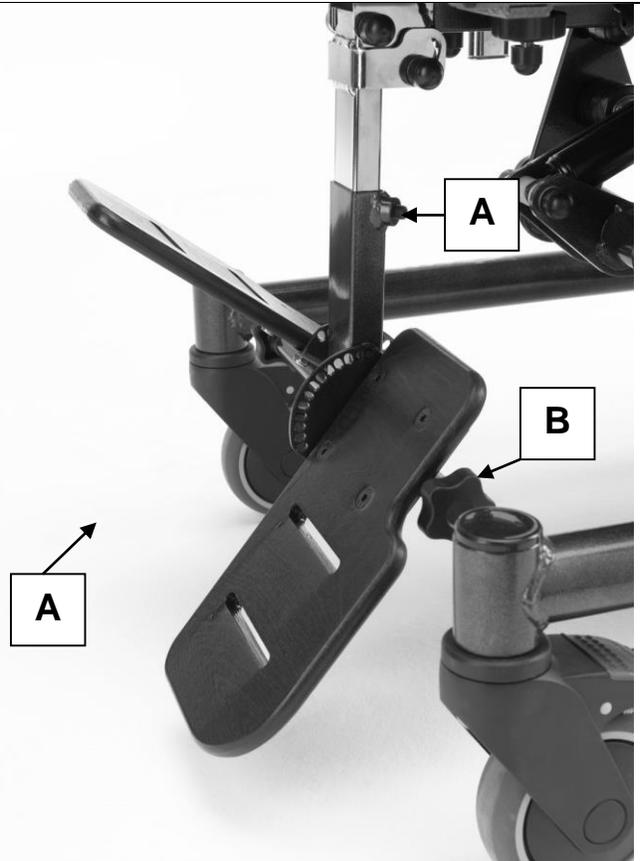
### 5.6 THIGH GUIDES

- Thigh guides are attached to seat plate (if required).
- To adjust, lift the seat upholstery from the front of the seat to expose the thigh guide bracket bolts.
- Using the 4mm key, loosen both bolts and move the guide to the desired position.
- Tighten to secure the guides in place.



### **5.7 FOOTREST**

- The footrest assembly can be adjusted for height position by using the hex key provided and loosening screw (A).
- Ensure screw (A) is securely tightened before using the chair.
- Each footplate can be independently indexed by loosening the hand wheel (B) as shown.
- Ensure the hand wheel is tightened fully before using the chair.



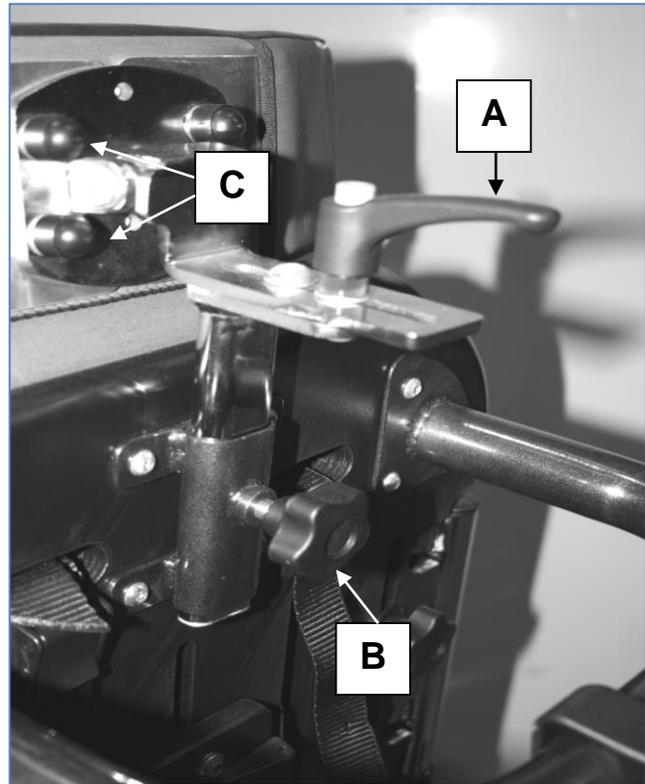
### **5.8 POMMEL**

- To remove the pommel, loosen the hand wheel (A) at the front end of the pommel.
- Push the hand wheel inwards and pull the pommel off the seat.
- Simply reverse this process to refit the pommel.



## 5.9 HEADREST

- Headrests can be adjusted in height, depth and angle.
- Depth is adjusted by loosening lever lock (A), which permits the headrest to move forward and back.
- Height is adjusted by loosening hand wheel (B), and moving the head rest to the desired position before retightening the hand wheel.
- The angle of the headrest can be adjusted by loosening two bolts (C) using the hexagonal key provided and rotating the headrest appropriately.
- Ensure bolts (C) are tightened once the desired angle is achieved.



## 5.10 TRAY

- The tray is fitted to the Samba by inserting the tray tubes into the tube receivers found on each arm rest (A).
- The tray is then secured into place by tightening hand wheel (B).
- Removal is the reverse of fitment.



## 6.0 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 the woodwork 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 chair 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

## 6.1 DAILY CHECKS

- Check the tray (if supplied) to ensure no parts are loose or damaged
- Check all upholstery for signs of wear and tear
- Check that the castors run freely
- Check that the brakes on the castors function correctly
- Check that the actuator operates correctly by operating the high/low seat function via the handset
- Check that the hand wheels tighten correctly, and are not cross-threaded or damaged
- Check all straps for fraying, and that buckles are not missing/damaged
- Check cam locks are not missing/damaged, and that they hold harness straps securely when locked
- Check sandals (where used) are firmly fixed to the footrest and free from movement
- Check that the footrest is set to the correct height for the client, and that it is securely in place
- Operate the Tilt in Space mechanism to tilt the chair. Ensure that when the lever is released it freely returns to its park position in the safety catch and the chair cannot be tilted further. Remember to reset the chair to the correct tilt angle for the client



## 6.2 ANNUAL SERVICE

The Samba chair should be serviced annually. Servicing must only be undertaken by a Smirthwaite Ltd. service engineer, or by a Smirthwaite Ltd. trained representative.

## 6.3 NOMINAL SERVICE LIFE

Your product has a nominal service life of 7 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 Ltd. 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.

	<b>STOP!</b>
	<p><b>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.</b></p> <p><b>If the product has been subjected to ‘heavy’ or ‘constant’ use, the service should be reduced to half the recommended period.</b> <b>Constant and/or heavy use is considered to be:</b></p> <ul style="list-style-type: none"><li>• Daily use above 7 hours duration</li><li>• Weekly use above 5 days duration</li><li>• Monthly use above 10 months per year</li><li>• Use by a client who is at 90% to 100% of the maximum weight limit of the product. The maximum weight limit must <b>NEVER</b> be exceeded</li><li>• Use by a client who is extremely active, either voluntarily or involuntarily</li></ul>



## **6.4 EXTENDING NOMINAL SERVICE LIFE**

At Smirthwaite Ltd. 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 18)
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 Ltd. reserve the right to limit support where parts/components are no longer available

## **6.5 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

## **6.6 PRODUCT CONFIGURATION**

- Smirthwaite Ltd. will document and maintain a record of the original product configuration at the time of first sale
- Smirthwaite Ltd. 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 Ltd. Service Engineer (or Smirthwaite Ltd. 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**

	<b>IMPORTANT REMINDER!</b>
	<b>DO NOT</b> 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 Ltd. trained engineer).
	<b>If you believe this product to be faulty – DO NOT USE – Contact Smirthwaite Ltd on T: +44 (0) 1626 835552</b>
<b>If in any doubt, ALWAYS seek ADVICE.</b>	

## 6.7 EUROPEAN DIRECTIVE 2002/96/EC - WASTE ELECTRICAL AND ELECTRONIC EQUIPMENT (WEEE)

The Waste Electrical and Electronic Equipment Directive (WEEE Directive) came into force in January 2007. The Directive aims to both reduce the amount of electrical and electronic equipment being produced and to encourage everyone to reuse, recycle and recover it.

As the responsible manufacturer, Smirthwaite Ltd. operate a 'take back' scheme wherein we accept electrical and electronic components returned to our factory at the end of their product service life.

Please note, we are obligated only to accept the return of electronic/electrical components for responsible recycling, not complete products or assemblies.

Please contact Smirthwaite Ltd on T: +44 (0) 1626 835552 should you require any further information.



## 7.0 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](mailto:info@smirthwaite.co.uk)

## 8.0 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](mailto: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:

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