

55000 – Outdoor Large Healdswood Shelf

Assembly Instructions

Components:	Part	Name	Qty	Part	Name	Qty	Part	Name	Qty	Tools Required
	A.	Side Panel	2	B.	Lower Back Panel	1	C.	Upper Back Panel	1	Allen Key
	D.	Bottom Shelf	1	E.	Middle Shelf	1	F.	Top Shelf	1	
	G.	40mm Screws	26	H.			I.			

1. Check you have all the components. Adult assembly required.

2. Position one of part A and part B as shown.

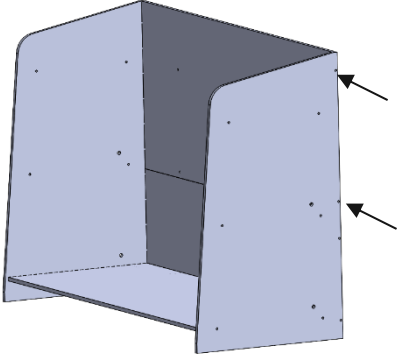
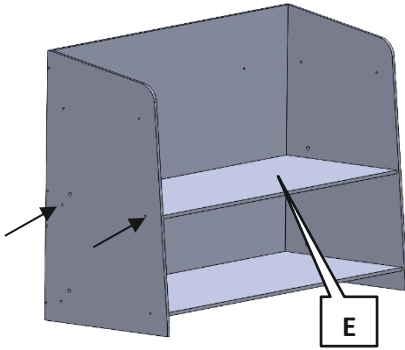
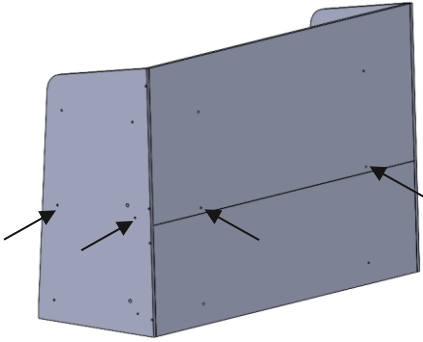
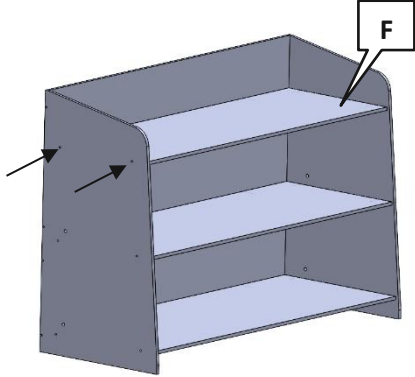
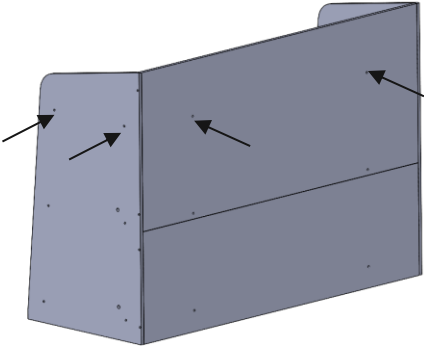
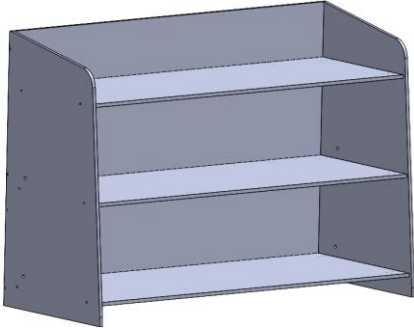
3. Fix together using 2x 40mm screws as indicated.

4. Position the remaining part A as shown. Fix in place using 2x 40mm screws as indicated.

5. Position part D as shown. Fix in place using 2x 40mm screws.

6. Fix in place further using 4x 40mm screws.

7. Position part C as shown. Fix in place using 2x 40mm screws as indicated.

			
8. Fix in place further using 2x 40mm screws as indicated.	9. Position part E as shown. Fix in place using 2x 40mm screws.	10. Fix in place further using 4x 40mm screws as indicated.	11. Position part F as shown and fix in place using 2x 40mm screws.
			
12. Fix in place further using 4x 40mm screws as indicated.	13. Done. Enjoy!		

Indoor 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.
- Indoor 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 these products outdoors 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

- 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.
- Some of these products can be used outside, but they must be stored indoors at the end of the day.
- 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.