

48680 – Four Panel Art Easel

Assembly Instructions

Components:	Part	Name	Qty	Part	Name	Qty	Part	Name	Qty	Tools Required	
	A.	Art Panel	4	B.	Tray	4	C.	60mm Screw	16		Electric Drill
	D.	25mm Screw	32	E.	L-Bracket	8					H4 Driver Bit
											PZ2 Driver Bit
											2mm Drill Bit
											Tape Measure

1. Check you have all the components. Two adult assembly. Ensure to remove protective film from the art panels.	2. Position parts A & B as shown.	3. Fix in place using 4x 60mm screws.	4. Repeat steps 2-3.
5. Position two art panels as shown.	6. Position part C approx. 5cm from the top edge as shown.	7. Using a pencil mark four hole positions.	8. Drill four pilot holes approx. 1cm deep using a 2mm drill bit.

9. Reposition part C and fix in place using 4x 25mm screws.	10. Position part C approx. 5cm from the bottom edge as shown.	11. Repeat steps 7-9.	12. Position an art panel as shown. Repeat steps 6-11.
13. Position an art panel as shown.	14. Repeat steps 6-11.	15. Repeat steps 6-11.	16. Done.

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Warning! Choking Hazard - Small Parts.

Not suitable for children under 3 years.

Please retain the information on this pack for future reference.



Outdoor Wooden Products

Installation

- For any self-assembly products, ensure that it is fully and correctly assembled by following the instructions that are provided with the item. Please contact Cosy if you do not receive these instructions prior to assembly as Cosy is not liable for damage caused by incorrect assembly. Small parts such as screws, rivets, nuts, bolts, and washers need regular checks to ensure they are securely in place as part of your care and maintenance routines.
- Outdoor wooden products can be heavy and must be moved and handled correctly when building and siting them. They should be moved by at least two people using best practice manual handling techniques and procedures.

Safety

- As many of the products we supply are classed as 'toys' children should be appropriately instructed and supervised at all times when using them.
- As with any new piece of equipment or new children using existing equipment, a risk benefit assessment needs to be undertaken and rules for use clearly communicated to ensure maximum fun in the safest way.
- Point out obvious specific risks relating to individual products and rules of use.
- Identify which products may need higher levels of supervision and store them in an area to be treated differently.
- If you are using outdoor products, be aware that the risk will increase relating to certain weathers such as increased slippiness, manage accordingly.
- Inform the participants that as some items are heavy or long, they should not be carried or held above head height and that some should ideally be moved using two people to ensure that no injuries occur.
- Ensure all supervisors are risk awareness trained and there is a sufficient level of supervision at all times.

Maintenance

Outdoor wooden products can be prone to changes in appearance and shape, especially in extreme weather conditions. These will not affect the structural integrity of the product; this is a natural feature.

- All treatment on the play equipment **MUST** be re-applied 6-12 months after purchase to help prolong its life.
- Please ensure that any stains or paints used are child-friendly and non-toxic.
- If the blackboard paint begins to deteriorate, you can refresh this by sanding off the spoiled paint and reapplying over this area. You can purchase this paint directly from Cosy or any respectable hardware retailer.
- Feel free to sand any edges that become rough or splintered and wire brush any mould or moss to keep the product useable and clean.
- If your product has doors, ensure that at the end of each session, the doors are completely closed with all latches used where applicable to help lessen any warping over time.
- These products can be used inside and outside. They must be stored dry in a covered area when not in use as this will greatly prolong their lifespan.
- Check play equipment daily after use for breaks and hazards such as cracks and splinters.
- We recommend that all products are checked and maintained regularly to ensure they are kept in pristine condition.