

Samba HiLo

INSTRUCTIONS FOR USE



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1.0 INTRODUCTION

Thank you for choosing the Samba HiLo seating system from Smirthwaite.

The Samba is a highly adjustable 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.

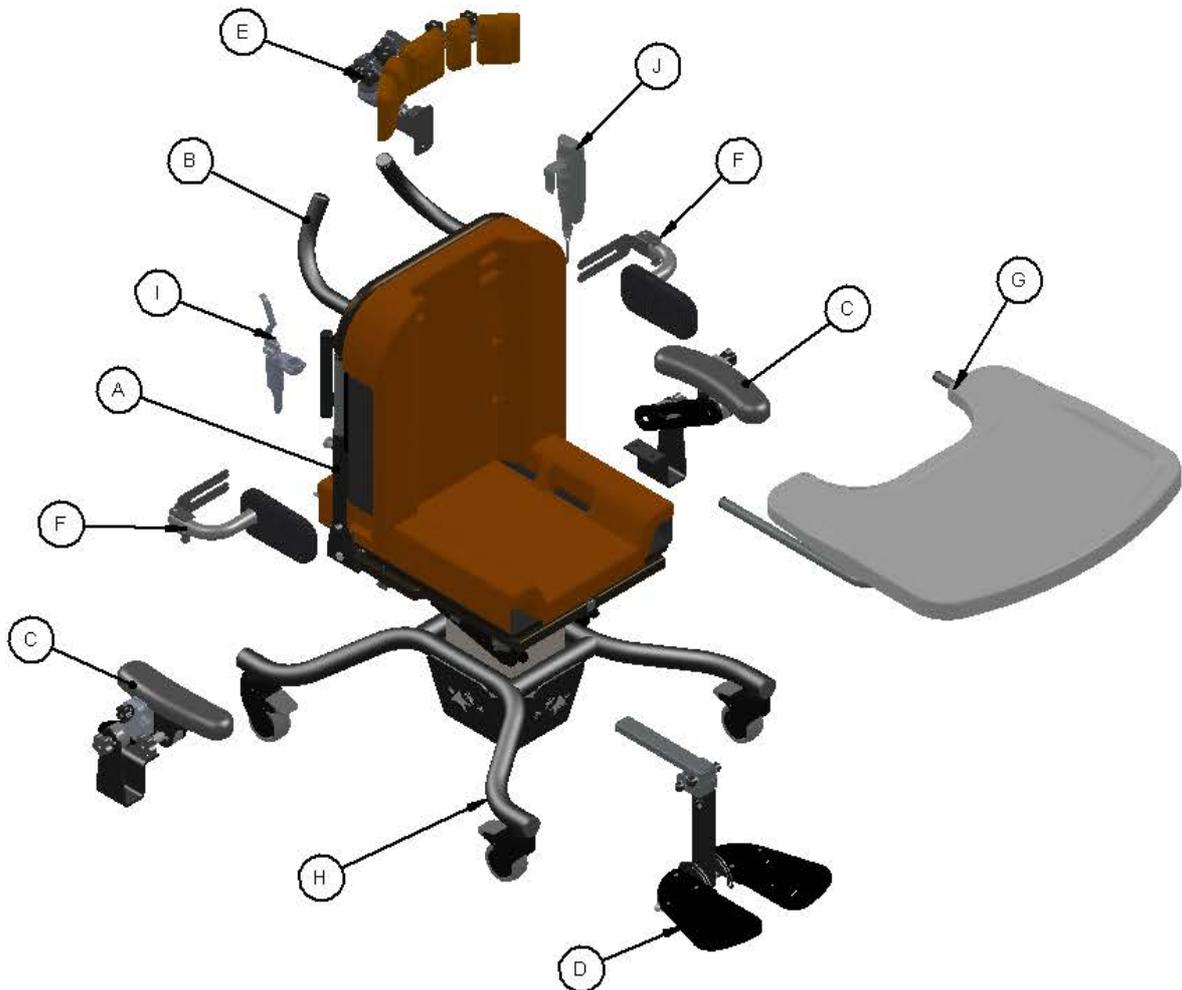
A clinical assessment of the child's needs should be undertaken to ensure the Samba chair is correctly adjusted. Adjustments should only be made by a therapist, Smirthwaite Technical Product Advisor or suitably trained personnel.

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 SAMBA HILO

Samba HiLo and available accessories



A. Main Seat Capsule

B. Push Handles

C. Armrests

D. Footrest

E. Multi-Adjustable Headrest

F. Swing Away Laterals

G. Tray

H. Power Assisted Star Chassis

I. Tilt-in-space (TIS) Lever

J. Control Pad

2.1 TECHNICAL DATA

All dimensions are in mm unless otherwise stated.

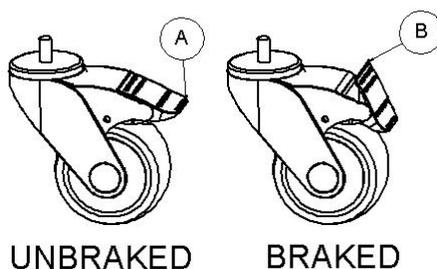
Size	1		2		3		4		5	
Code	8811		8812		8813		8814		8815	
Dimension	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max
Tilt in Space	Supine 25° - Prone 15°									
Seat Height	445-645		440 - 640							
Seat Depth	180	280	245	340	300	400	375	500	450	600
Seat Width	300		345		345		400		450	
Footrest Length	150	170	200	250	255	335	310	460	310	460
Back Angle	Forward 6° – Back 17°									
Back Height	365	405	430	470	490	530	490	570	520	600
Arm Rest Height	300 Max									
Chair Footprint	715 x 615									
Tray Size	580 x 530		625 x 530		625 x 530		625 x 530		625 x 530	
User Weight Limit (kg)	80									

3.0 FOR YOUR SAFETY

STOP!

Please read these instructions **CAREFULLY** and **THOROUGHLY**.

Always lock the castors when attaching items, or making adjustments. To lock, apply foot to point (A); to unlock, apply foot to point (B).



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.

- The user should **NOT** be left unattended whilst in the product. 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 carer 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 product.
- Ensure all castors on the mobile base are locked, with castors facing inwards before making and adjustments.
- The castors are designed for indoor use only and may be damaged if used outdoors.
- Regular maintenance checks and cleaning are essential for the safe use of this equipment (see section 7.0).
- Ensure that all nuts, bolts and hand wheels are securely tightened and that none are missing.
- The chassis is **ONLY** to be used indoors on a flat level surface.
- Always fasten the lap strap harness and any other straps provided with the product.

- Always keep this product away from naked flames, cigarettes and sources of heat including open fireplaces, radiators and heaters.
- Always keep electrical components away from water or any excessive amount of liquid.
- **DO NOT** fit parts or accessories of other manufacturers to this product unless authorized to do so in writing by Smirthwaite Ltd. Failure to follow these instructions will not only invalidate the guarantee but could make the product 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.
- **DO NOT EXCEED USER MAXIMUM WEIGHT LIMITS.**
- The Samba is CE marked. This certifies that it meets all relevant European safety requirements.
- If you believe the product or any fitted accessory to be faulty at any time, **DO NOT USE** – contact Smirthwaite Ltd by telephone on +44 (0)1626 835552.

4.0 UNPACKING YOUR SAMBA HILO SEATING SYSTEM

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 product will be supplied fully assembled, with the exception of the fitment of the additional accessories.
- 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.
- Also supplied will be a 'S-Key' with 4mm hex ends.
- Refer to Section 5.0 for details of how to fit and adjust your accessories prior to use.
- 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.

STOP!

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

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5.0 SETTING UP AND ADJUSTING YOUR SAMBA HILO SEATING SYSTEM

STOP!

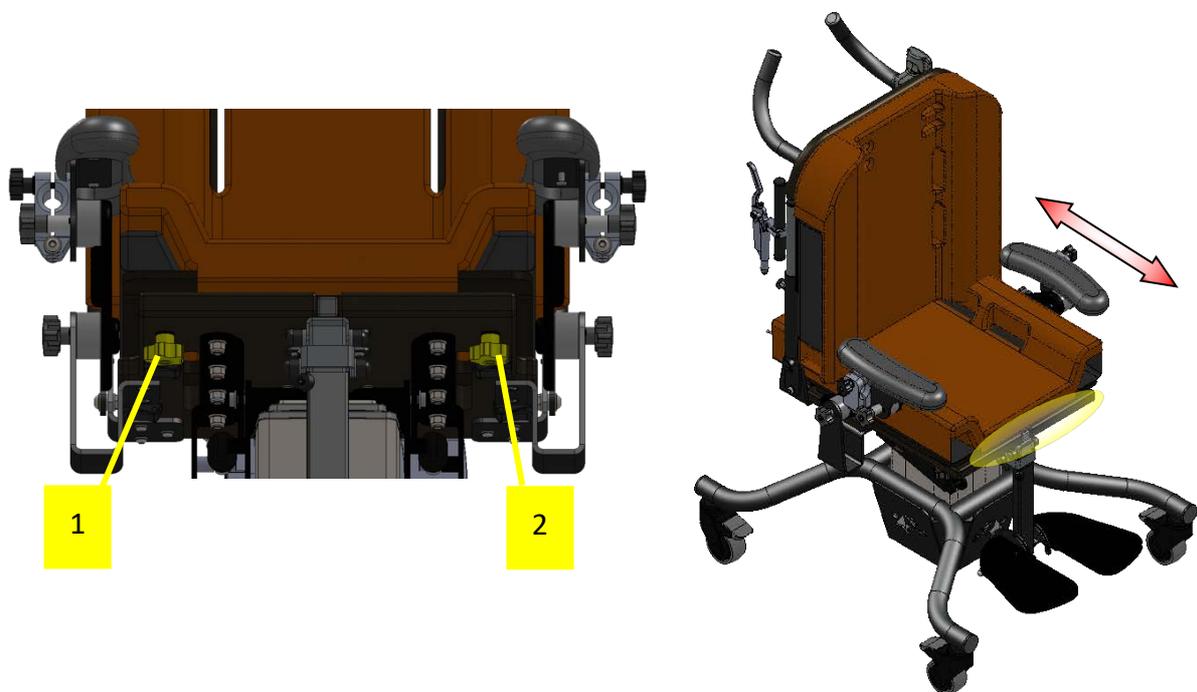
If in any doubt, ALWAYS seek ADVICE.

Always turn hand wheels, levers and screws clockwise to tighten or anti-clockwise to loosen.

5.1 SEAT ADJUSTMENTS

5 adjustments can be made to the seat; **depth, back height, back angle, seat height and tilt.**

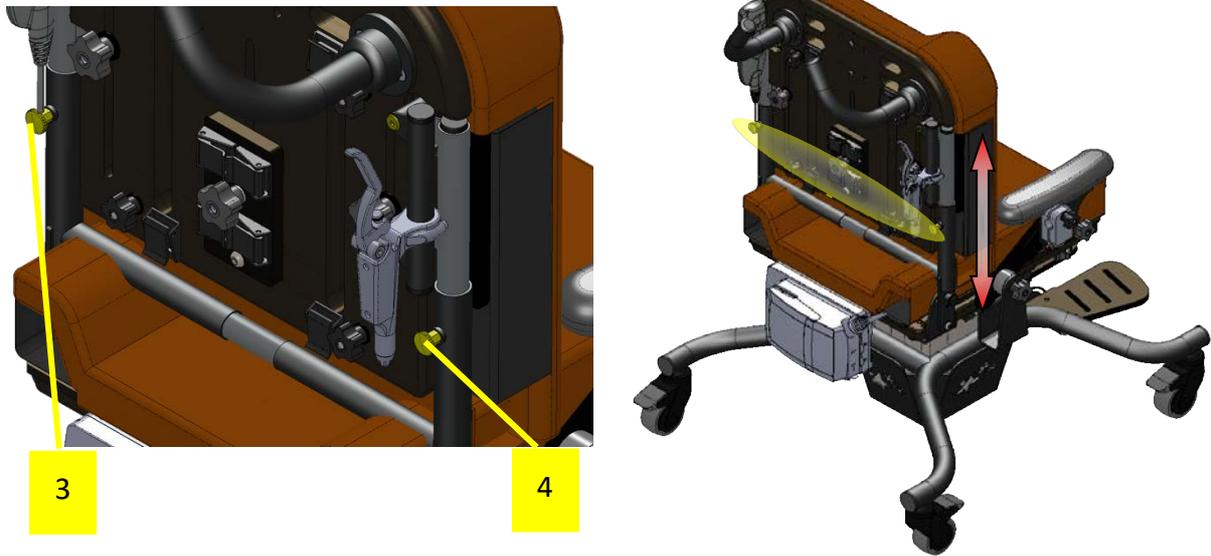
5.1.1 SEAT DEPTH



To move seat forwards or backwards

- Loosen hand wheels (1 & 2), located underneath the seat base, by turning them anti-clockwise.
- Slide seat to desired position.
- Allow 25mm gap between the back of knee and the edge of the seat.
- Tighten hand wheels (1 & 2) by turning them clockwise. This will set the seat depth position.

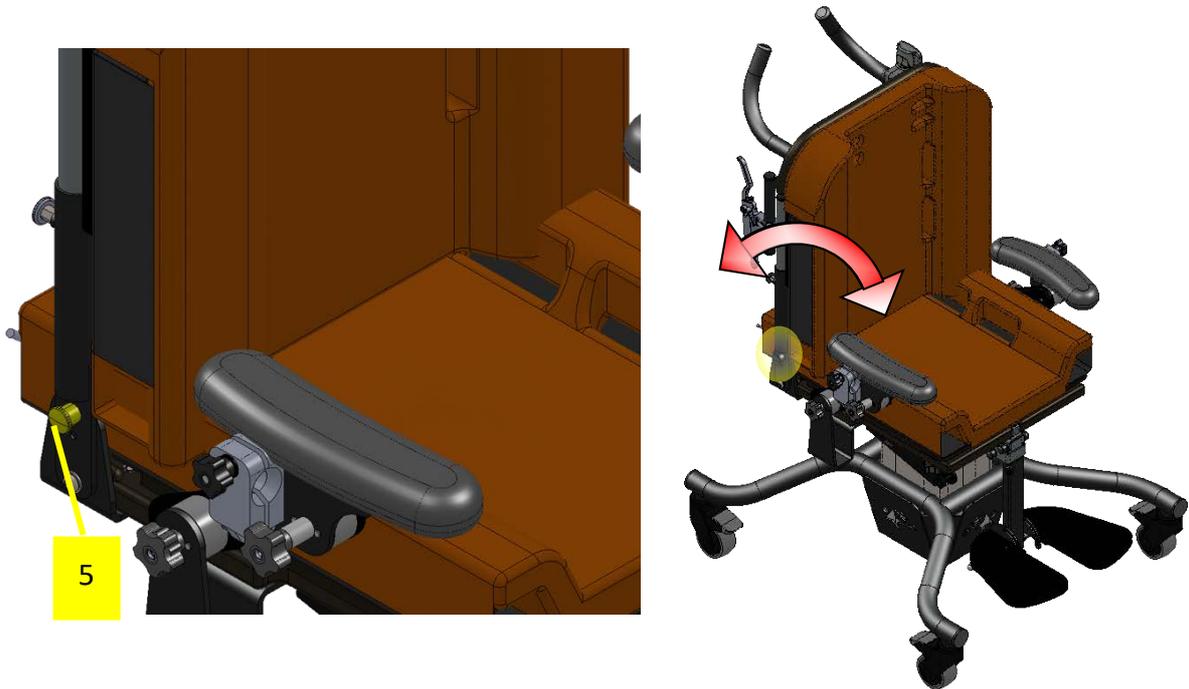
5.1.2 BACK HEIGHT



To move the back up and down:

- Pull out one of the plunger pins (3 & 4), located on the back of the chair, and turn the head 90° so that the plunger pin head stays locked out.
- Ensure a firm grip is applied to the back of the chair. Then pull out the other plunger pin (3 & 4).
- Slide the back to approximately the desired position.
- Release the plunger pin and move the back up or down slightly until the plunger pin clicks into its closed position.
- Pull and rotate the first plunger pin so that it clicks into its closed position.
- The back will be fixed in this position.

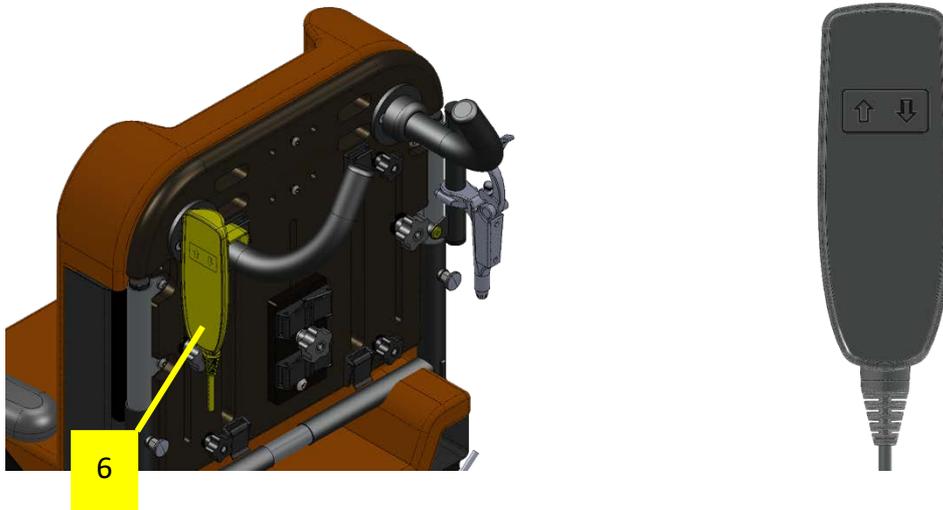
5.1.3 BACK ANGLE



To adjust the back angle of the chair:

- Locate the plunger pins (5) at the base of the seat capsule.
- Pull one of the plungers fully out and rotate the head 90° so that it is locked in position.
- Ensure a firm grip is applied to the back of the chair.
- Pull the other plunger pin (on the opposite side of the chair to the previous one) fully out and move the back of the chair to the approximate desired angle.
- Release the second plunger pin and move the back slightly until the plunger pin clicks into position.
- Return to the first plunger pin (5) and rotate the head 90° so that it clicks into position.
- The back angle is now fixed.

5.1.4 HEIGHT



- The height of the chair can be altered by using the 'Actuator Control Pad' (6) which is hooked onto the push handle of the chair. This pad can be unhooked and can be moved to a more suitable position if required.
- Push either the 'Up' arrow or the 'Down' arrow to move the chair the required height. Only press one arrow button at a time.

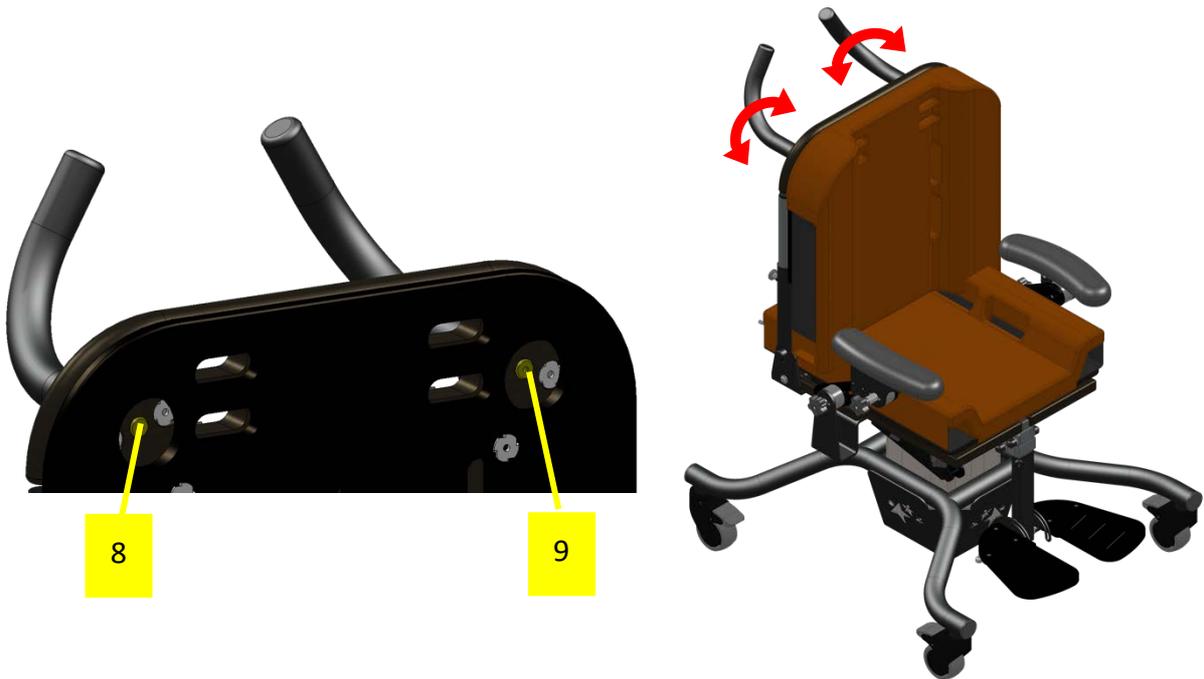
5.1.5 TILT IN SPACE



To adjust the tilt angle of the seat:

- Locate the TIS Handle (7) on the handle on the side of the chair.
- Squeeze the handle which will release the Tilt-in-space mechanism.
- Adjust the angle of the chair by pushing down or pulling up on the push handle.
- Release the handle to lock the chair in position.
- Ensure the brakes are applied to the castors before altering the angle of the chair.

5.2 PUSH HANDLES



To adjust the angle of the push handles:

- Remove the top of the back cushion by sliding it over the back-upholstery board. This will reveal the 2 adjustment bolts (8 & 9).
- Using the supplied S-key, loosen these adjustment bolts (8 & 9) by turning them anti-clockwise.
- Rotate the handles to the desired position.
- Tighten the 2 adjustment bolts (8 & 9), by turning them clockwise, using the S-key provided.

5.3 ARMRESTS

The **position** and the **angle** of the armrests can be adjusted.



5.3.1 POSITION

To adjust the position of the armrests:

- Loosen the lower handwheel (10) on the armrest by turning it anti-clockwise.
- Slide and rotate the armrest to the desired position.
- Tighten the lower handwheel (10) by turning it clockwise. This will lock the armrest in position.
- Repeat for the other armrest on the other side.

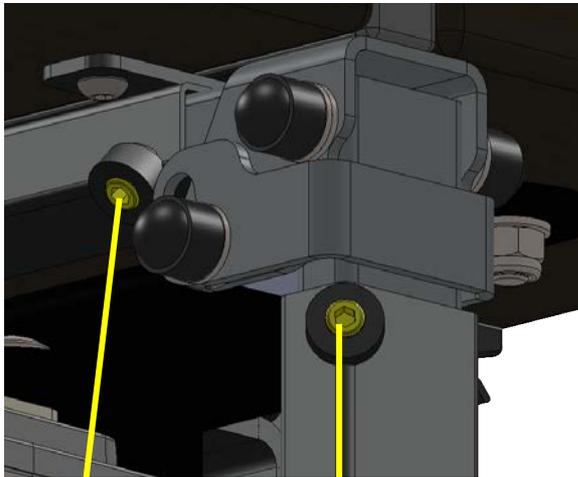
5.3.2 ANGLE

To adjust the angle of the armrests:

- Loosen the upper handwheel (11) on the armrest by turning it anti-clockwise.
- Rotate the armrest to the desired position.
- Tighten the upper handwheel (11) by turning it clockwise. This will lock the armrest in position.
- Repeat for the other armrest on the other side.

5.4 FOOTRESTS

2 adjustments can be made to the footrests; the **depth** from the back of the chair and the **height**. The foot boards can also be **flipped up** so they can be stowed away.



12

13



5.4.1 DEPTH

To adjust the depth of the footrests:

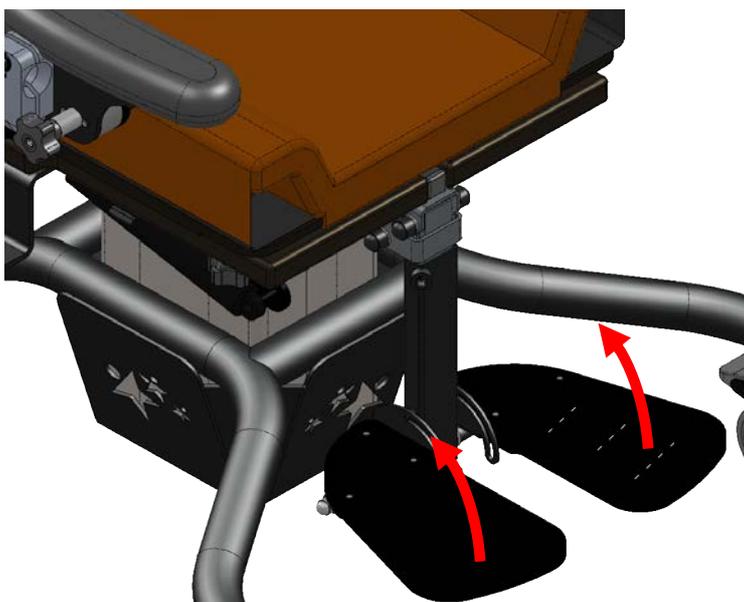
- Using the 4mm S-Key provided, loosen the grub screw (12) by turning it anti-clockwise.
- Slide the footrest to the desired depth.
- Lock the footrest in place by tightening the grub screw (12) by turning it clockwise. This can be done with the S-Key provided.

5.4.2 HEIGHT

To adjust the height of the footrests:

- Using the 4mm S-Key provided, loosen the grub screw (13) by turning it anti-clockwise.
- Slide the footrest to the desired height.
- Lock the footrest in place by tightening the grub screw (13) by turning it clockwise. This can be done with the S-Key provided.

5.4.3 FLIP-UP FOOTREST

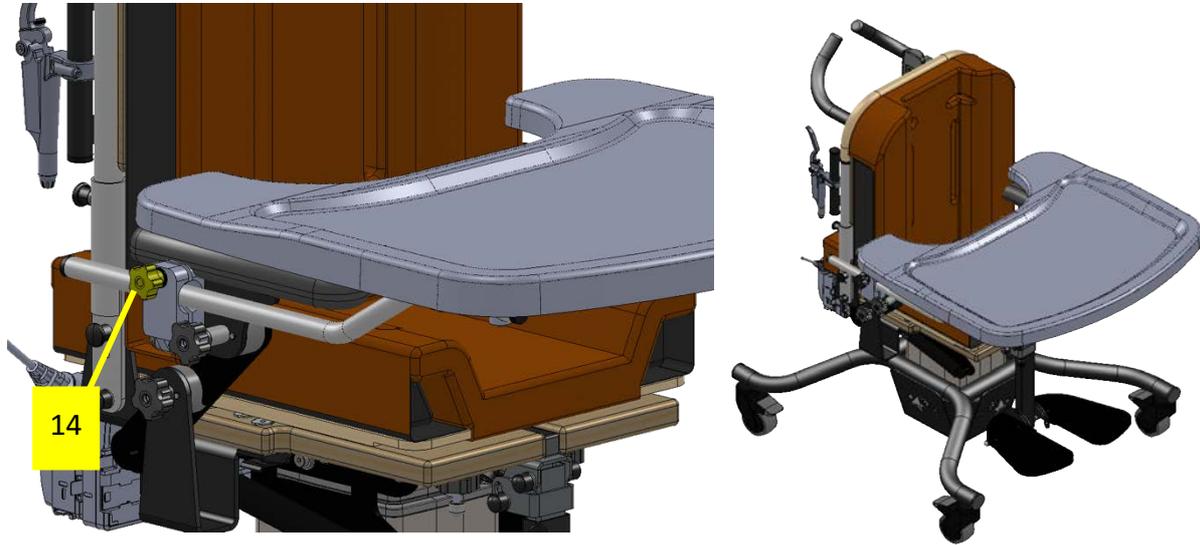


The footrest boards can easily be flipped up to be stored out of the way. To do this simply pull the end of the footrest boards upwards.

6.0 ACCESSORIES

Instructions for more accessories can be found in the standard Samba IFU.

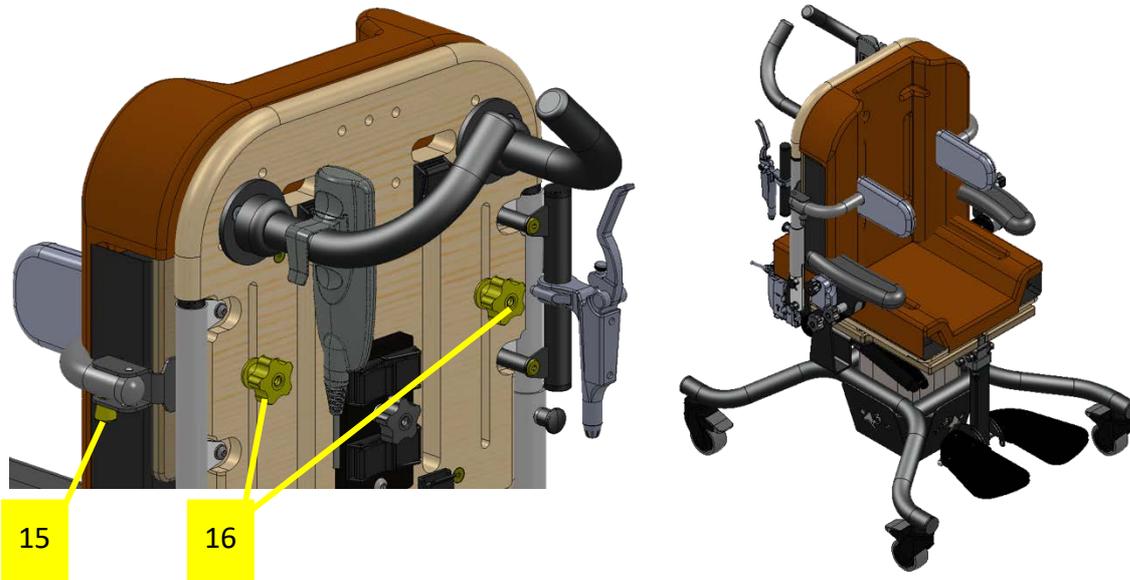
6.1 TRAY



To attach the tray to the chair:

- Ensure the armrests are fixed to the chair and are set to the same height. (See section 5.3)
- Loosen the handwheels (14), by turning them anti-clockwise, on the tray clamps located on the outside of the armrests.
- Insert the tray arms into the clamps and set to desired depth.
- Secure in position but tightening the handwheels (14), by turning them clockwise.

6.2 SWING AWAY LATERALS



If ordered, the laterals will come attached to the chair however they can easily be removed and attached if necessary. The **height** and **width** of the laterals can be adjusted and each lateral can be **swung away** from the chair for ease of access.

6.2.1 HEIGHT & WIDTH

To adjust the position of the laterals;

- Loosen the handwheels (16), by turning anti-clockwise.
- Move the laterals to the desired position. Each lateral can be moved independently of each other.
- Tighten the handwheels (16), by turning clockwise, to secure in position.

6.2.2 REMOVAL AND REATTACHMENT

To remove the laterals;

- Loosen the handwheels (16), by turning anti-clockwise.
- Slide the laterals out of the side of the chair.

To reattach the laterals;

- Slide the laterals into the side of the chair ensuring that the prongs locate around the threaded part of the handwheels (16)
- Tighten the handwheels (16), by turning clockwise, to secure in position.

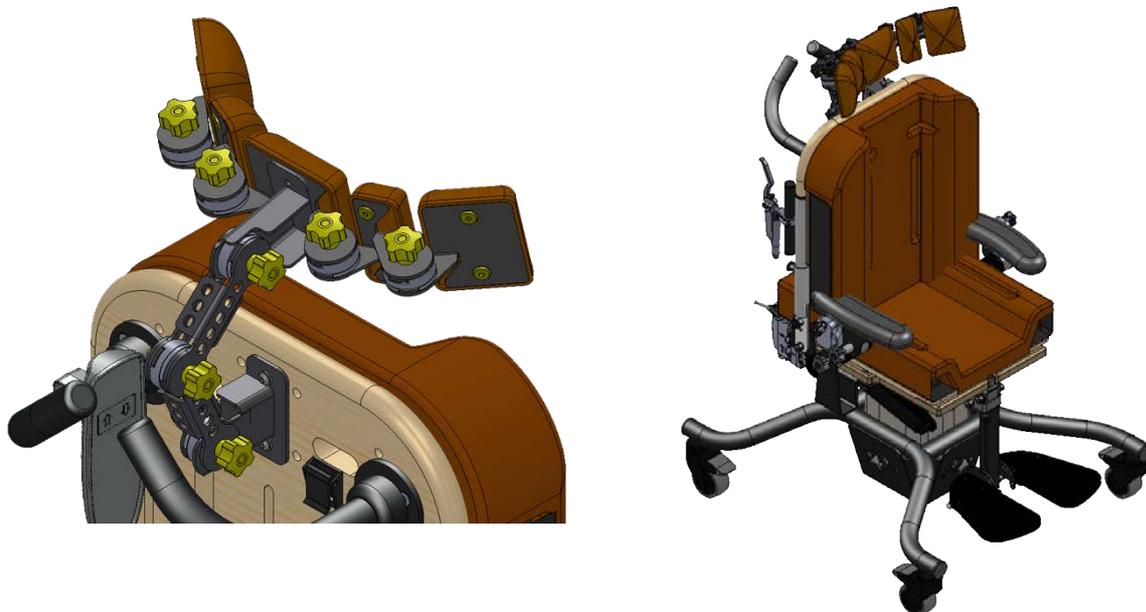
6.2.3 SWING AWAY

To swing the laterals away;

- Pull the plunger pins on the laterals (15) to disengage the plunger pin.
- Swing the lateral away from the chair.
- Swing the lateral back towards the inside of the chair until the plunger pin engages to return to their original position.

6.3 ADJUSTABLE HEADREST

The Smirthwaite adjustable headrest can be fitted to the Samba HiLo and if ordered will come attached to the chair. For information about adjustments that can be made to the headrest, see the 'Adjustable Headrest IFU'.



7.0 CARE AND MAINTENANCE

IMPORTANT!

CLEANING IS RECOMMENDED ON A REGULAR BASIS

- Clean wooden with a damp cloth and mild detergent.
- Clean metalwork with a damp cloth.
- Stubborn marks on the woodwork should be cleaned using a soft brush
- Do not soak or immerse the product in water
- Store the product in a cool dry place and out of direct sunlight
- DO NOT use bleach, solvents, abrasives, synthetic detergents, wax polishes, antibacterial sprays or wipes
- Operating temperature for the actuator is +5°C - +40°C
- The actuator should be used for no more than 2 minutes at a time followed by a downtime of at least 18 minutes.
- For further information, please refer to your regional healthcare cleaning guidelines

7.1 CHARGING THE BATTERY

- Apply the brakes to the castors before charging. Also do not use the chair whilst charging.
- When the battery is low a buzzer will sound. When this happens plug the charging cable into the socket on the battery pack assembly on the push handle of the chair.
- Plug the other cable into a mains socket and turn on to begin charging the battery.
- The battery will become fully charged in approximately 6 hours.

7.2 DAILY CHECKS

- Check for signs of wear, tear or damage.
- Check the tray (if supplied) to ensure no parts are loose or damaged.
- Check for missing parts.
- Check that all screws are present and tighten correctly, and are not cross-threaded or damaged.
- Check all straps for fraying, and that buckles are not missing/damaged.

- Check that the hand wheels tighten correctly, and are not cross-threaded or damaged.
- Check that the castors run freely and the brakes on each castor function correctly.
- Check cam locks are not missing/damaged, and that they hold harness straps securely when locked.
- Check that the high-low actuator feature operates correctly.
- Check that the tilt-in-space feature operates correctly.
- Check that the footplate is set to the correct height for the client, and that it is securely in place.

7.3 SERVICE INTERVAL

The Samba HiLo Seating System should be serviced every 12 months. Servicing must only be undertaken by a Smirthwaite Ltd service engineer, or by a Smirthwaite Ltd trained representative.

7.4 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.

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 re-issued.

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

7.5 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.
2. A full service and inspection are 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 reserves the right to limit support where parts/components are no longer available.

7.6 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.

7.7 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.**

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 Ltd trained engineer).

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

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E: enquiries@smirthwaite.co.uk

If in any doubt, ALWAYS seek ADVICE.

7.8 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 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.



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 contact our product design department, using enquiries@smirthwaite.co.uk

Smirthwaite Ltd reserves 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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E: enquiries@smirthwaite.co.uk

10.0 WARRANTY & AFTERSALE

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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