



Squiggles Early Sitting System
User Instructions

LECKEY[®] 
Squiggles



The Squiggles Early Sitting System is an Early Intervention product designed to offer a range of therapeutic positions during play time. This manual shows how you can quickly, easily and safely make use of all the functions. The instructions on safety and maintenance will ensure that you will enjoy the use of this product fully.



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1. Intended Use

The Squiggles Early Sitting System is an activity seat which has been designed for children with disabilities aged 18 months to 48 months for Early Intervention use at home and/or in the school environment.

2. Declaration of Conformity

James Leckey Design Ltd. As manufacturer with sole responsibility declares that the Squiggles Early Sitting System conforms to the requirements of the 93/42/EEC Guidelines and EN12182 Technical aids for disabled persons general requirements and test methods.

3. Terms of Warranty

The warranty applies only when the product is used according to the specified conditions and for the intended purposes, following all manufacturer's recommendations (also see general terms of sale, delivery and payment). A two year warranty is provided on all Leckey manufactured products and components.

4. Product History Record

Your Leckey product is classified as a Class 1 Medical device and as such should only be prescribed, set up or reissued for use by a technically competent person who has been trained in the use of this product.

5. Product Training Record (Parents, Teachers & Carers)

Your Leckey product is a classified as a Class 1 Medical device and as such should only be prescribed, set up or reissued for use by a technically competent person who has been trained in the use of this product. Leckey recommend that a written record is maintained to provide details of all setups, reissue inspections and annual inspections of this product.

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6 Safety Information



1. Always read instructions fully before use.



2. Users should not be left unattended at any time whilst using Leckey equipment.



3. Only use Leckey approved components with your product. Never modify the product in any way. Failure to follow instructions may put the user or carer at risk and will invalidate the warranty on the product.



4. If in any doubt to the continued safe use of your Leckey product or if any parts should fail, please cease using the product and contact our customer services department or your local dealer as soon as possible.



5. Some adjustments may require the use of a tool which is provided with each product. Keep all tools out of reach of children.



6. When putting the user into a seating system, both for positional and safety reasons, always secure the pelvic harness first.



7. Adjustments can be made with the user in the product.



8. Lifting and handling guidelines should be followed at all times. We do not recommend that users are moved while using the product. All due care and attention should be taken if transporting the user in and out of the seat.



9. Always ensure the system is placed on an even non slip surface before putting a user into the product.



10. Ensure all rubber feet are present on product base. Additional feet are supplied with your system.



11. When the Trunk Support is in use please ensure the flexi rods are fully engaged & secure.



12. Always ensure the Trunk Support angle is fixed on both sides and cannot be adjusted accidentally by other children.



13. When the Prone Bar is in use please ensure that the poppers are fully engaged and system is stable.



14. When using the Activity Tray ensure the tilt angle is locked on both sides and cannot be adjusted accidentally by other children.



15. Ensure the seat cover side flaps are fastened to prevent the child accessing the adjustments.



16. When the system is being used on a dining chair please ensure the seat is attached securely with the straps provided. Make sure the base is stable and does not slide before you place the user in the seat.



17. Do not use the leg support when attaching the seat to a dining chair.



18. The product contains components which could present a choking hazard to small children. Always check that locking knobs and bolts within the child's reach are tightened.



19. Leckey products comply with fire safety regulations in accordance with EN12182. However the product contains plastic components and therefore should be kept away from all direct sources of heat including naked flames, cigarettes, electric and gas heaters.



20. Clean the product regularly. Refer to (11) Cleaning and care information. Do not use abrasive cleaners. Carry out maintenance checks on a regular basis to ensure your product is in good working condition.



21. The product is designed for indoor use and when not in use should be stored in a dry place that is not subjected to extremes of temperatures. The safe operating temperature range of the product is +5 to +40 deg Celsius.

How to unpack and assemble the Early Sitting System

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Check parts

Congratulations on purchasing your Squiggles Early Sitting System. When opening the box take care not to cut through the box as you may damage some of the parts contained inside. All of the parts will be contained in polythene bags with each one clearly labelled. Carefully remove them from the boxes and check you have all the parts you have ordered.



Safety First

Keep polythene bags away from children.

Once you have checked you have all the components you ordered you are then ready to assemble the System.

Multi-tool

A number of adjustments will require the use of the multi-tool, which is supplied with each seat and can be found together with your information pack.

Seat Assembly

Components will be disassembled for shipping. You will receive the Seat base assembly with cover and pelvic harness fully attached together with the trunk support and any additional components you have ordered in separate packaging.

Dynamic trunk support attachment

To attach the dynamic trunk support to the seat base sleeve the plastic rods into the receiving tubes on either side of the seat base. Set to the minimum height and secure with the allen bolts using the Lacey tool provided.



Attaching the leg support to the seat

The leg support is supplied complete with support cushion, leg abduction pommel and a positioning strap.

To attach the leg support assembly insert the inner tubes into the receiving sleeves on the seat base assembly and secure at the sides with the locking knobs. The maximum extension is indicated by two holes on the inner tubes, when these are visible the leg support assembly is in it's maximum extension.



Prone bar attachment

If you have ordered the prone bar, remove it from its packaging. This component should only be used with the seat assembled together with the Leg Support.

To attach the prone bar, turn the seat base upside down, press the poppers in and slide the prone bar into the receiving tubes at the back of the seat. The bar is secure when the poppers are engaged in the holes in the receiving tubes. To remove reverse the process.



When the part is not in use store it in a safe place out of reach to children.



Tray assembly

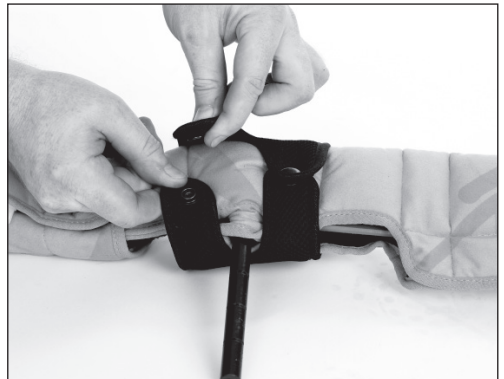
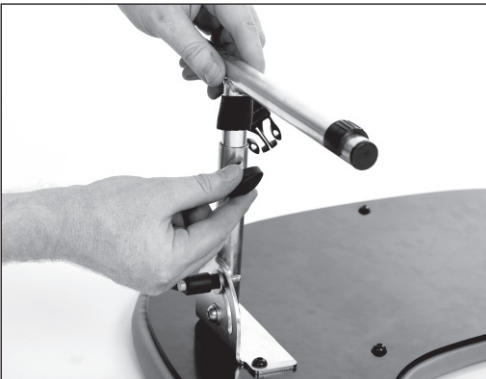
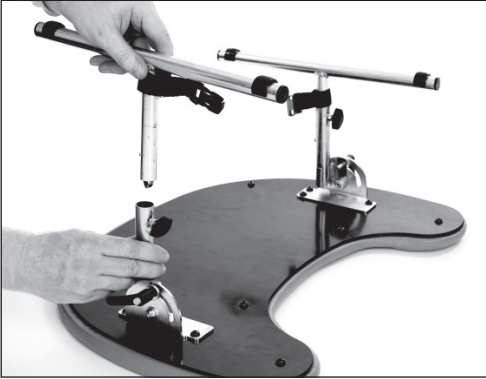
If you have ordered a Tray it will come packaged disassembled for transport.

To assemble insert the tubes into the outer sleeve until the popper engages. Secure with plastic knob. Repeat for the other leg, ensuring both legs are set to the same height.

Spacer Pads

To attach the spacer pads first remove the dynamic trunk support from the seat assembly and lay it down flat on a work surface.

Wrap the spacer pad/s around the cushion ensuring that the top fastens down over the bottom between the flexi rods and secure with the snap fasteners. Reattach the dynamic trunk support to the seat base as detailed above under “Dynamic trunk support attachment”



Flexion Roll

The flexion roll contains hooky strips underneath the support to attach it to the seat cover. Position the roll in the desired location ensuring the hooky attaches securely to the loop panel of the seat cover.

Abduction pommel

Position the support in the desired location ensuring the hooky attaches securely to the loop panel of the seat cover.



Attachment Straps

The Early sitting system is supplied with two attachment straps which can be used to secure the seat base to a dining chair for feeding or other activities at table height.

One strap should be attached around the seat base of the dining chair and the other should be secured around the back rest. To attach the straps to the seat base feed the end of the strap through the plastic ring (A) and loop back through the three bar slide (B). repeat on the other side. Then clip the plastic buckle together in the centre.

To attach the straps to go round the backrest, feed the end of the strap through the slot in the metalwork (C) and loop back through the three bar slide (D). repeat on the other side. Then clip the plastic buckle together in the centre.



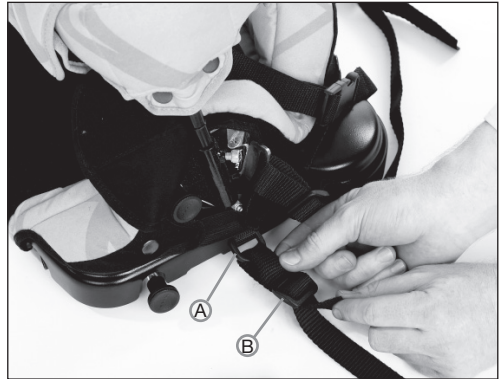
Ensure the product is secure and stable before you place the child in the seat.



Do not use the Leg support attachment when positioned on a dining chair.



Never leave the child unattended at any time when the seat base is attached to a dining chair



Fitting the cushions



Seat cushion attachment

To attach the seat cushion place the seat shell onto a flat work surface. Drape the side panels over the shell and then align the hooky with the receiving fluffly on the seat base. Secure the two top front fasteners first, then turn upside down and secure the two fasteners underneath the seat shell. Line up all remaining external fasteners to secure the cover in place.

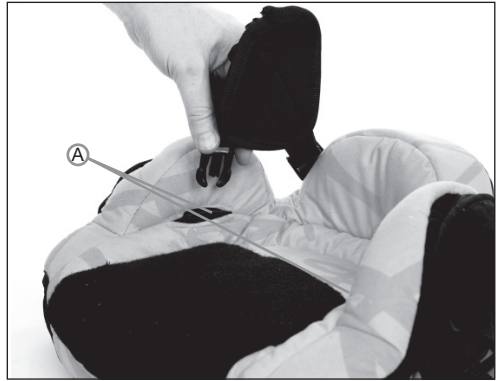
Once the cover is secured feed the two female buckles through the slits at either side to allow attachment of the four point pelvic harness. Ensure the buckles are protected by the cushion at all times to prevent irritation to the user.



Always ensure the side flaps conceal the adjustments and metalwork away from children.

Four point pelvic harness attachment

The Pelvic Harness contains four attachment points, two at the front (A) and two at the back (B). Clip the two front buckles into their receivers on either side of the seat base. Then attach the remaining two rear buckles into their receivers at the rear of the seat base.



Dynamic trunk support cushion attachment

To attach the cushion first remove the dynamic trunk assembly from the seat base and lay it down flat. Open the side fasteners and hooky panels of the trunk support. Insert one end of the assembly into the pocket in the cushion. Then sleeve the other end of the inner into the opposite end of the cushion. Once in position snap the fasteners together around the plastic rods and the one fastener in the middle of the support plate. Finally secure the Velcro tabs at the back. You can then reattach the trunk support as detailed in Section 7.



Leg support cushion and positioning strap attachment

The leg support cushion and pommel is secured by Velcro , simply position the cushion in the recess and push down firmly to locate in position.

The positioning strap is attached by looping the strap underneath the plastic base and securing the Velcro panel to the base.



Clinical setup for Postural Management

The clinical setup of the product should be completed by a technically and clinically competent person who has been trained in the use of the product. Leckey recommend a written record is maintained of all clinical setups for this product.



Pelvic harness

Always secure the Pelvic harness first when placing the child in the seat. Loosen all the straps to their maximum before placing the child in the seat. First secure the plastic buckle (C) in the middle. To adjust the depth, adjust straps (A) on both sides and (B) for height.



Always attach the pelvic strap first before making any other adjustments

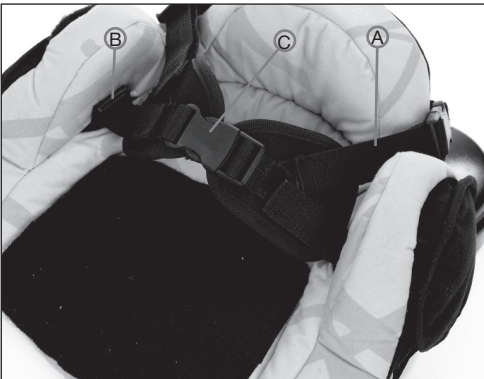
Dynamic trunk support height adjustment

The dynamic trunk support is designed as a mid thoracic support to allow movement. The height can be adjusted while the child is in the seat to provide more or less support depending on the child's abilities.

To height adjust loosen the allen bolts at either side with the Leckey tool, slide the rods to the required height and re-tighten. Use the grooves on the rods to ensure they are at the same height.



Never adjust the height beyond the third groove on the plastic rods as this indicates the maximum height adjustment available.



Dynamic trunk support angle adjustment

The trunk support can be secured in an upright sitting position, or locked in any angle, retaining flexibility. It can be adjusted while the user is in the seat. To angle adjust, open the flap at either side and loosen the plastic knobs, set the supports to the desired position and then retighten securely.

Use the markers on the labels as a guide to ensure both sides are set to the same angle

Dynamic trunk support width adjustment

To width adjust the trunk support open the flap at the front and pull the tensioning strap to the desired position. The flap is attached with Velcro® and can be repositioned so it is centrally aligned around the child.

Close the flap and secure with the two snap fasteners at the front.



If the child has a feeding tube ensure the trunk support does not restrict or interfere with it.



Prone bar

This position can be used to promote development of the spinal curves, stability of the trunk and improved function. The seat base with the leg support attached can be elevated into prone by inserting the prone bar into the underside of the seat base.

To attach the prone bar, turn the seat base upside down, press the poppers in and slide the prone bar into the receiving tubes at the back of the seat. The bar is secure when the poppers engage in the holes in the receiving tubes. To remove reverse the process.

Place the seat with prone bar attached on a stable flat surface.

Set the trunk support angle to 115 degrees so the child is in an upright position. Fine tuning of the trunk support can be carried out with the child in the seat.



Check that the product is stable and never leave the child unattended especially if they are very active in the seat.



Leg support pommel and positioning strap

We recommend that the leg abduction pommel be used when using the positioning strap. Attach the leg abduction pommel onto the receiving loop of the leg support cushion and press down firmly to secure.

With the hooky panel firmly secured to the underside of the leg support moulding, wrap the two straps over the child's legs with the abduction pommel secured. Insert the two straps through the plastic slide and tension the straps as desired.

Flexion roll

By removing the leg support and placing the flexion roll under the knees, a more flexed sitting position can be provided for the child. The raised seat base helps to prevent the legs from falling into abduction, and the pelvis into posterior tilt, providing a more symmetrical and functional position.

The flexion roll is attached by Velcro and can be positioned on the seat base cushion so that it rests comfortably behind the child's flexed knees.



Seat base abduction pommel

Adding the abduction pommel to the seat base increases the stability offered, by abducting and externally rotating the femurs.

The abduction pommel is attached by Velcro and can be positioned on the seat base cushion so that it provides optimum support for abduction or adduction prevention.



Padded activity tray

The padded activity tray can be angle, height and depth adjusted to provide optimum support for, posture function or play activities.

To height adjust the tray loosen the plastic knobs (A), press the popper in (B), slide the inner tube to the desired position and re-tighten the plastic knob (A). Ensure that the poppers are in the same hole position at either side so the tray remains level.

To angle adjust loosen the plastic handle (C) at either side of the tray, tilt the tray to the desired position and re-tighten the plastic handle.

The tray can be simply depth adjusted by pushing the tray closer to the child. However, to prevent an active child from pushing the tray away it can be secured to the seat base with the additional attachment straps (D) provided.

To secure the tray, clip the buckles at the base of the tray into the attachment strap receivers at the bottom of the seat base. The depth can be set by adjusting the straps.



Always use caution to ensure the child's hands or arms do not become trapped when adjusting the tray.



Always use caution to ensure that fingers do not become trapped in the slot when angle adjusting the tray.



Do not place hot objects on the tray, greater than 30 degrees Celsius.



Please note that the tray is for the use of the user only. Do not lean or place heavy objects on the tray, greater than 8kgs (17.6lbs)



Frequent adjustment for daily use

(therapists / carers / parents)

Parents and carers should be shown how to make frequent adjustments and made aware of the safety checks in Section 6 by a technically and clinically competent person who has been trained in the use of the product. Leckey recommend that a written record is maintained of all parents and carers who have been trained in the use of this product.

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Transferring your child into and out of the seat

Before placing the child in to the system carry out the daily product inspection as outlined in section 12 of this user manual. The system should always be positioned on a flat surface so that it is stable. Make sure the safety buckle on the dynamic trunk support and pelvic harness are released and out of the way to facilitate transfer.

Open the cushioned support by first unfastening the front panel and unclipping the plastic buckle in the centre. Pull the flexible supports out of the way to aid lifting the child in or out of the seat.



Adjust the harnesses so the child cannot slide or creep forward in the seat.



Pelvic harness

The correct positioning and tensioning of the pelvic harness is key to a child's postural management affecting their comfort and ability to achieve functional goals. Please ask your therapist as to the correct tensioning of straps for your child as this is critical to good postural management.

Loosen all the straps to their maximum before placing the child in the seat. First secure the plastic buckle (C) in the middle. To adjust the depth, adjust straps (A) on both sides and (B) for height.



Always attach the pelvic strap first before making any other adjustments



The harness may need to be repositioned depending on the clothing worn.



Check harness is secure to ensure the child is safe and cannot slide forward in the seat.



Dynamic trunk support adjustment

If the child requires trunk support as part of their postural support programme it may need to be repositioned depending on the activity.

To change the width of the trunk support, unfasten the front panel adjust the straps to the desired position and refasten the front panel.

To set the height and angle of the dynamic trunk support please refer to section 10 Clinical setup for postural management



Always check with your therapist as to the optimum positioning and tensioning of the straps and support items.



If the child has a feeding tube, ensure the straps or cushions do not interfere with it.



Padded activity tray

The padded activity tray can be angle, height and depth adjusted to provide optimum support for, posture function or play activities.

To height adjust the tray loosen the plastic knobs (A), press the popper in (B), slide the inner tube to the desired position and re-tighten the plastic knob (A). Ensure that the poppers are in the same hole position at either side so the tray remains level.

To angle adjust loosen the plastic handle (C) at either side of the tray, tilt the tray to the desired position and re-tighten the plastic handle.

The tray can be simply depth adjusted by pushing the tray closer to the child. However, to prevent an active child from pushing the tray away it can be secured to the seat base with the additional attachment straps (D) provided.

To secure the tray, clip the buckles at the base of the tray into the attachment strap receivers at the bottom of the seat base. The depth can be set by adjusting the straps.



Always use caution to ensure the child's hands or arms do not become trapped when adjusting the tray.



Always use caution to ensure that fingers do not become trapped in the slot when angle adjusting the tray.



Do not place hot objects on the tray, greater than 30 degrees Celsius.



Please note that the tray is for the use of the user only. Do not lean or place heavy objects on the tray, greater than 8kgs (17.6lbs)



11 Cleaning & Care Information

How to Maintain

When cleaning we recommend that you use only warm water and a non-abrasive detergent. Never use organic solvents or dry cleaning fluids.

Upholstery and Fabrics

Cleaning the Fabric (Manufacturer guidelines)

The most effective way to clean the fabric is by using warm water and a detergent, such as Fairy Liquid following the simple steps shown below.

1. Soak a cloth eg a J cloth in warm water and wring out the excess liquid. (For body fluids eg. blood, urine, use cold water).
2. Apply a small amount of detergent onto the cloth.
3. Clean the fabric paying particular attention to badly stained areas.
4. Apply the cloth to the fabric using a firm circular motion.
5. A nylon nailbrush can be used on more stubborn stains. This fabric is extremely durable and brushing it will not cause any damage.
6. Rinse off the surface of the fabric with warm water ensuring all soap residue is removed. **This fabric is totally waterproof.** Water will not penetrate the surface of the fabric and get through to the foam filling. However, care should be taken where there are stitch lines as liquid may seep through.
7. The fabric can then be either left to dry naturally or any excess surface moisture can be mopped up using paper towels.
8. Once the fabric has dried it is advisable to lightly brush the surface using a soft brush.
9. More stubborn stains can be removed using mineral spirit or isopropyl alcohol providing the area being cleaned off is washed with soap and water immediately afterwards. A half cup of household bleach to 5 litres of water can

also be used as a useful disinfectant.

10. Chlorine based cleaning agents such as CHLOR-CLEAN or HAZ-TABS can be used to disinfect the product providing they do not contain more than 10% chlorine by volume.

11. When using a proprietary product it is important to follow the directions on the container.

12. Never use organic solvents such as dry cleaning fluids.

13. Always ensure the product is dry before use.

As an alternative to the steps outlined above, alcohol wipes can be used as an effective means of cleaning to prevent cross infection.

Following independent testing excellent stain removal has been found for -

Simulated Vomit (Porridge), Simulated Vomit (Pureed Carrot), Orange Juice, Gravy, Toast/ Butter/Marmite, Tomato Sauce, Salad Cream/ Mayonnaise, Lipstick, Nail Varnish, Ball Point Pen Marks, Soy Sauce, Fruit Juice, Animal Blood, Urine, Iodine, Betadine, Suntan Lotion, Grease.

Antifungal/Antimicrobial Properties

The upholstery used on the positional components has an antifungal and antimicrobial treatment which helps to prevent and contain cross-infection. This treatment is permanent and cannot be washed out. If you clean your product using the methods described the risk of cross-infection will be greatly reduced.

Metal and Plastic Components

1. Soap and water or antibacterial spray can be used for daily cleaning.
2. For deep cleaning a low pressure steam cleaner can be used.
3. Do not use solvents eg Cellulose Thinners to clean plastic or metal components.
4. Make sure the product is dry before use.

12 Daily Product Inspection

(Therapists, parents & carers)

We recommend that daily visual checks of the equipment are carried out by therapists, carers or parents to ensure the product is safe for use. The recommended daily checks are detailed below.

1. Ensure all adjustment knobs and bolts are in place and secure.
2. Check all upholstery and Velcro® for signs of wear and tear.
3. Ensure the pelvic harness is fully secured around the user and they cannot slide or creep forward in the seat.

If in any doubt to the continued safe use of your Leckey product or if any parts should fail, please cease using the product and contact our customer service department or your local dealer as soon as possible.

13 Annual Product Inspection

(Therapist, Technician, Leckey Product Advisor, Dealer)

Leckey recommend that each product should be subject to a detailed inspection at least once a year and every time the product is reissued for use. This inspection should be carried out by a technically competent person who has been trained in the use of the product and should include the following checks as a minimum requirement.

1. Check all knobs, nuts, bolts and plastic buckles are in place, replacing any missing items. Paying particular attention to the following items;
 - Trunk Support height and angle adjustments bolts.
 - Pelvic harness attachment points.
 - Chair attachment straps.

2. Check that there is no visible wear or tear on the metal or plastic components.

3. Visually check the structure of the product paying attention to weld points on the frame ensuring there are no signs of fatigue or cracking around the welds.

4. Leckey recommend that a written record is maintained of all annual product inspections.

If in any doubt to the continued safe use of your Leckey product or if any parts should fail, please cease using the product and contact our customer service department or your local dealer as soon as possible.

14 Re-issuing Leckey Products

Most Leckey products are assessed and ordered to meet the needs of an individual user. Before reissuing a product we recommend that the therapist prescribing the product has carried out an equipment compatibility check for the new user and has ensured that the product being re-issued contains no modifications or special attachments.

A detailed technical inspection should be carried on the product prior to re-issuing. This should be carried out by a technically competent person who has been trained in the use and inspection of the product. Please refer to section 13 for the required checks to be carried out.

Ensure the product has been cleaned thoroughly in accordance with section 11 of this manual.

Ensure a copy of the user manual is supplied with the product. A copy can be downloaded from our website www.leckey.com

Leckey recommend that a written record is maintained of all product inspections carried out during the reissue of the product.

If in any doubt to the continued safe use of your Leckey product or if any parts should fail, please cease using the product and contact our customer service department or your local dealer as soon as possible.

15 Product Servicing

Servicing of all Leckey products should only be carried out by technically competent persons who have been trained in the use of the product.

In the UK & ROI please contact the Leckey Service Centre on UK 0800 318265 or ROI 1800 626020 and our customer service department will be delighted to assist you with your servicing requirements.

All international service enquiries should be directed to the appropriate Leckey distributor who will be delighted to assist you. For further information on Leckey distributors please visit our website www.leckey.com

16 Technical Information

User	
Age	Max 48 months
Weight	Max User Weight 18kg / 39.6lbs
Stature	Max 1000mm / 39.4 inches
System dimensions	
Floor Mat Width Length	760mm / 26.3 inches 950mm / 37.4 inches
Sitting Support Height Depth Seat width Min Max	190mm / 7.4 inches 300mm / 11.8 inches 200mm / 7.9 inches 250mm / 9.8 inches
Support Roll small Width Length	60mm / 2.4 inches 600mm / 23.6 inches
Support Roll medium Diameter Length	80mm / 3.2 inches 700mm / 27.5 inches
Trunk Wedge Width Length Angle	270mm / 10.6 inches 208mm / 8.2 inches 7.5 degrees
Positioning Straps Width Length	80mm / 3.14 inches 660mm / 25.9 inches

Code: Description:

- 119-600 Seat Shell
- 119-673 Leg Support
- 119-627 Activity Tray
- 119-669 Abduction pommel
- 119-670 Flexion roll
- 119-672 Spacer Pads
- 119-062 Prone bar





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