



# Pal

## User Manual



Supporting  
Children

English

**The Pal has been designed for children with mild to moderate needs to help improve their posture and attention. This manual shows you how to adjust the seat and fix any accessories to it.**

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## 1.0 Intended Use

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### **Intended use**

Leckey's seating systems are intended to support children and young adults who have mild to complex postural needs that affect the ability to sit without additional support.

### **Indications for use**

Pal has been designed to offer mild to moderate postural support for children with a variety of disabilities which effect their ability to sit independently. It is indicated for use primarily within a home or classroom environment to offer postural support to help enable the child to engage in longer periods of fine motor table-top activity. Pal comes in four sizes, with an approximate age range of 1-3, 2-5, 4-8 and 7-12 years, each with a maximum weight limit of 30kg [66lbs], 35kg [77lbs], 40kg [88lbs] and 50kg [110lbs] respectively.

## 2.0 Declaration of Conformity

The Pal is classified as a Class I Medical Device under EU and UK regulations. James Leckey Design Ltd as manufacturer with sole responsibility declares that the Leckey Pal conforms to the requirements of the 93/42/EEC Guidelines, Medical Device Regulations 2017, UK Medical Devices Regulation 2002 and EN 12182 Technical aids for disabled persons and test methods.

**Notice to the user and/or patient:** Any serious incident that has occurred in relation to the device should be reported to the manufacturer and the competent authority of the Member State in which the user and/or patient is established.



**NOTE: General user advice**

Not following these instructions may result in physical injury, damage to the product or damage to the environment!

## 3.0 Warnings and Cautions

### 1) WARNING TOPPLING HAZARD

- Using the seat in extremes of its range of positions will reduce its stability. Only use the seat at maximum height and/or maximum seat recline when on level ground (less than 2-degree slope).
- When using the seat on slopes/ramps (up to 10 degrees) ensure that the seat back is in the upright position and the seat height is below half height.

### 2) WARNING FINGER TRAP HAZARD

- Take care that the fingers of the operator or children on the floor do not get trapped

in the powered seat raising and lowering mechanism.

### 3) WARNING OCCUPANT SECURITY

- Ensure that all of the occupant harnesses and especially the pelvic belts are fastened and adjusted to hold the occupant securely in place before moving the seat or leaving the vicinity of the static seat.

### 4) CAUTION FINGER PINCH HAZARD

- Take care when assembling or adjusting the position of the seat components that your fingers do not get pinched when positioning seat components and tightening mountings.

### 5) CAUTION DAILY CHECKS

- The seat is to be checked daily before use to ensure that all harnesses and seating elements are securely attached to the seat and chassis. Also check the battery charging cable for signs of damage before use. See section 'Daily product inspection' for details of checks.

### 6) CAUTION TRIP HAZARD WITH POWERED CHASSIS

- Ensure that battery charging connection for the powered chassis is removed from the seat before moving the seat.

**7) CAUTION CLEANING**

- Clean the seat regularly to prevent the build-up of dirt on the seating elements and the chassis. Accumulated dirt can prematurely wear the seat cushions and encourage corrosion on the chassis. Only use non-abrasive household cleaners and moist cloths, do not use running water on the upholstery whilst it is still attached to the seat. See section 'Cleaning & care information'.

**8) CAUTION CLEANING POWER WASHERS/HOSES**

- Do not use hoses or power washers on the frame components, the electric seat lift system is not sealed against

running water and may be damaged by water ingress. See section 'Cleaning & care information'.

**9) CAUTION SERVICING/ REPAIR OF ELECTRONIC COMPONENTS**

- There are no user-serviceable components in the electric power seat lifting assembly. Servicing and repairs are only to be carried out by Leckey- authorised personnel.

**10) CAUTION DISPOSAL**

- Only dispose of the seat in a community waste disposal site and ensure that the electrical components are removed for separate disposal.

**11) CAUTION BRINGING INTO USE**

- When bringing the seat into use from storage, allow it to acclimatise to ambient temperature for 2 hours first. Wipe off any moisture that has condensed on the product.

## 4.0 Terms of Warranty

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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 sales, delivery and payment). A three year warranty is provided on all Leckey manufactured products and components.

## 5.0 Product History Record

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Your Leckey product is classified as a Class 1 Medical device and we recommend that a written record is maintained to provide details of all setups, reissue inspections and annual inspections of this product.

## **6.0 Product Training Records**

### **[Parents, Teachers & Carers]**

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Your Leckey product is a prescribed Class 1 Medical Device and as such Leckey recommend that parents, teachers and carers using the equipment should be made aware of the following sections of this user manual:

### **7.0 Safety**

### **10.0 Cleaning and Care Information**

### **11.0 Daily Product Inspection**

Leckey recommend that a written record is maintained of all those who have been trained in the correct use of this product.

# 7.0 Safety Information

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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 product or if any parts should fail, please cease using the product and contact our customer services department or local dealer as soon as possible.
5. Carry out all positional adjustments and ensure that they are securely fastened before you put the user into this product.
6. To attach some accessories may require the use of a tool which is provided with the relevant accessory. Keep all tools out of the reach of children.
7. When the product is stationary ensure that all castors are locked and facing away from the base as this will improve product stability.
8. Never leave the product on a sloping surface, greater than 5 degrees.
9. 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 and secure at all times.
10. Leckey products comply with fire safety regulations in accordance with EN12182. However the product contains wooden and plastic components and therefore should be kept away from all direct sources of heat including naked flames, cigarettes, electric and gas heaters.
11. Do not place hot items greater than 40 degrees Celsius (104 degrees Fahrenheit) on the tray. Maximum load on a Size 1 & Size 2 Tray is 5kg; on a Size 3 it is 8kgs.
12. Clean the product regularly. Do not use abrasive cleaners. Carry out maintenance checks on a regular basis to ensure your product is in good working condition.
13. 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 temperature. The safe operating/storage temperature range of the product is +5 to +40 degrees Celsius (41 to 104 degrees Fahrenheit).
14. If a footplate is used, self transfer into the seat is only recommended when the footplate is at its lowest setting, i.e. at floor level. If a footplate is used in any other setting we recommend a risk assessment is carried out (and reviewed as the child grows) and a carer holds the back of the seat while the child transfers in and out of the seat. For additional stability the anti-rocker skis can be attached to the legs.
15. If rocker skis are used, there is potential for the child to trap their foot under the skis or footplate (if attached) during self transfer. We recommend a risk assessment is carried out (and reviewed as the child grows) and a carer holds the back of the seat while the child transfers in and out of the seat.
16. If the seat is used on hard, slippery surfaces the seat may need to be stabilised by a carer while the child transfers in and out of the seat.

# 8.0 Precautions and Contraindications

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## Precautions

- Fixed spinal deformities such as scoliosis or kyphosis
- Severe muscle contractures
- Severe muscular or skeletal asymmetry including hip dislocation
- Progressive and muscle wasting conditions
- High risk or recent history of bone fractures
- High risk of pressure related injury or open sores
- Strong, uncontrolled movement patterns
- Poorly controlled seizure activity
- Children dependent on the use of percutaneous endoscopic gastrostomy
- Medical instability including compromised respiratory or cardiovascular function
- Dependant on 3rd party life-sustaining apparatus such as oxygen tanks
- Significant learning disabilities and/or behavioural issues

## Contraindications

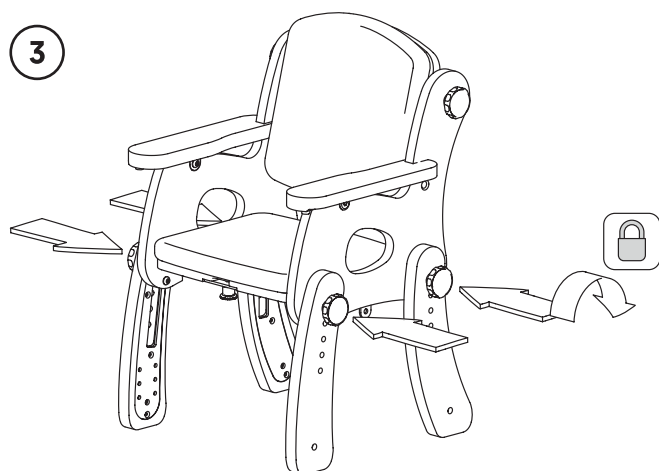
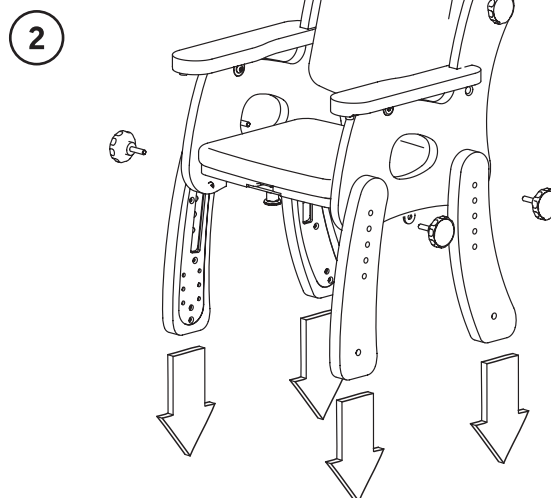
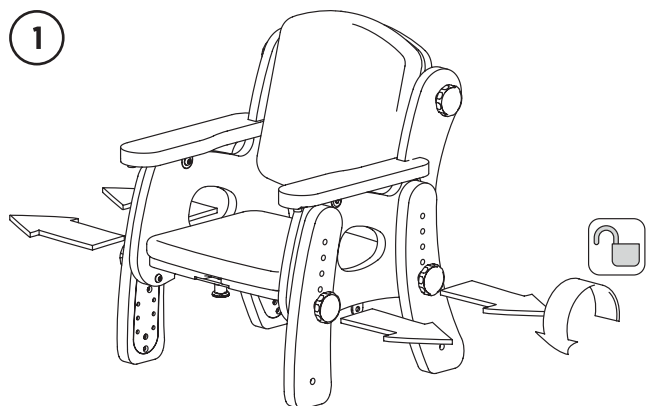
There are no contraindications associated with the Leckey Seating product family.

All precautions and contraindications are taken at the discretion of the prescribing clinician. Leckey recommends a trained and experienced clinician to be present during the initial assessment, set up, configurations and re-issues in order to minimise risk.



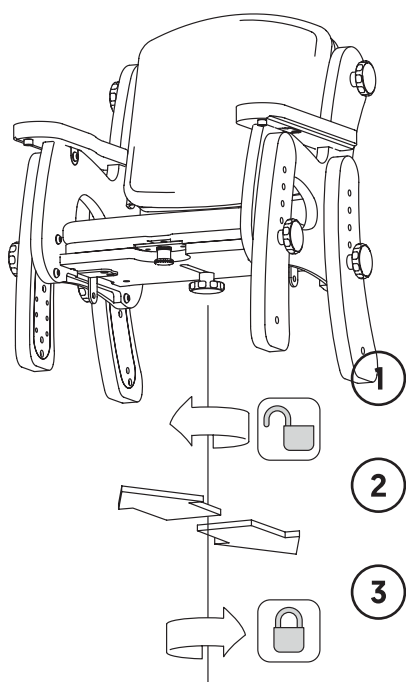
# 9.0 How to adjust seat and attach accessories

## 9.1 Leg adjustment



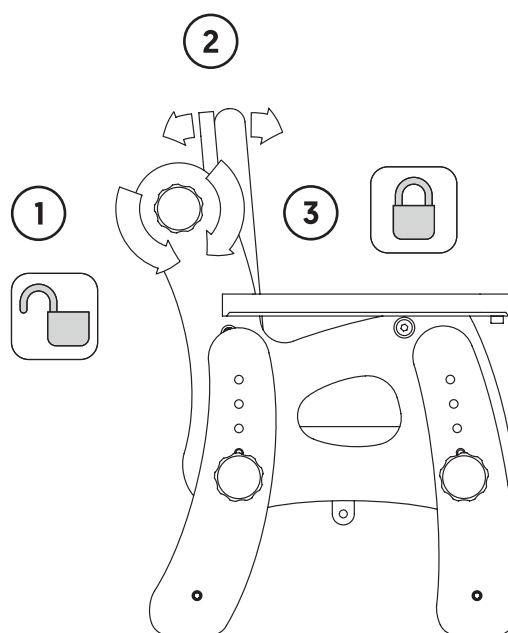
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## 9.2 Seat Depth

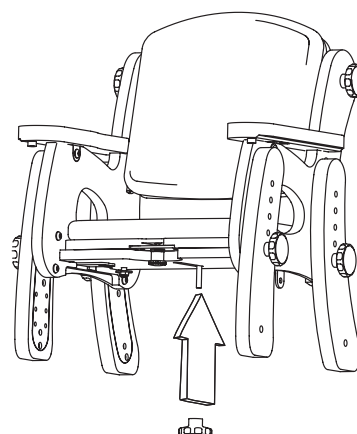
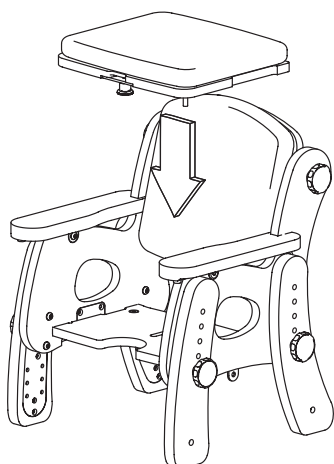
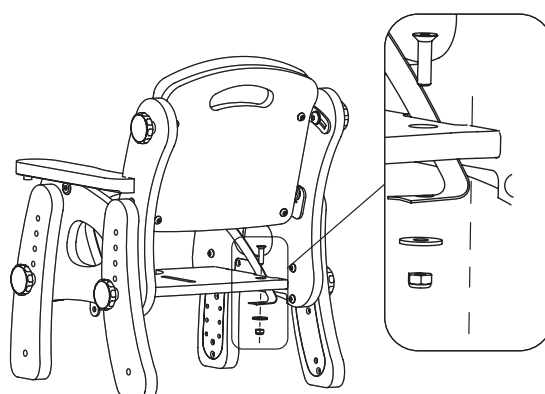
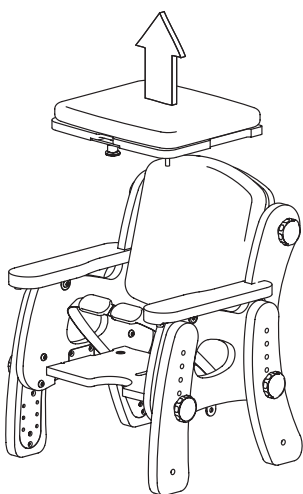
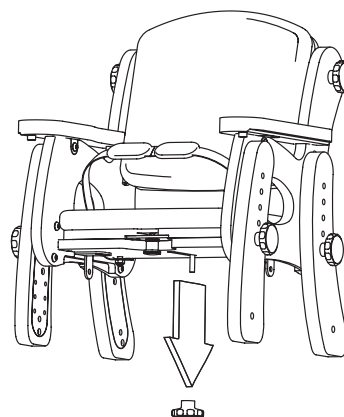
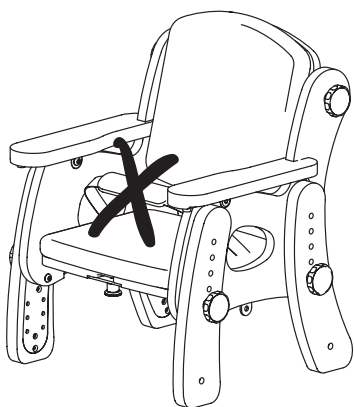


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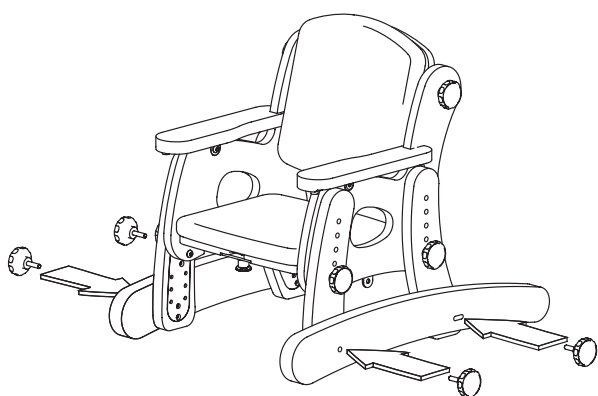
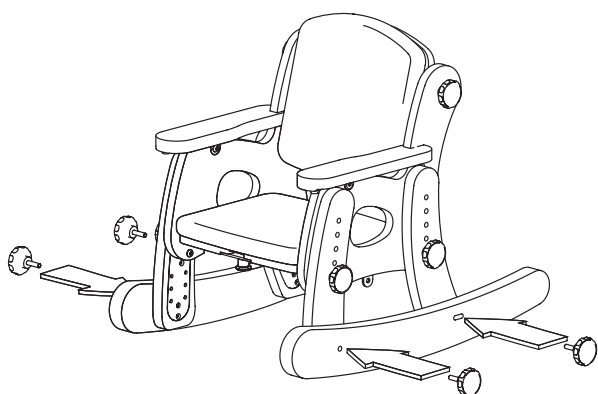
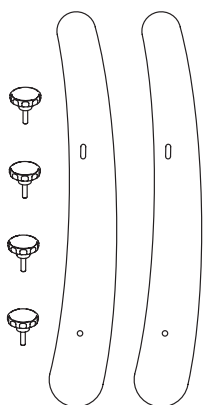
## 9.3 Backrest angle



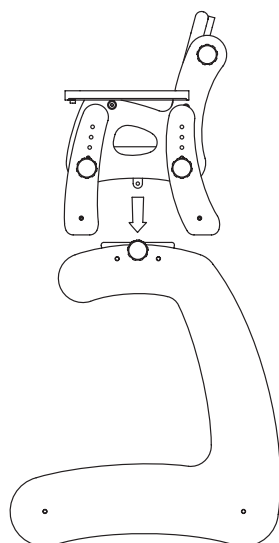
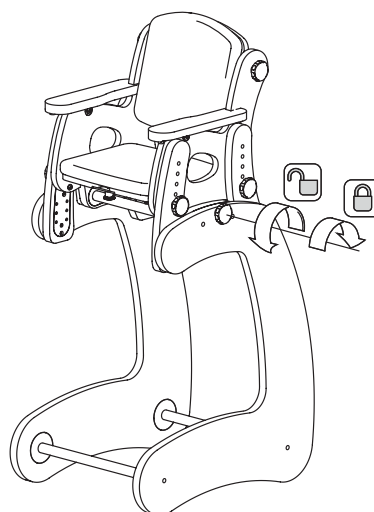
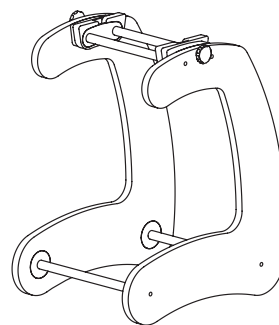
## 9.4 Removing the 2 point pelvic strap



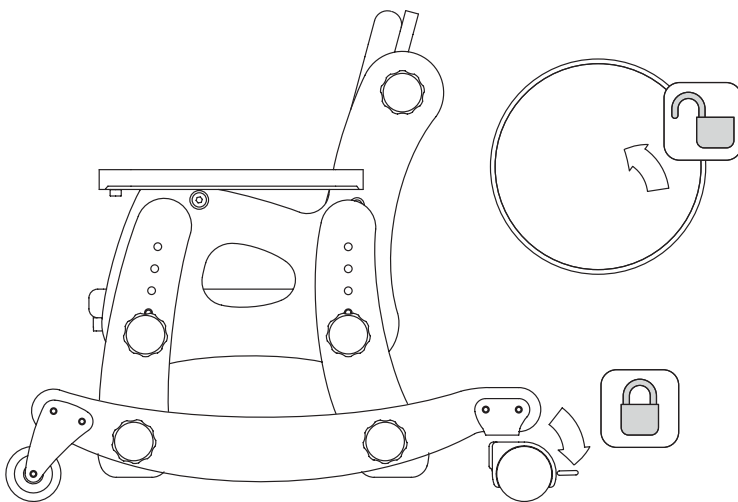
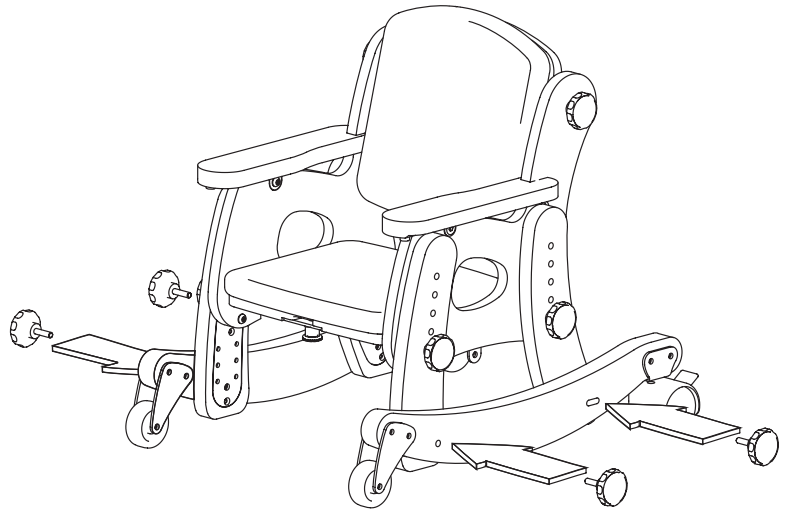
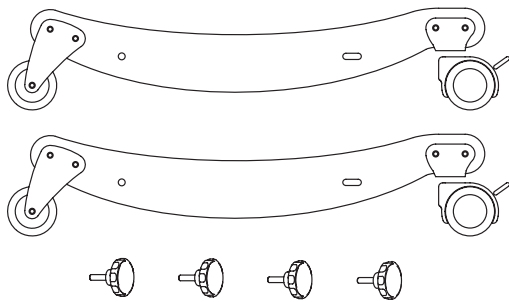
## 9.5 Rocker and stabiliser



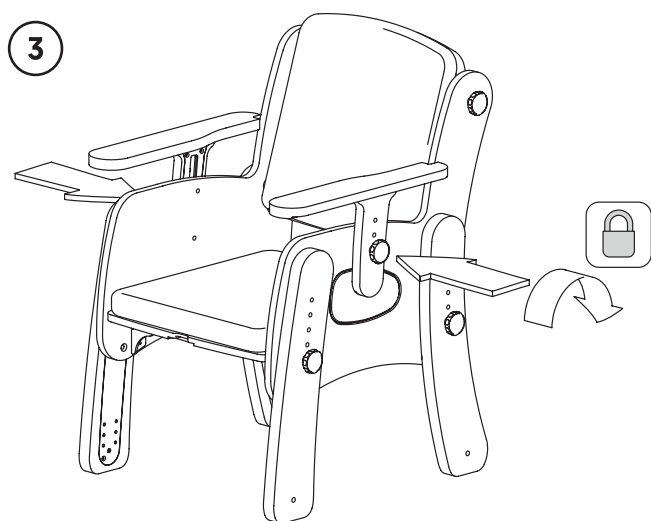
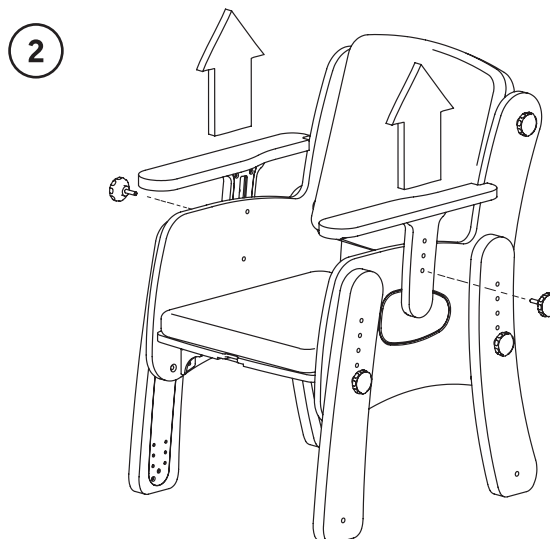
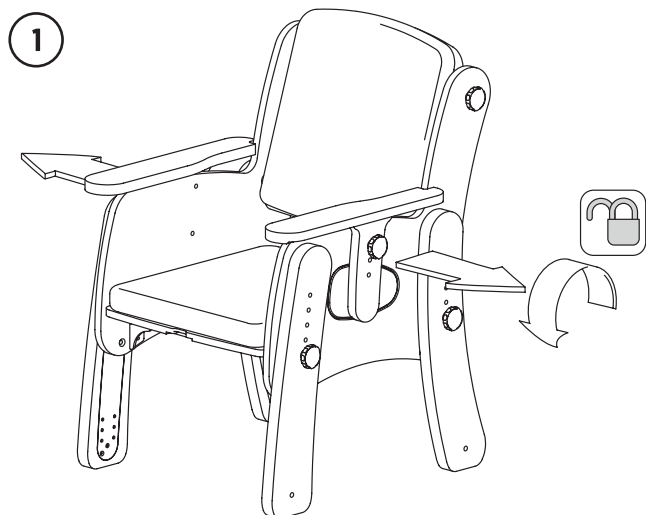
## 9.6 High legs



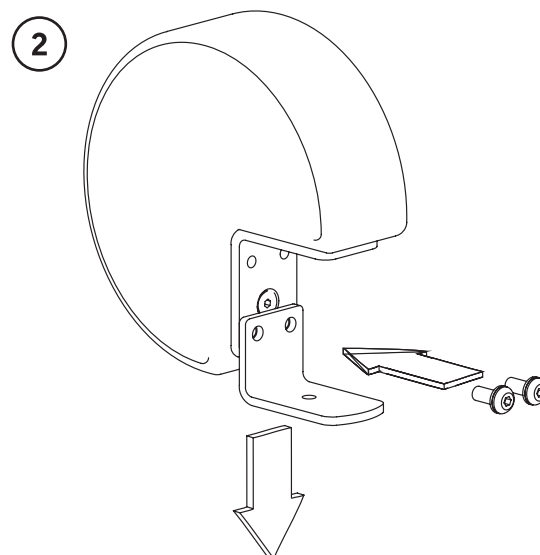
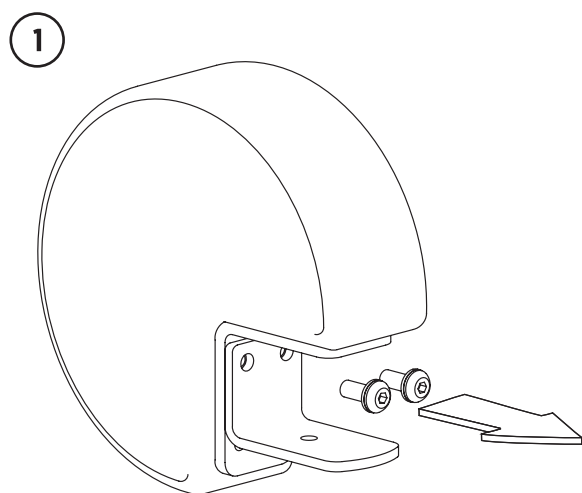
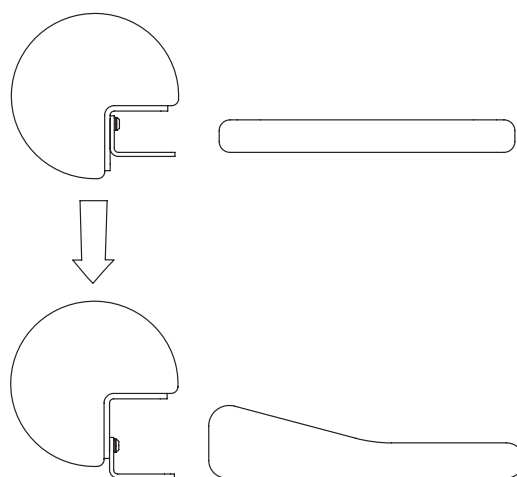
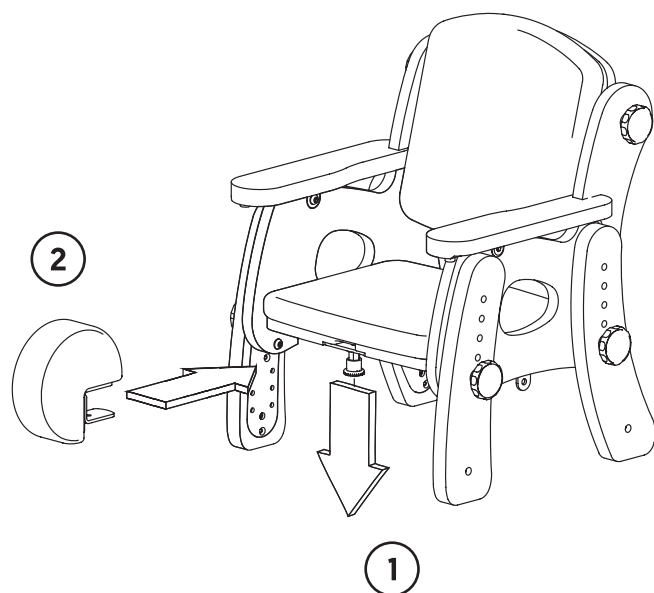
## 9.7 Castor legs



## 9.8 Armrest adjustment

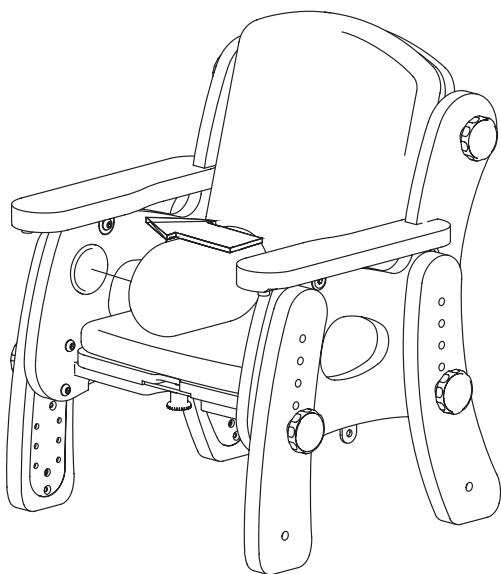


## 9.9 Pommel



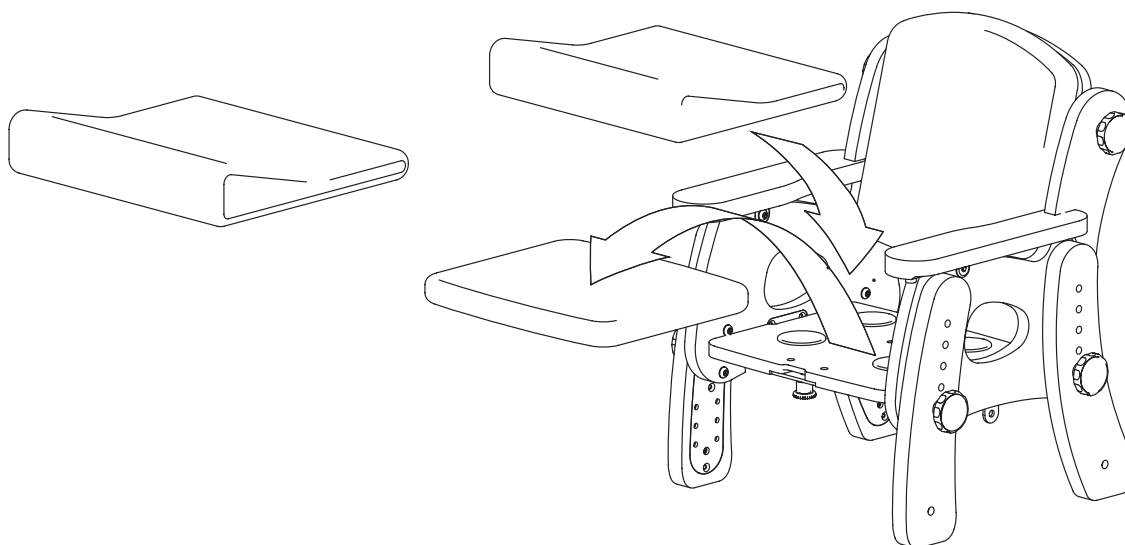
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## 9.10 Side pads



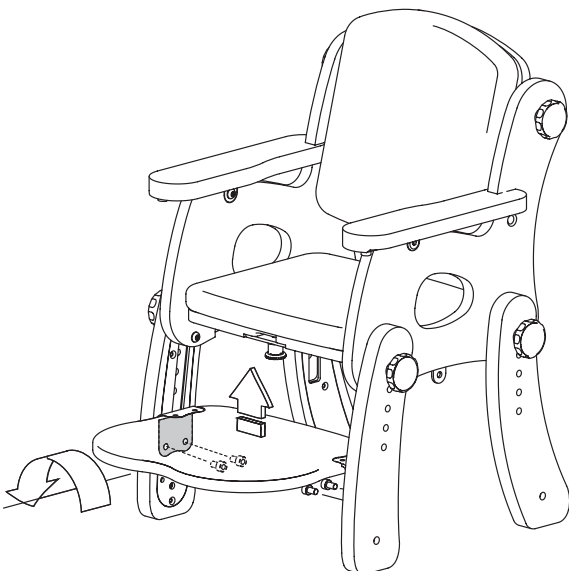
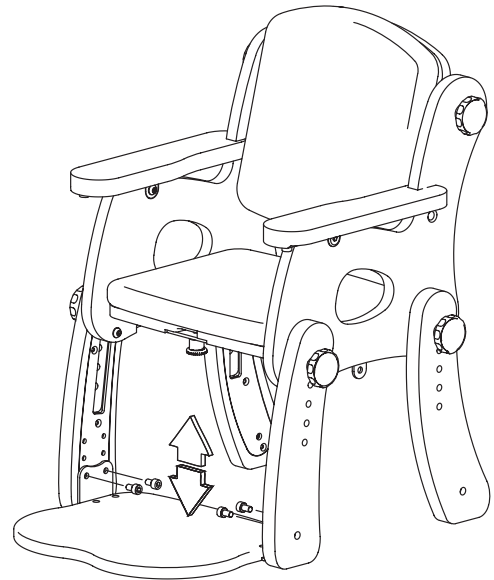
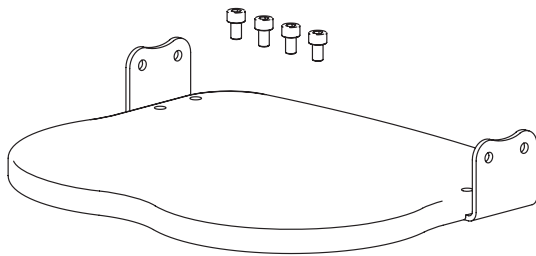
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## 9.11 Ramped cushion

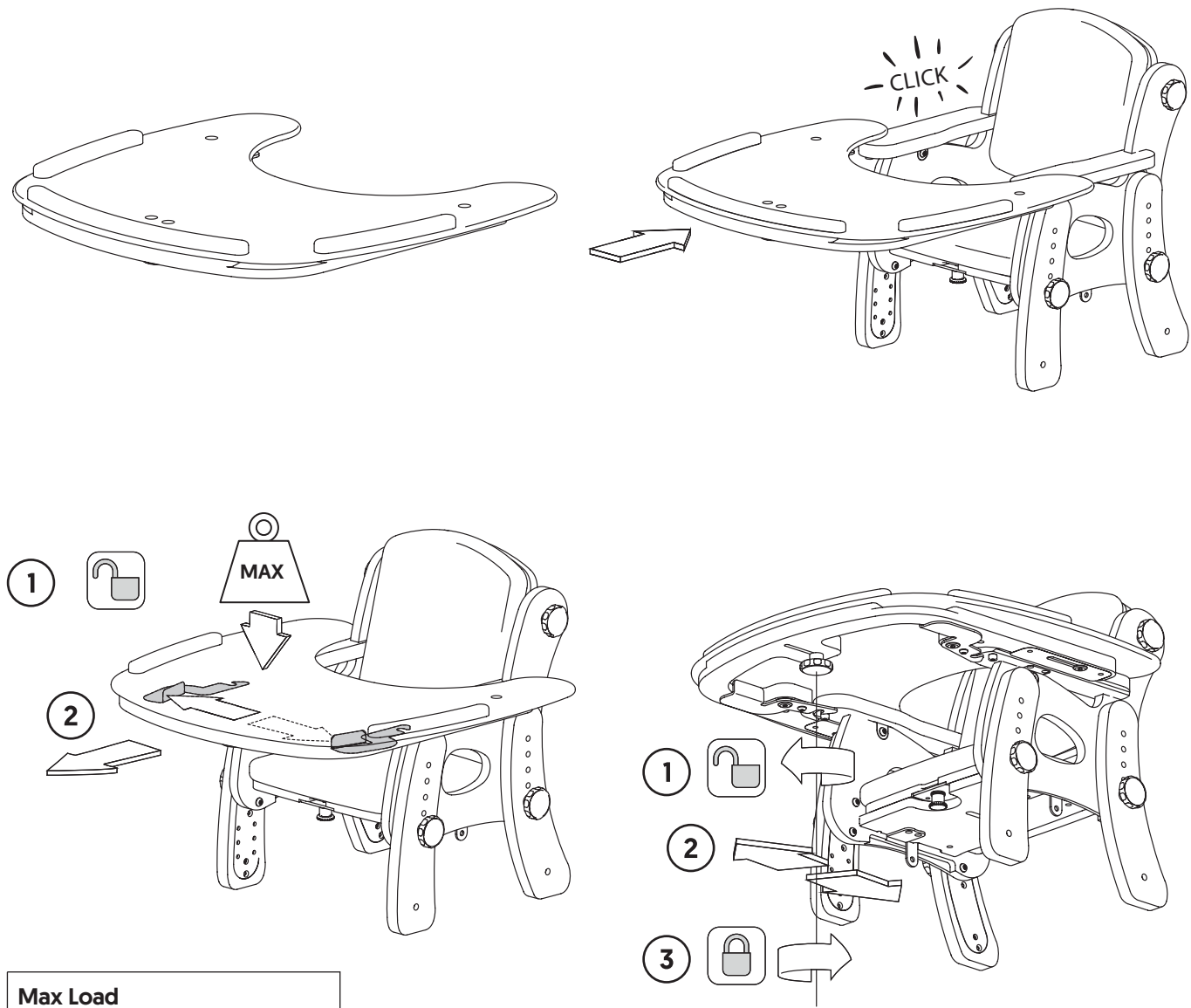




## 9.12 Footrest

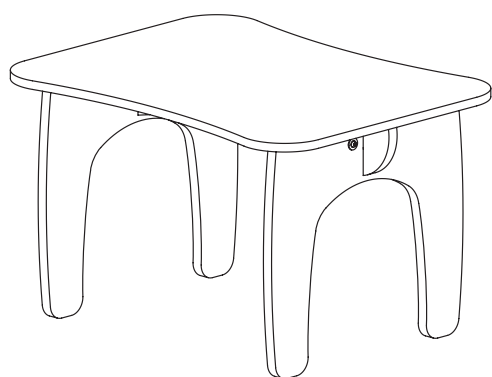
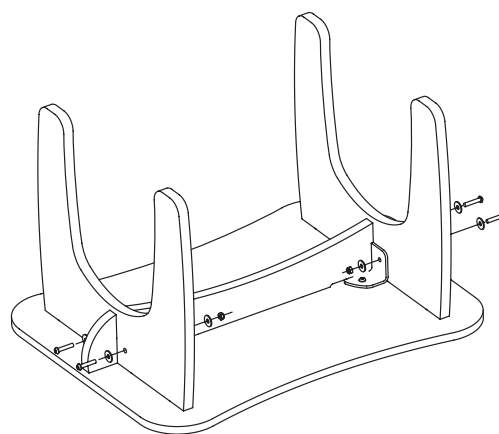
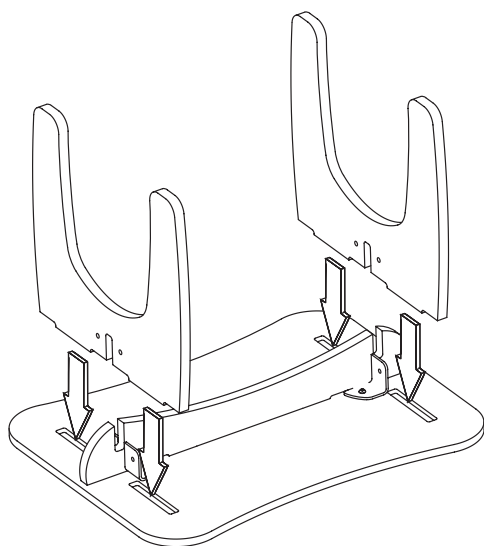


### 9.13 Tray and tray pad



Max Load			
Size 1	Size 2	Size 3	Size 4
5kg	5kg	8kg	8kg

## 9.14 Table



# 10.0 Cleaning & Care Information

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Wipe clean with warm soapy water followed by a clean water rinse. Do not use strong detergents, abrasive products, organic solvents or dry cleaning fluids. Heavily ingrained soiling may be removed by scrubbing with a soft brush.

Where disinfecting is required use mild sanitizer wipes or disinfectant solution mix (1 part bleach to 10 parts water) from brands such as: GERMWARFARE® & Choroclean®.

Most stains, e.g. food and drinks or urine will not be absorbed by the vinyl and can be wiped off without any permanent damage, but difficult substances such as ball point pen ink should be cleaned off immediately to avoid permanent staining.

Check all wooden components regularly to ensure there are no cracks or splinters.

# 11.0 Daily Product Inspection & Servicing

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

1. Ensure all adjustment knobs are in place and secure.
2. Check all upholstery for signs of wear and tear.
3. Check all castors are moving freely and locked securely.
4. Check all Velcro strips and brush off fluff to ensure components secure firmly.

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.

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 at [www.leckey.com](http://www.leckey.com).

## 12.0 Reissuing Leckey Products

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 reissued contains no modifications or special attachments.

A detailed inspection should be carried out on the product prior to reissuing as detailed under Section 11.

Before re-issuing a product, it is recommended that it is disinfected using one of the following procedures:

Note: Always clean the product first to remove accumulated soiling prior to disinfecting/sanitising.

1. Where possible, we recommend the use of an automated “fogger” disinfection system that is used to completely cover the product surfaces with a disinfectant agent. The manufacturer’s instructions for the chosen system should be referred to prior to use and followed exactly.
2. Where an automated disinfection system is not available, all product surfaces should be wiped over with disinfectant surface wipes or liquid disinfectant on a soft cloth. Suitable products are 70% IPA, 70% Alcohol or diluted bleach. The manufacturer’s instructions for the chosen product should be followed. Product upholstery and fabrics should be cleaned thoroughly in accordance with section, Cleaning and Care Information, 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](http://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.

# 13.0 Table of Symbols

Symbol	Meaning
	Medical Device
	Read the Instructions for Use
	CE mark
	UKCA mark
	Warning
	Manufacturer
	Serial Number
	Product Code
	Max Occupancy Weight
	Date of Manufacture
	For Indoor Use Only
	Latex Free
	Unique Device Identification





**UK  
CA**

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