

Product Guide

User and Maintenance Information

IMPORTANT INFORMATION: Please save this product guide.

G248 Changing Table G268 Changing Table with Steps

Recommended Use

The Community Playthings Changing Table is a safe place to use for changing the diapers of children up to 3 years of age. The padded pan is easy to clean and provides a comfortable surface for the child. The steps (optional) can be lowered and held down with your foot while you help the child climb on to the table. When you remove your foot, the steps automatically fold away for safety. For maximum space

efficiency, a tilt-out hamper and bin are located behind the steps. This makes soiled diapers inaccessible to children. The bin, as well as the entire hamper, can be removed for cleaning. The adjustable shelves provide storage space for wipes, diapers or other items. The casters on the toe-trim can be engaged for mobility.



Changing Table



Changing Table with Steps

CUSTOMER SERVICE:

United States

PO Box 2
Ulster Park, NY 12487
Office hours: 9-5 EST
Phone (800) 777-4244
Fax (800) 336-5948
(845) 572-3468
communityplaythings.com
sales@communityplaythings.com



⚠ WARNING

- ▲ This product is intended for use by children of immature judgment and therefore supervision is required at all times.
- ▲ Keep at least one hand on child at all times during changing to prevent accidental falls. The American Academy of Pediatrics and the American Public Health Association in their joint guideline statement, "Caring for Our Children", published 2002, state that safety straps shall not be used. However, some state licensing may require the use of a safety strap. The safety of the child and conformance with local regulations are the responsibility of the care-giver.

⚠ CAUTION

- ▲ For indoor use only. The Changing Table is not waterproof.

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Assembly

Your Changing Table will come in 2 parts consisting of a cabinet and a hamper. The adjustable shelves are packaged separately inside the cabinet.

If your shipment is incomplete, please contact Customer Service.

⚠ CAUTION

- ▲ Make sure the adjustable shelves are sitting securely on the supports.

To install the hamper (or hamper with steps):

1. Remove wastebasket.

Note: It is recommended that two people install the hamper. (Figure A)



Figure A

2. Tilt the top of the hamper forward, then position the back panel **A** of the hamper directly behind—and against—the steel bracket **B**. (Figure B)

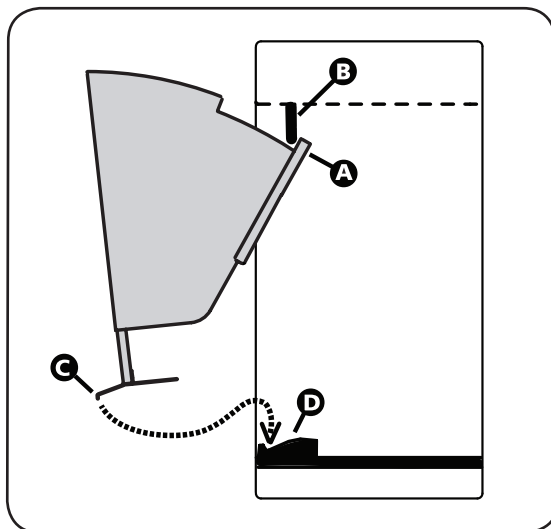


Figure B

3. Swing the bottom in so that the metal plate **C** is positioned just inside the plastic lip **D**.

To check for proper function, lift the “Hamper” latch and close the unit carefully. Latching will be easy if the unit is correctly installed.

To remove the Hamper:

1. Open the hamper to normal position.
2. Press down on the black handle above the wastebasket to open it fully.
3. Lift the hamper straight up and swing the bottom out.

Operation

A **tilt-out hamper** (with or without steps) comes with every Changing Table. To discard the soiled diaper, lift up “Hamper” latch and pull out. Place diaper in a plastic bag (not provided) in the bin. Close hamper, making sure it latches. To empty the diaper bin see “To remove Bin” instruction label inside hamper.

The tilt-out hamper can also be removed completely to clean inside the cabinet. To do this, first make sure the hamper is fully extended, remove the bin, then lift the hamper straight up and swing the bottom out.

Steps (optional) provide a way for larger children to be changed. To lower the steps, lift up “Steps” latch and pull steps down. Stand on floor pad to hold steps down as you guide the child on to the changing table. For safety, remove foot from floor pad while changing child; the steps will automatically retract. When the child is ready to come down, lower and secure the steps, then assist child.

⚠ CAUTION

- ▲ Make sure children are not in the area when the steps are being lowered or raised. A child on the floor could get pinched in the step mechanism.
- ▲ The wheels on the unit must be disengaged before the steps are used. (See **mobility** section.) Damage to the steps could be caused if the steps are used when the wheels are engaged.
- ▲ Load on the steps should not exceed 100 pounds.

⚠ WARNING

- ▲ Children must be assisted up the steps and onto the changing table.
- ▲ Steps must always retract when the child is on the changing table. In no way should the teacher cause the steps to remain down unassisted.
- ▲ If steps do not automatically retract, discontinue use and contact Customer Service.
- ▲ The gas shock should be replaced every five years as it loses pressure over time and with use.

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Mobility

The mobility feature can be engaged and disengaged using the following procedure:

1. With one person at each end, tip the unit slightly forward or back. This allows the toe trim to pivot.
2. While one person holds the item in the tipped position, the other rotates the toe trim by pulling or pushing on one of the hand-holds at either end of the toe trim to engage or disengage the wheels. (Figure C)

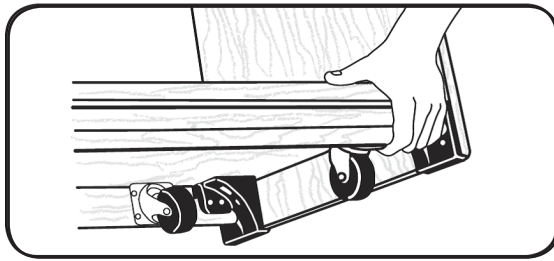


Figure C

3. Tip the unit slightly to the other side and repeat the procedure with the other toe trim.

Note: To prevent objects from falling off shelves, tip unit back and engage the front wheels first. When disengaging wheels, tip unit forward, and release rear wheels first.

CAUTION

- ▲ When engaging or disengaging the wheel system, always use two people. Failure to do this could cause back strain or pinching of your hands.
- ▲ Always use the hand-holds provided at each end of the toe trim.

WARNING

- ▲ When moving the Changing Table, always push from an end.
- ▲ Never move with children nearby.
- ▲ Always disengage wheels after moving.

The doors have a child proof lock to allow for storage of items that should be inaccessible to children. The lock is operated by turning the latch 90°. A plastic key is provided for this, although any key, coin, or similar object will work as well.

Accessories

The **G28 WALL-MOUNTED SHELF** is designed to be used with the Changing Table. It offers shelf space with separate compartments for the babies' diapers and other accessories, and can be mounted within easy reach of the changing table.

The **G238 ACCESSORY SHELF** can be mounted on the cabinet at either end.

The **G239 CHANGING TABLE DIVIDER** is designed to be mounted on the back of cabinet. The clear plastic divider provides a physical barrier while still offering visibility of the room.

The **G237 CHANGING TABLE STORAGE** is a lockable shelving unit intended for the storage of detergents and other materials associated with the diaper changing area.

WARNING

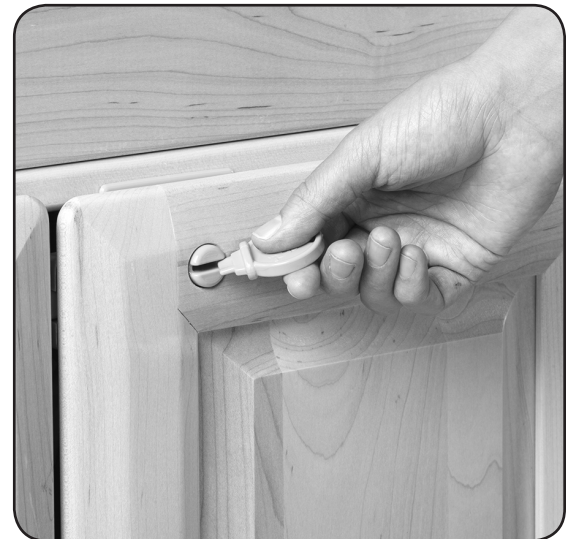
- ▲ Accessory Shelf should not be used to store cleaning agents. Children may be able to reach them.

Maintenance

Periodically inspect for cracks, breaks, loose parts, missing parts, and/or malfunctions. Remove the product from service when any condition develops that might make operation unsafe.

Occasionally use a light oil on the moving metal parts of the step assembly. Do not oil the plastic parts.

Over time the gas spring that lifts the steps will lose pressure. This could cause failure of the steps to close and latch. If this happens, call Customer Service for a replacement.



Child proof lock on Changing Table doors

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Cleaning

Wood Surfaces may be cleaned with soap or mild detergent and water. However, too much water will harm the finish. Do not use solvent cleaners on any parts of your Changing Table.

Padded Pan: Clean the changing surface with a mild detergent and water. Disinfecting: We recommend hydrogen peroxide disinfectants. Examples: Accel TB, Envirox 118. A 10% bleach solution may also be used. Follow manufacturer's instructions. **DO NOT USE:** Alcohol, pine oil, or iodine based products. **DO NOT** use abrasive cleaning pads as this may damage the surface.

Steps and Hamper should be wiped periodically to remove dirt or sand which may prevent the proper functioning of the moving parts. The latches and hinge points must be kept clean.

Fabric: Spot wash with lukewarm water and a mild detergent. Air dry. Machine wash in cold water and a mild detergent. Air dry.

Construction

The wooden components are manufactured from solid maple and hardwood plywood, finished with a clear nontoxic finish. All edges and corners are rounded for safety and ease of cleaning.

The steps are tested for over 150,000 cycles of active use.

The metal treads are finished with anti-slip paint.

The padded pan contains no latex or polyvinyl chloride (PVC).

User Modifications

We are not responsible for modifications made by customers to our products in the field, without our supervision, testing or evaluation.

Recycling

The foam pads used in packaging this product are reusable/recyclable. If you would like to help us preserve the environment, dispose of them appropriately or return them to Community Playthings, US Rte. 40, Farmington PA 15437.

Ordering Parts

To order replacement parts, contact Customer Service with a description of the part(s) needed and the serial number of the product.

**Use only replacement parts supplied by
Community Playthings.**

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