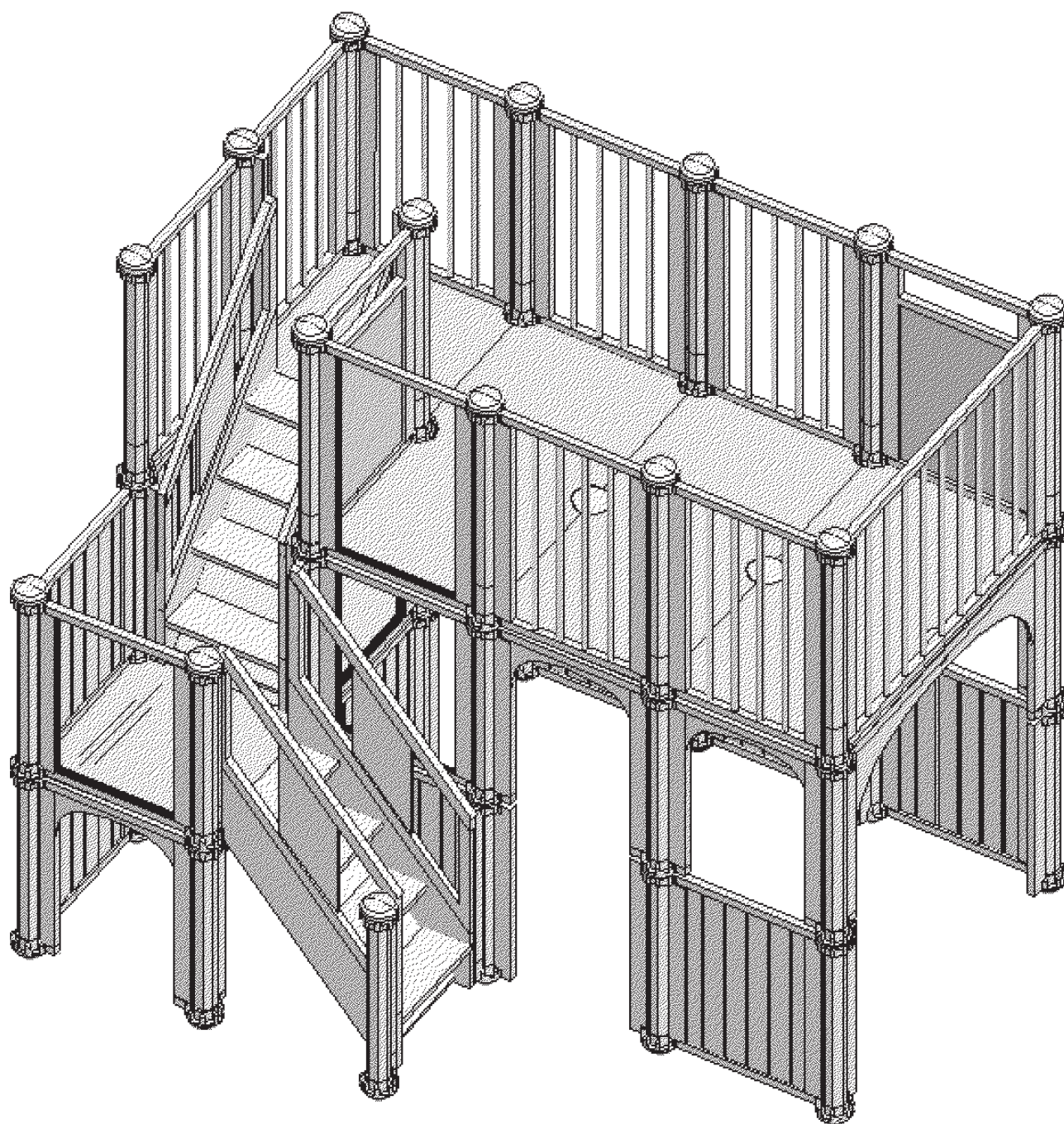


The Community Loft

L320 / MODEL 2 CLASSIC

PRODUCT GUIDE

Model 2 Classic



for your safety...

▲ WARNINGS

Failure to follow these warnings and the assembly instructions could result in serious injury or death.

- ▲ This Product Guide contains important information. Please save for future reference. You may want to move your loft or change your loft configuration later on.
- ▲ This product is intended for use by children of immature judgment; therefore supervision is required at all times.
- ▲ This Model 2 loft is appropriate for children 3–7 years old.
- ▲ Children should not be in the room during setup.
- ▲ This loft requires a minimum classroom ceiling height of eight feet (96"). The gap between the ceiling and the top railing must be at least 9".
- ▲ If your room has a sprinkler system for fire protection, you should have your loft placement checked by a local fire inspector.
- ▲ Your loft should be placed where hanging ceilings, ceiling fixtures, windows or skylights are not accessible to children.
- ▲ Do not attempt to build or take apart your loft by yourself. You need at least two adults working together to do this safely.
- ▲ Use the patterns supplied in this Product Guide. We cannot take responsibility for free-form structures.
- ▲ Railing must be less than 3½" away from the wall of your room, or more than 9". Anything in between is an entrapment hazard.
- ▲ Test the joints for stability before allowing children to play on the structure.
- ▲ Do not provide anything on the top level of your loft which children can use to climb over the sides.
- ▲ Changing a lower level panel or splicing an addition to a standing loft is not recommended as it is not possible to keep the structure stable while lifting weight-bearing rings.
- ▲ Each platform should be held down on at least two sides by panels and/or plugs to prevent the possibility of a child pushing up the floor from below.
- ▲ Each platform section, whether 2' x 2' or 2' x 4', will bear a load of 750 lbs., or the equivalent of one teacher and fourteen average five-year-olds.

▲ CAUTION

- ▲ This product is intended for indoor use only.
- ▲ Build the loft right where you want it. Do not reposition assembled lofts by dragging.



community playthings®

The first pages show what each piece looks like, and how many of each come with this kit. Then come the Basic Skills: the real nitty-gritty techniques you need to build your loft. The best part is next: choosing which one of the configurations fits your room and your ideas. Each configuration has four drawings of the loft as it looks while you are building it. You can see which panel goes where from these drawings. You will probably want to flip back and forth from these drawings to the basic skills as you build your loft.

When you are finished you might have some parts left over. **Keep the parts for possible future use.**

We have also included instructions for taking your loft apart and trying a new configuration. Important maintenance and cleaning information is in the back. You'll find you can extend the beauty and life of your loft by following these simple tips. And of course, keep in mind the **"for your safety"** information on the facing page.

If you have any questions, don't hesitate to call Customer Service at 800-777-4244. We'll be glad to help you!

CONTENTS

Getting Started.	4
Basic skills	6
Choosing your configuration	14
Building your loft	16
Maintaining your loft	36
Cleaning your carpets.....	37
Taking apart your loft	38

GETTING STARTED

Lay the pieces of your Model 2 Classic on the floor. You will see there are short panels and tall panels. The short ones are for the first and second layers of the loft; the tall ones are for the third layer.

Lay panels of the same size together so you can find them easily. Make sure you have all the parts shown on these pages before beginning to build your loft.

If any parts are broken or missing, do not try to assemble your loft. Call Customer Service right away (800-777-4244) and we'll send you replacement parts.



14 Arch Supports



6 Couplings (22")



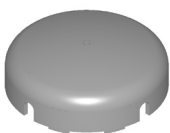
2 Couplings (29")



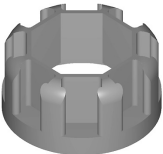
14 Post Extenders



12 Long Posts



15 Caps



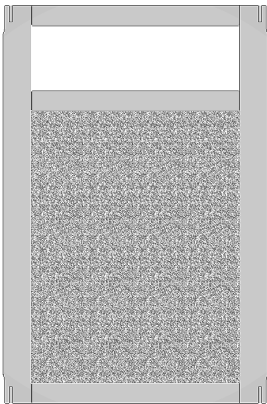
82 Connector Rings



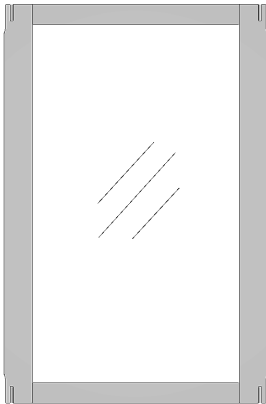
3 Circular Plugs



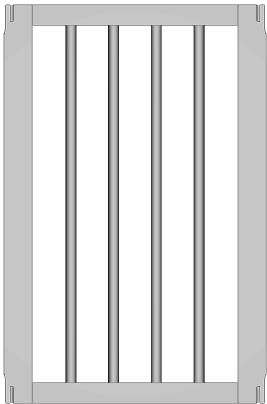
1 Half-Circle Plug



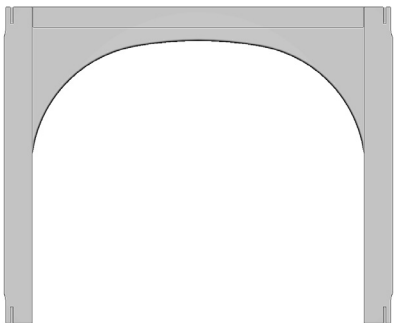
2 Carpet Panels



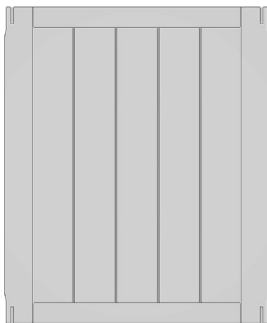
1 Tall Clear Panel



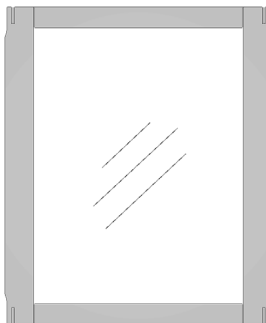
7 Single Dowel Panels



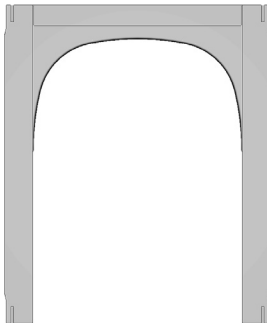
1 Diagonal Arch



10 Single Solid Panels

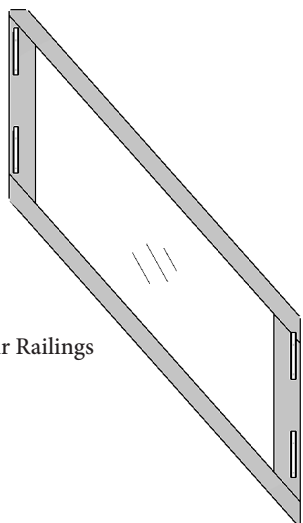


5 Short Clear Panels

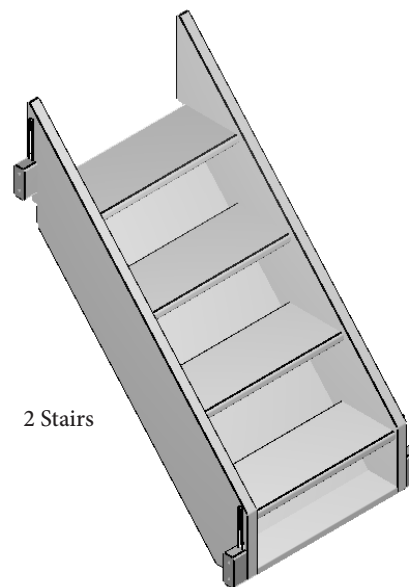


10 Single Arches

2 pairs of Stair Railings



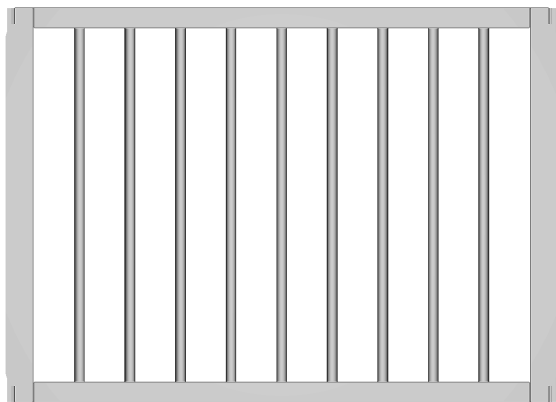
2 Stairs



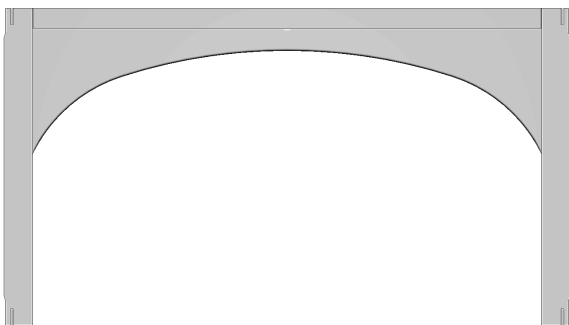
3 Short Posts



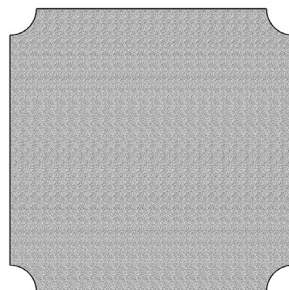
1 Double Dowel Panel



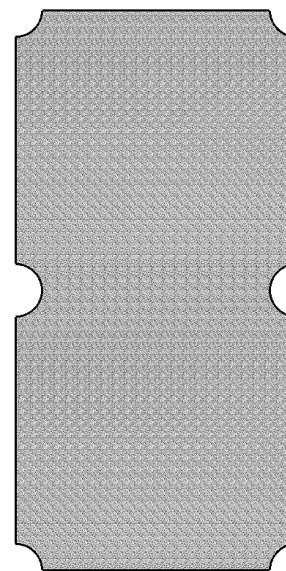
3 Double Arches



3 Single Platforms



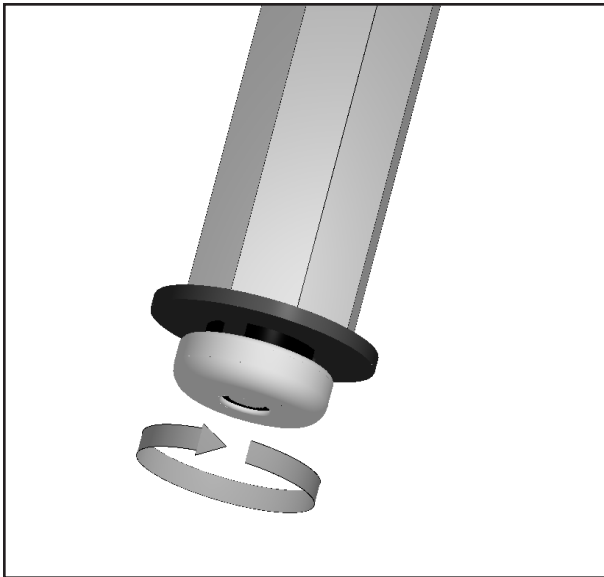
3 Double Platforms



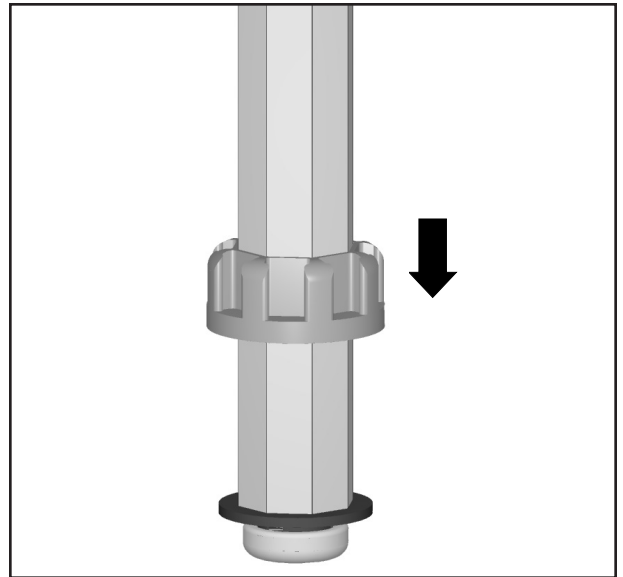
BASIC SKILLS

We said no-tools assembly and we meant it. But you will need a friend to help you. It takes four hands to build a loft, but no tools at all!

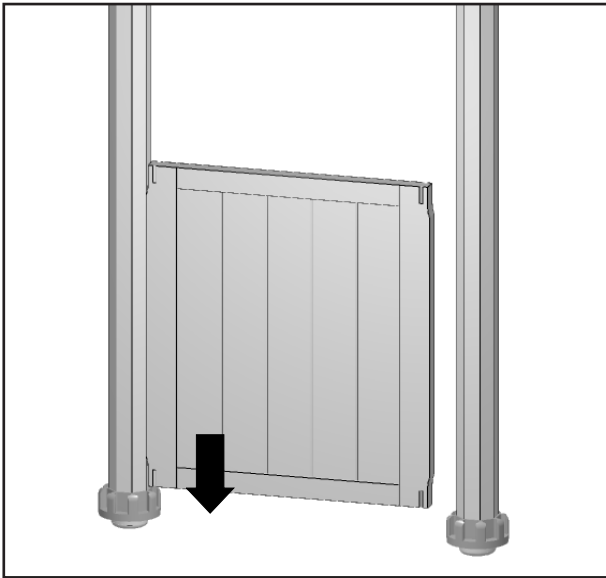
These basic skills are for building any of the loft configurations in this book. After you have read them through, choose the loft you would like to build (see page 14) and follow the instructions provided.



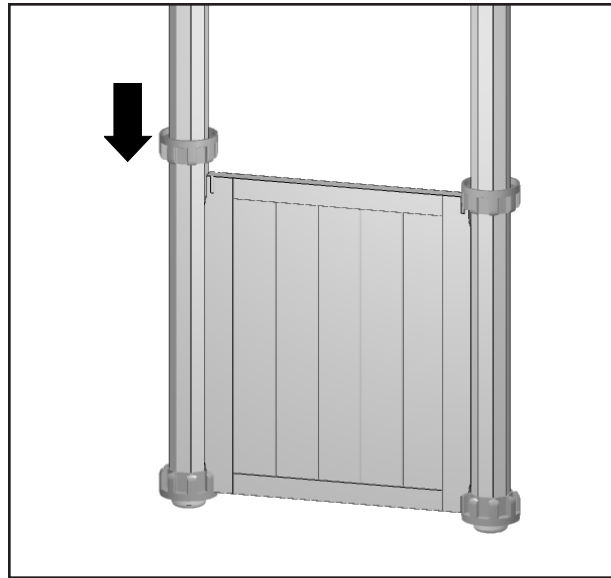
1 Screw rubber feet into posts until they are snug.



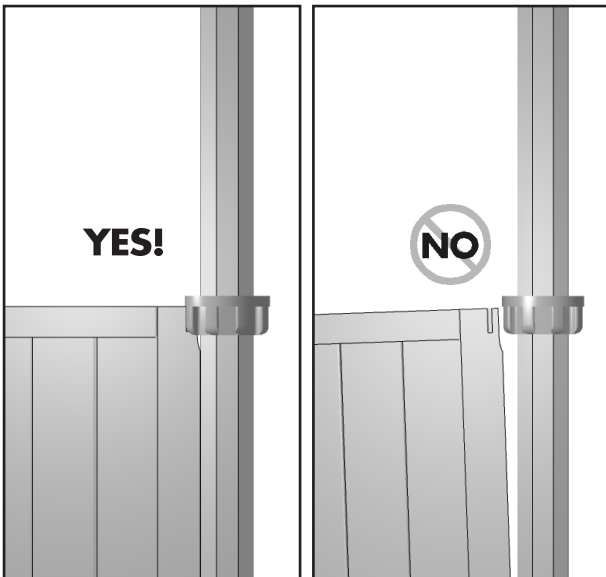
2 Slide a connector ring flat side down onto each long post.



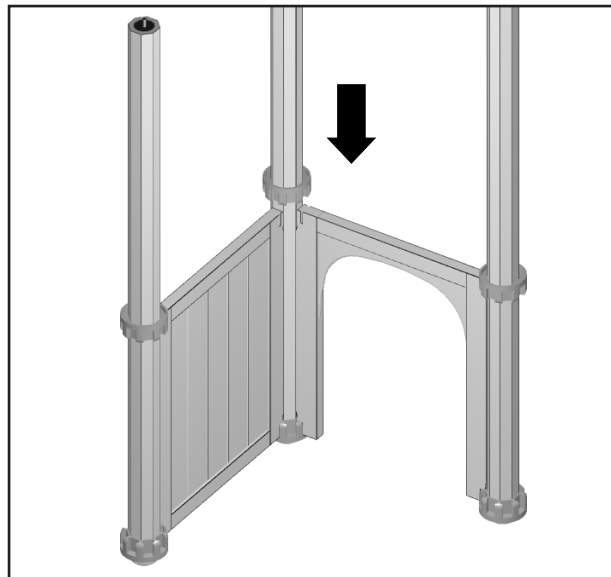
- 3** Stand two long posts and slide a short panel into the connector rings.



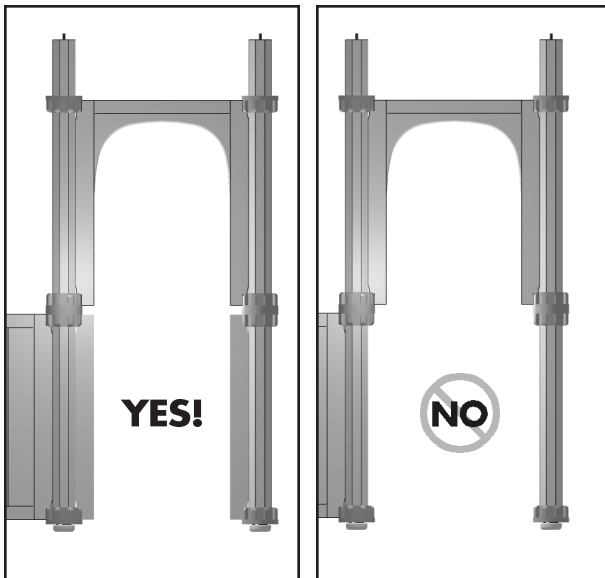
- 4** Capture the panel by sliding another connector ring onto each post, flat side up.



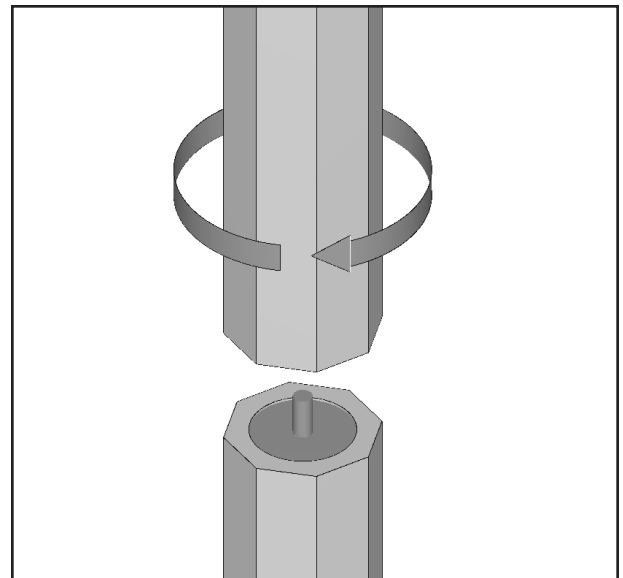
- 5** Check the joints. Every panel should be locked in place by four connector rings. Repeat this step for each panel as you build your loft.



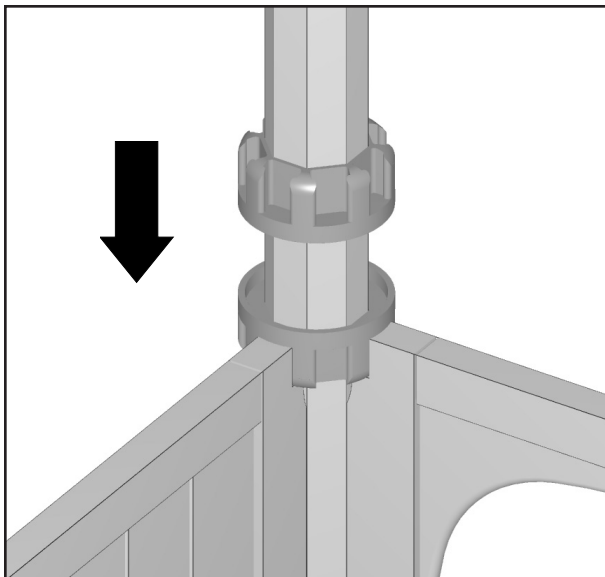
- 6** To add the next panel, lift one of the connector rings and use it to capture the new panel. Assemble your loft by following the configuration you have chosen (see page 14-15). Go slowly; it is not easy to replace a panel after a layer is placed on top.



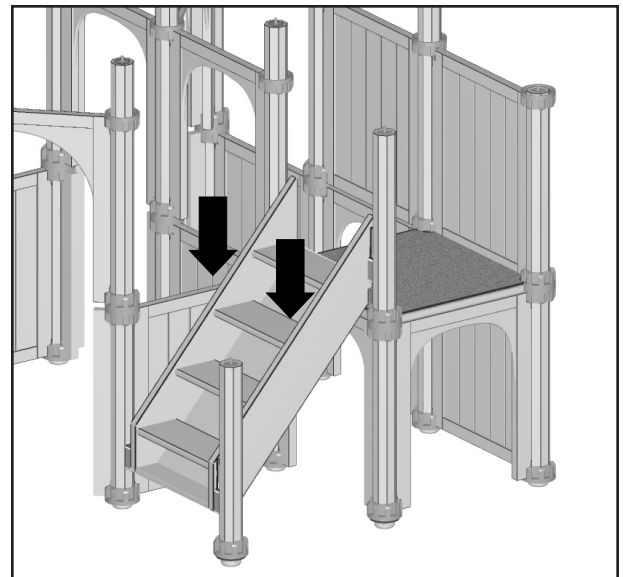
- 7** ▲ **Warning:**
When arches are used on the 2nd level they **MUST** be supported underneath by Arch Supports!



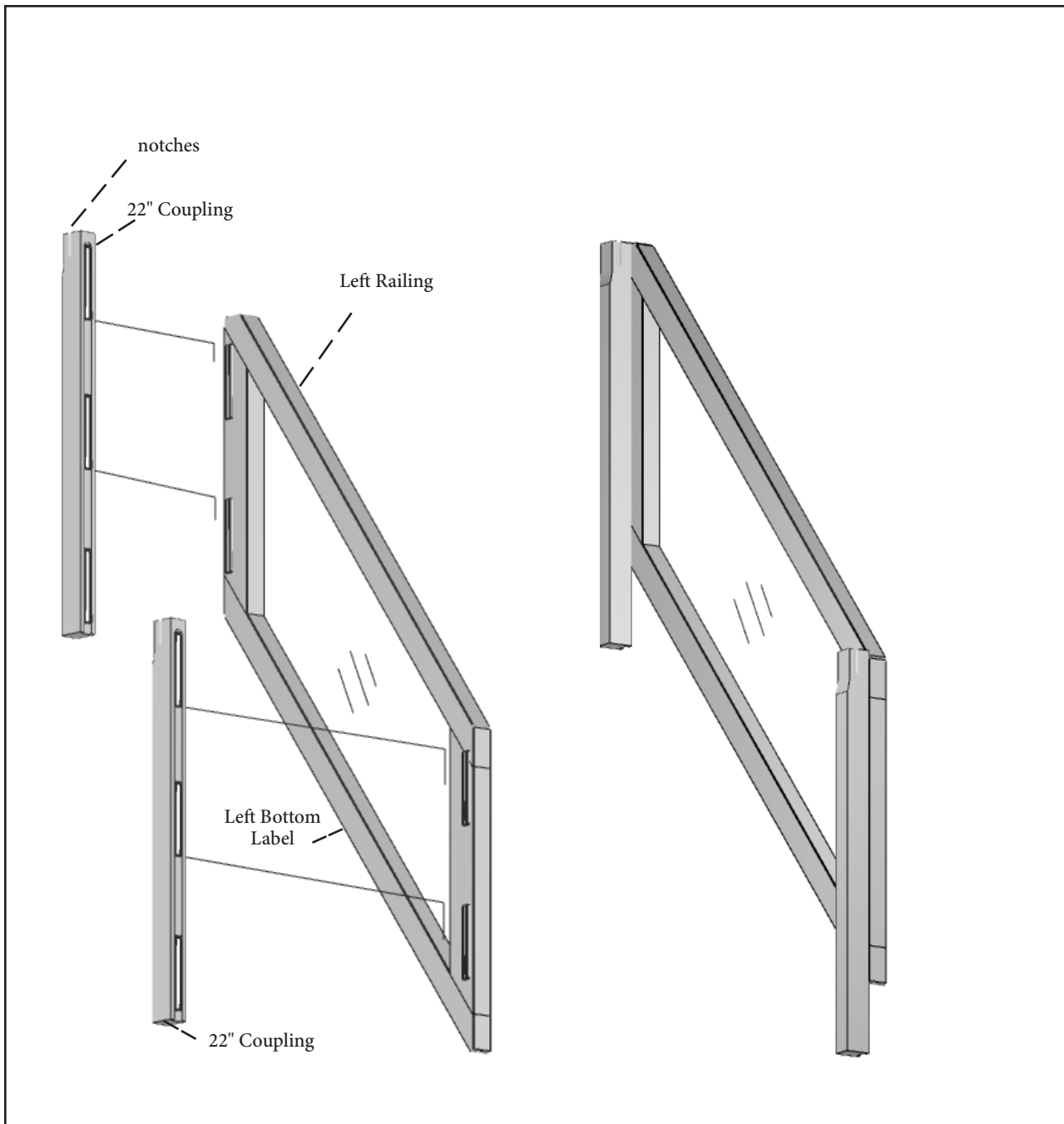
- 8** Screw post extenders on top of the **short posts** which will support your landing. Do not over tighten the posts. Align the sides. A slight looseness will not affect the stability of the finished loft.



- 9** Slide another connector ring flat side down onto each post.



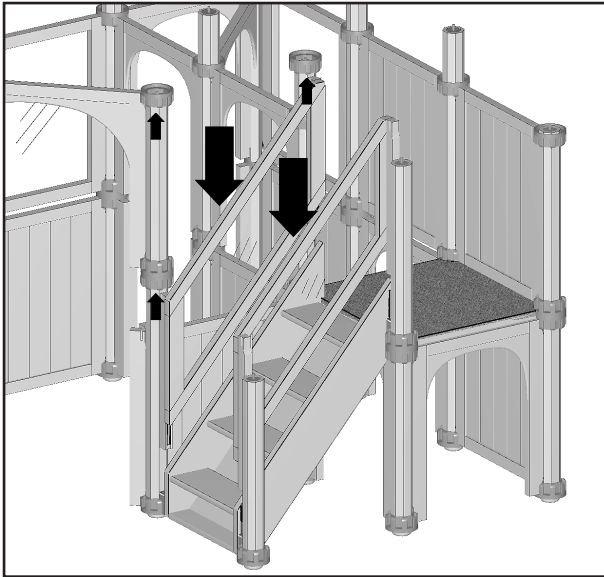
- 10** Place the landing platform(s) in position, and add stairs. All four corners of the stair should fit into connector rings.



11 Lay the left stair railing on the floor. (Railings are labeled on their underside.) Affix a 22" coupling (with the shaped end up) to the top end of the railing, by sliding the metal connectors over their mates on the railing.

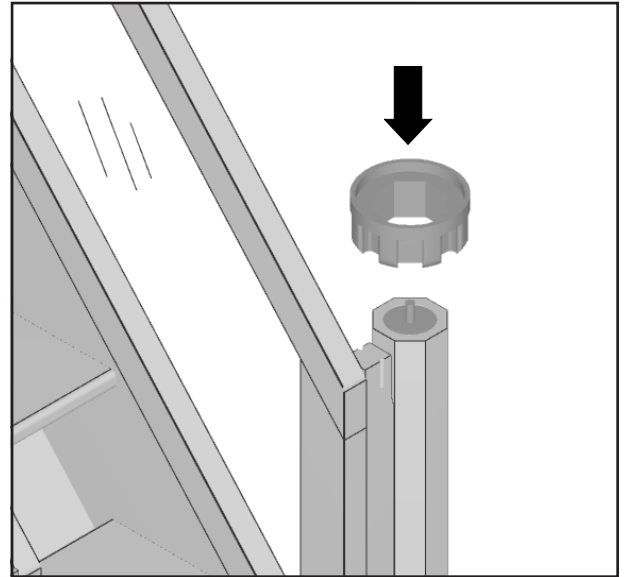
Attach a 22" coupling in the same way to the bottom end of the railing. The sub-assembly should appear as in the figure above.

Repeat this procedure for the right stair railing.



12 Add the railings. The railings slide into slots on the stairs with the 'bottom' label down.

Hint: Hold couplings and press down.

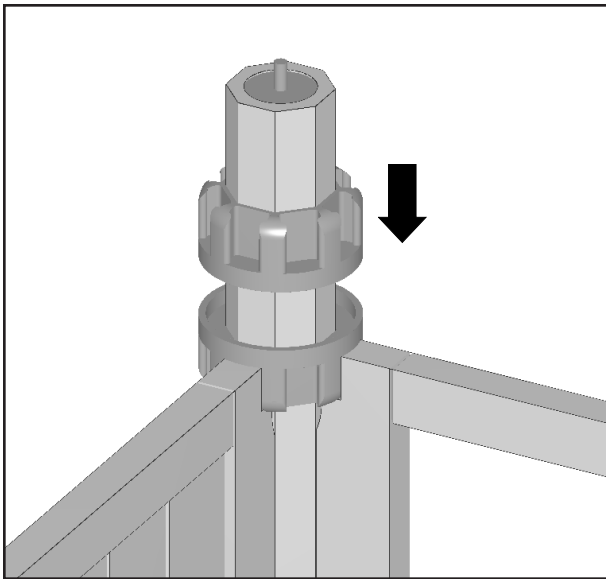


13 Capture the railings using connector rings. Then, use short panels to complete the second layer. Add more connector rings as you build, so each panel is captured by four rings. Be sure to follow the configuration you have chosen.

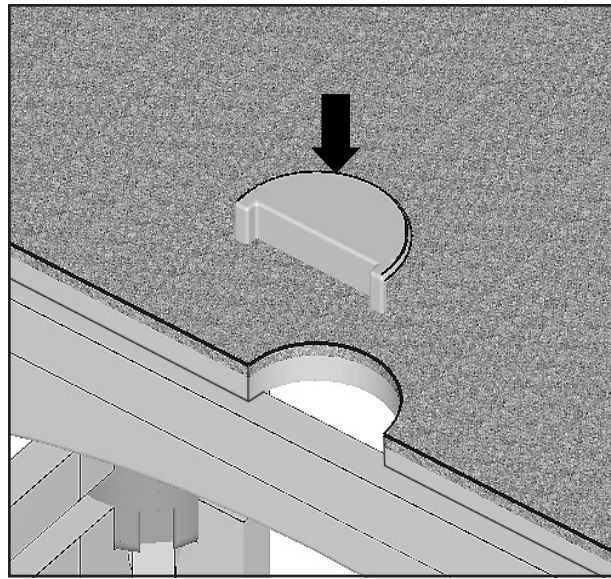


14 Any stair railing which connects to a tall post at its base must be next to a panel which extends above the railing, and this may **not** be an arch panel. This prevents an entrapment hazard in the angle formed by the railing and the tall post.

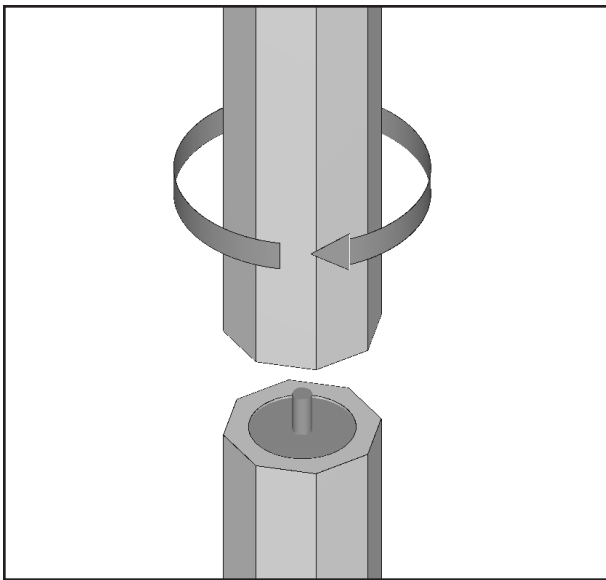
⚠ Warning: Never use an arch next to a stair railing.



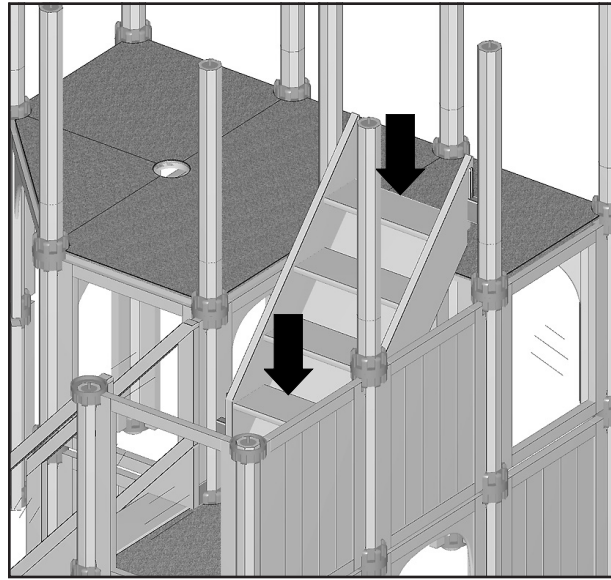
15 Slide another connector ring flat side down onto each post.



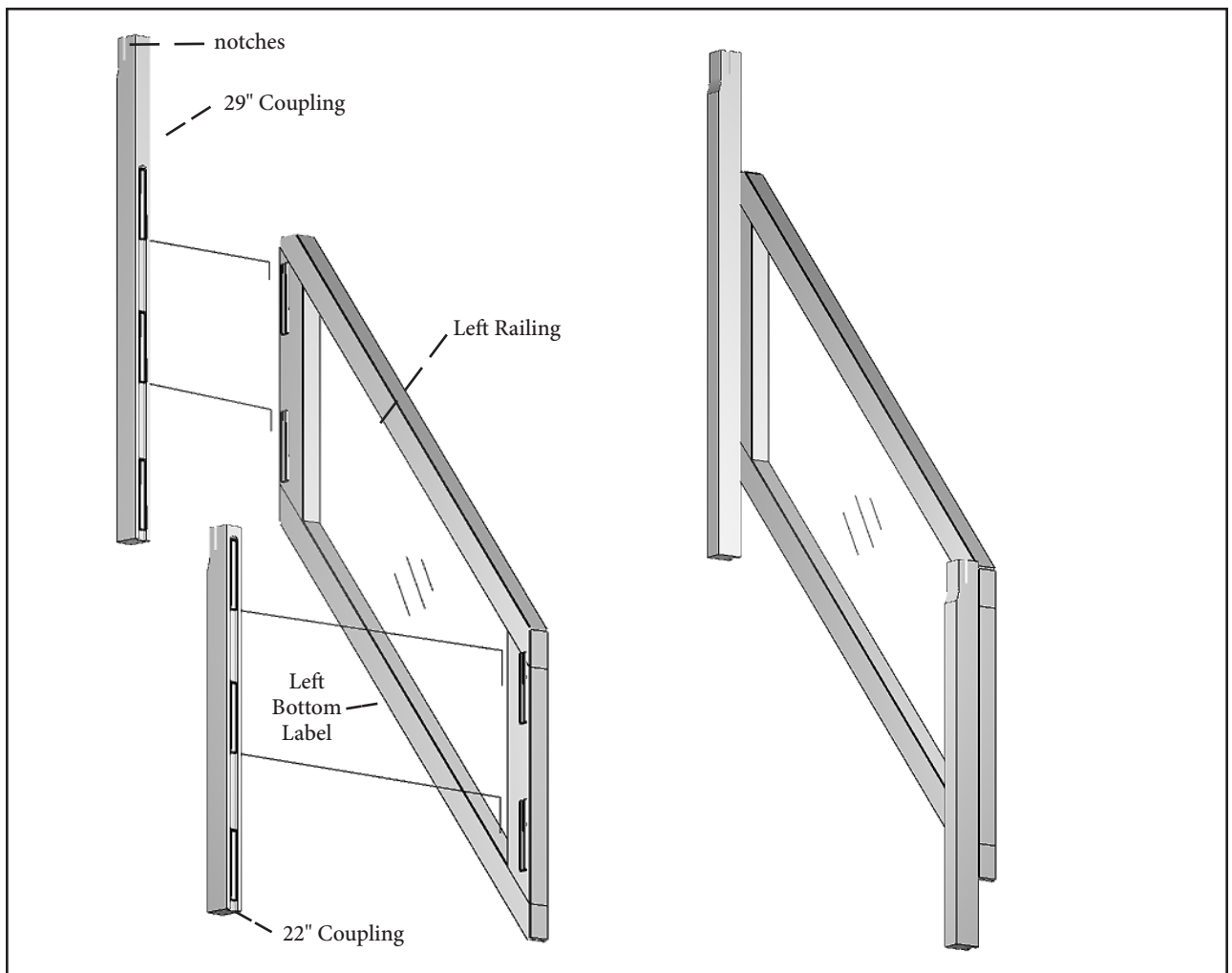
16 Then lay the platforms in place. Any half-circle holes should be filled with the half-circle plugs at this time.



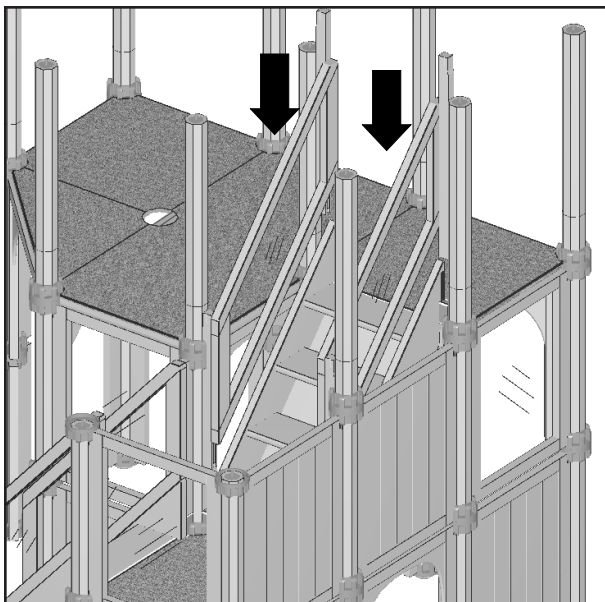
17 Screw post extenders on top of each post which goes to the third layer. Do not over tighten the posts. Align the sides. A slight looseness will not affect the stability of the finished loft.



18 Check all the joints. Then, add the second layer stairs the same way you put in the first layer stairs.

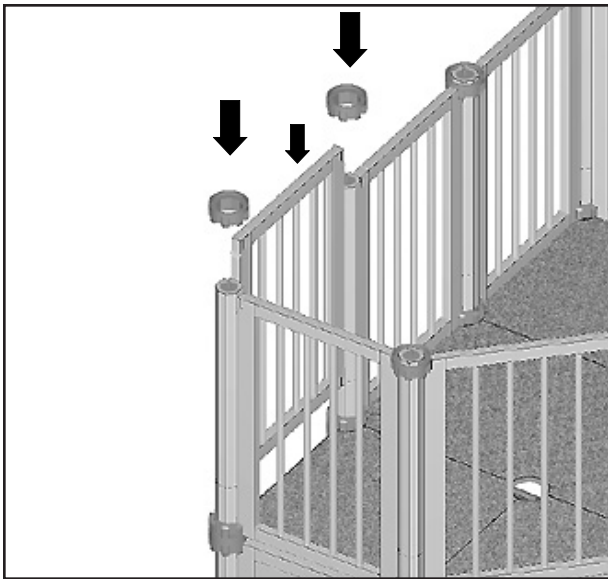


- 19** Follow the same procedure as you did in step 11 for the lower stairs. However note that on the upper stairs, the 2 couplings at the top are 29" long and the 2 couplings on the bottom are 22" long.

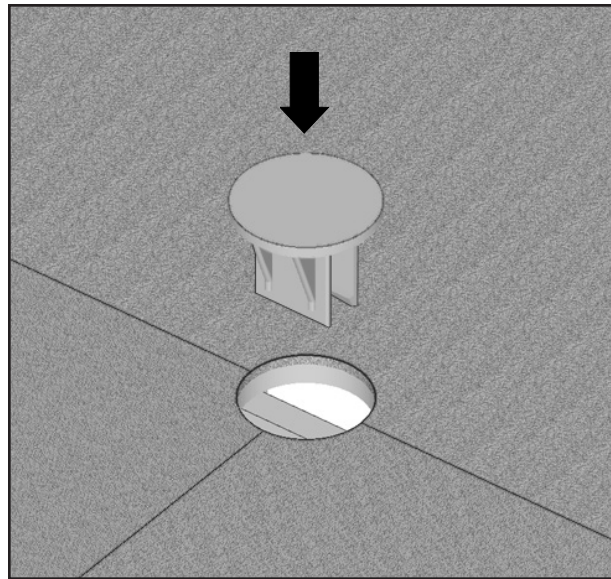


- 20** Add the stair railings. The railings slide into the slots on the stairs with the 'bottom' label down.

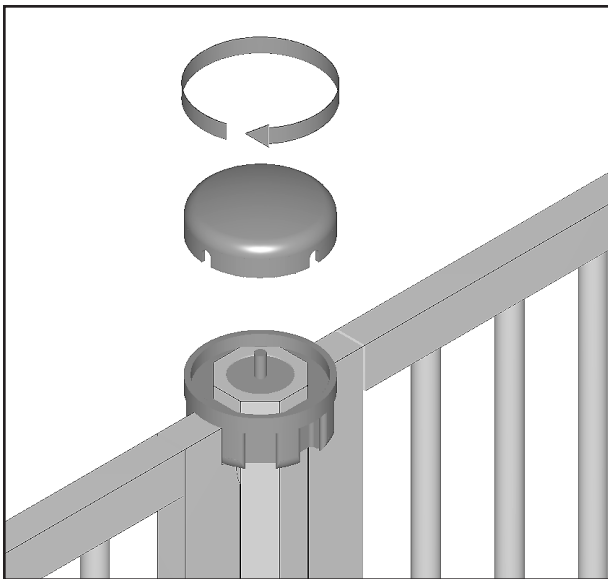
Hint: Hold couplings and press down.



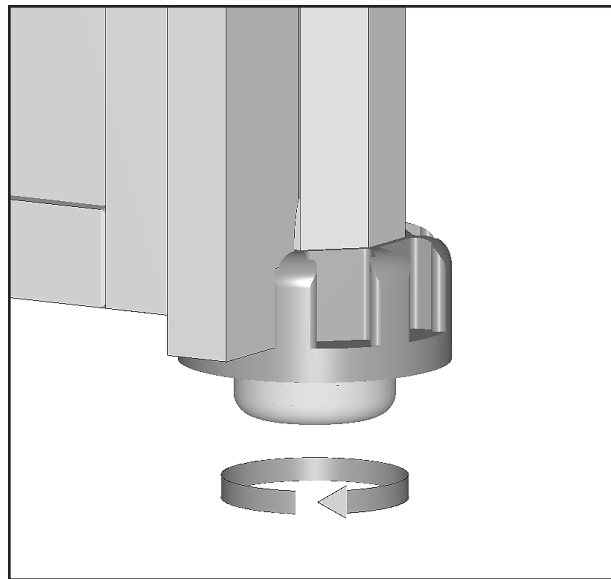
- 21** Use tall panels to create the third layer. Add connector rings as you go so each panel is captured by four rings and will not fall down. You may want to stand on the platform to do this.



- 22** Check all joints. Make sure all panels are where you want them to be. Then fill the hole between platform using a circular plug. Step on the plug to lock it in place.



- 23** Screw a cap onto each post to lock construction together. You will hear a clicking sound as you turn the cap; screw it all the way down.

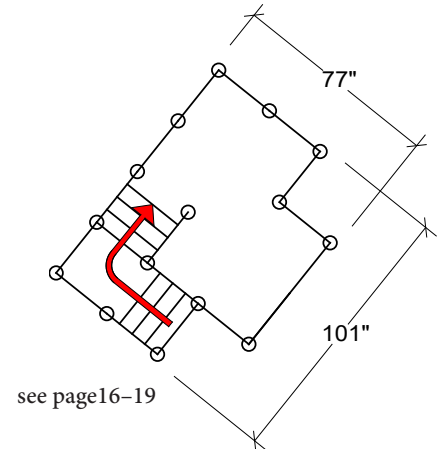
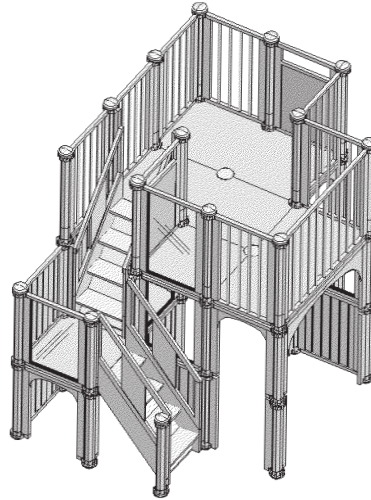


- 24** Check that all post feet are firmly on the floor. If a post needs lengthening, turn the rubber foot clockwise until the post is anchored.

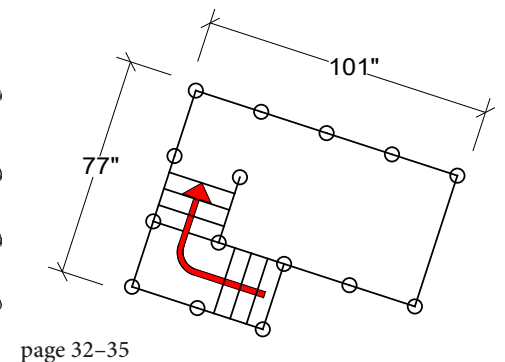
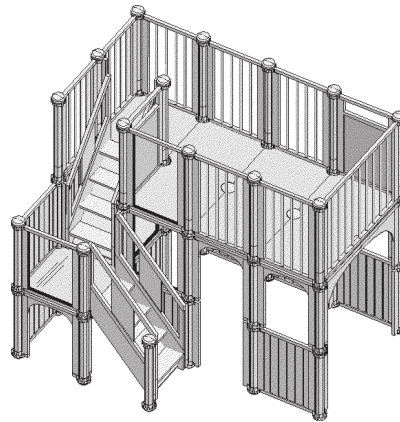
CHOOSING YOUR CONFIGURATION:

Which of the 5 lofts would you like to build? It may depend on where you want your loft to stand. Near windows so the children can look out? Far from the windows so it is cooler in summer? Look for a place where ceiling fixtures will not be within a child's reach, then build the loft of your choice right where you want it. Do not reposition assembled lofts by dragging. The 5 different loft configurations indicated have step-by-step drawings.

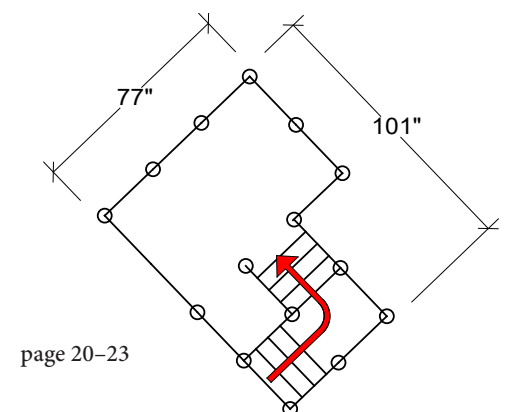
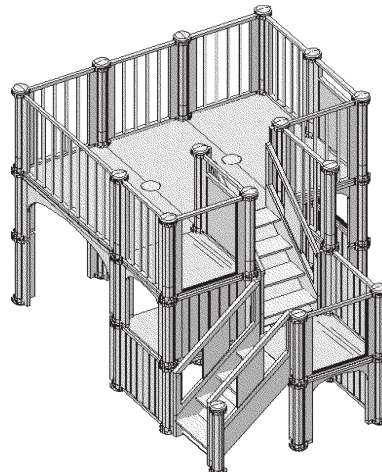
Rick's loft has a secret shelf under the stairs, and a tunnel entrance. Corners and cubbies are all over this loft, providing lots of snug nooks for quiet time. The double arch is big enough for a wheelchair to enter, so no one has to be left out. Arched windows inspire puppet shows and better still, provide the perfect setting for "Ye Olde Ice Cream Shoppe!"



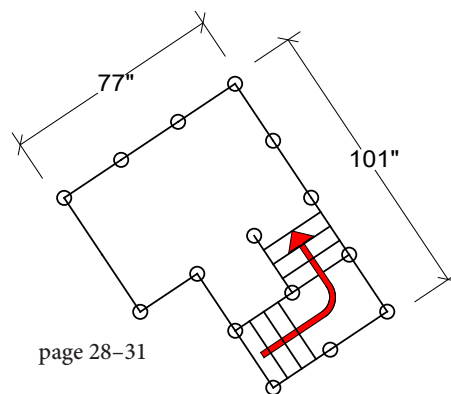
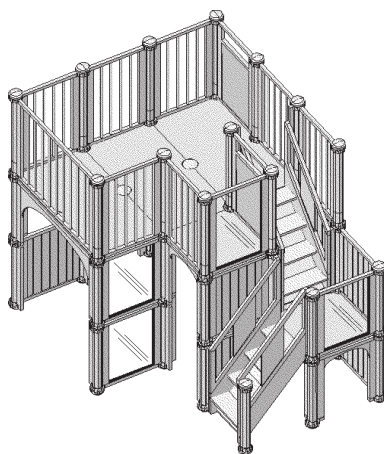
Carole's loft has a big open space on the first floor, and enough room for the whole group on the top. Are books your theme for the month? Add a few chairs and the first floor will be a cozy reading corner; the top can be a story time rug. The extra platform under the stairs is a secret shelf, and creates a private crawl-through space below.



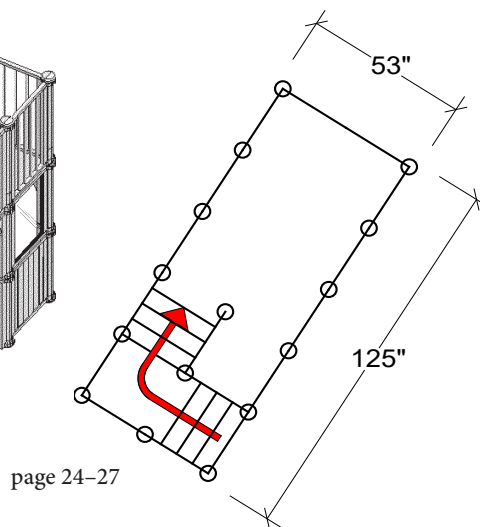
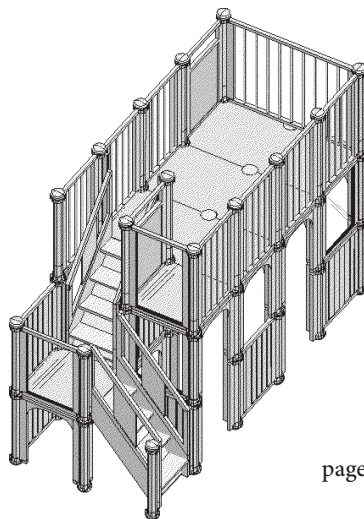
Gretchen's loft features a shelf perfect for a bunny's cage, an aquarium, or a bookworm. Underneath is a snug niche, while on top a little balcony begs you to sail paper airplanes. Lots of doors below make traffic flow a breeze in this fun pattern.



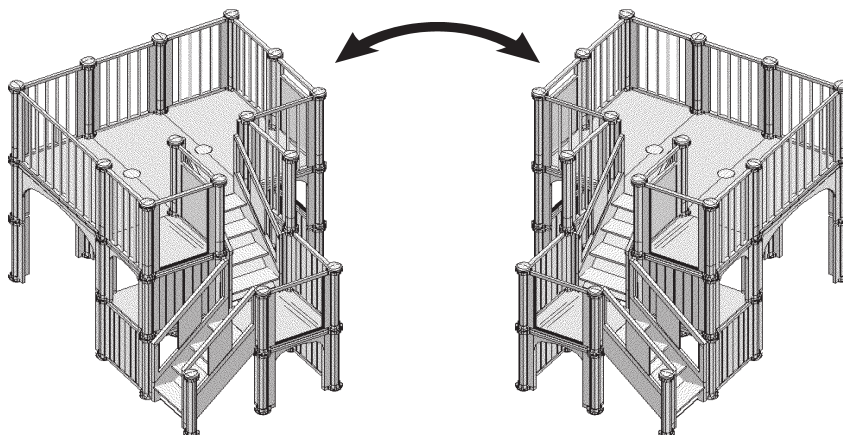
Krista's loft has a look out tower so Captain Hook can finally sight land after many weeks at sea. On the first floor, windows are the theme, bringing sunshine to all corners. The windows also provide a clear view of activities whether you are inside or outside the loft. Captain Hook's secret treasures can be safely stowed on the shelf under the stairs, or deep in the hold below.



Ken's loft is only 53 inches wide, making it the perfect room expander. It's designed to stretch along a wall with windows, so children can see out on both levels. A shelf and a tunnel under the stairs make interesting nooks, while wide open spaces invite group activities. Rainy Day? Have a picnic in your own treehouse, high and dry!



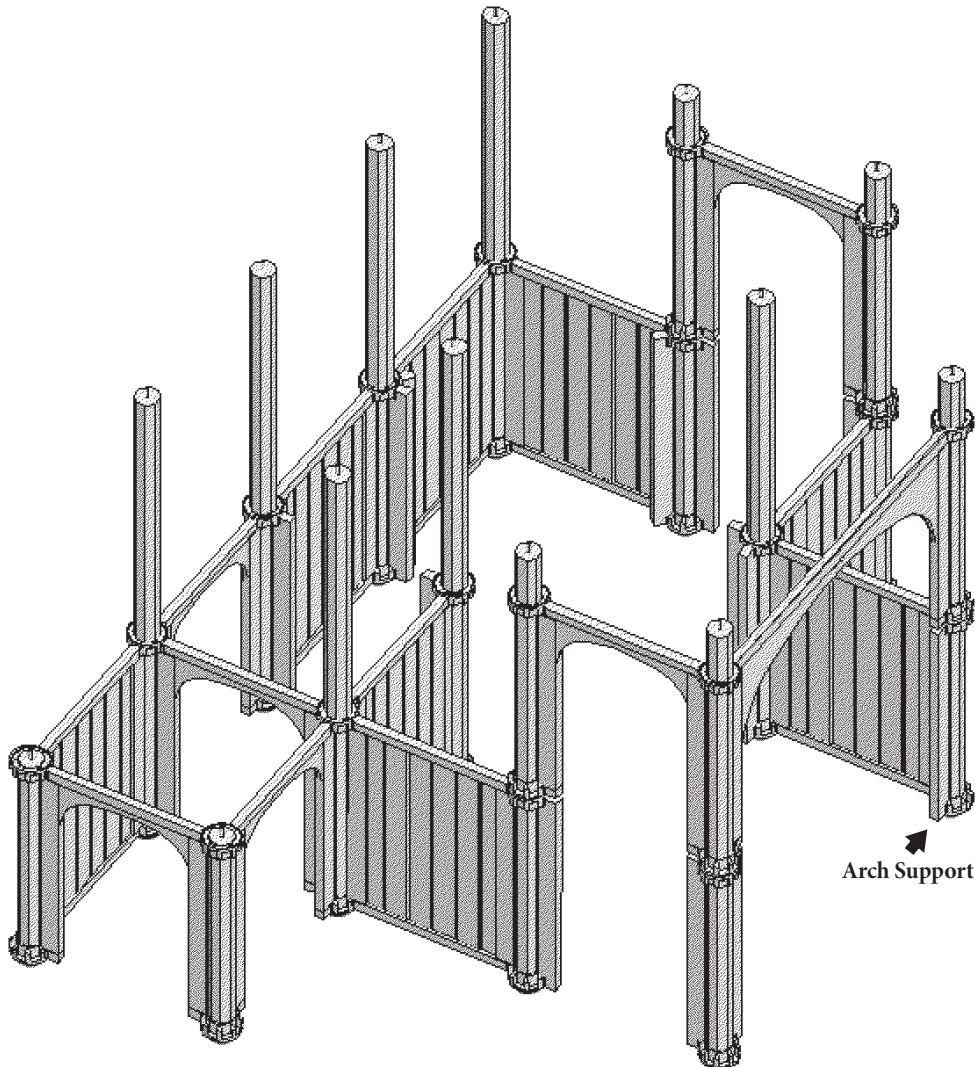
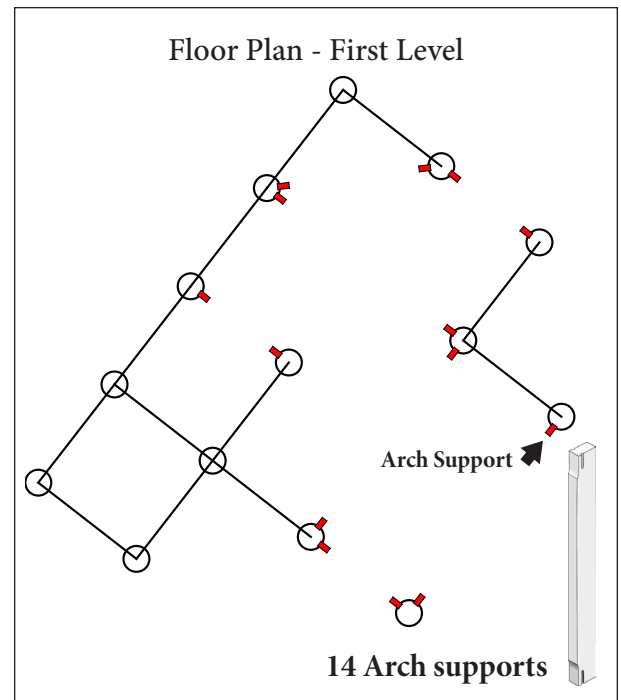
For more variety... You can also try customizing your loft by rearranging the panels. Any panel can be substituted for another panel of the same size, with one exception. An arch panel may not be placed next to a stair (see Step 14, *Basic Skills*). Did you know you can flip a pattern and build it facing the other direction? It's easy if you photocopy the plan on a sheet of transparent overhead material. Turn the transparency over on a piece of white paper to work from.



1 Rick's loft

Checklist in order of installation:

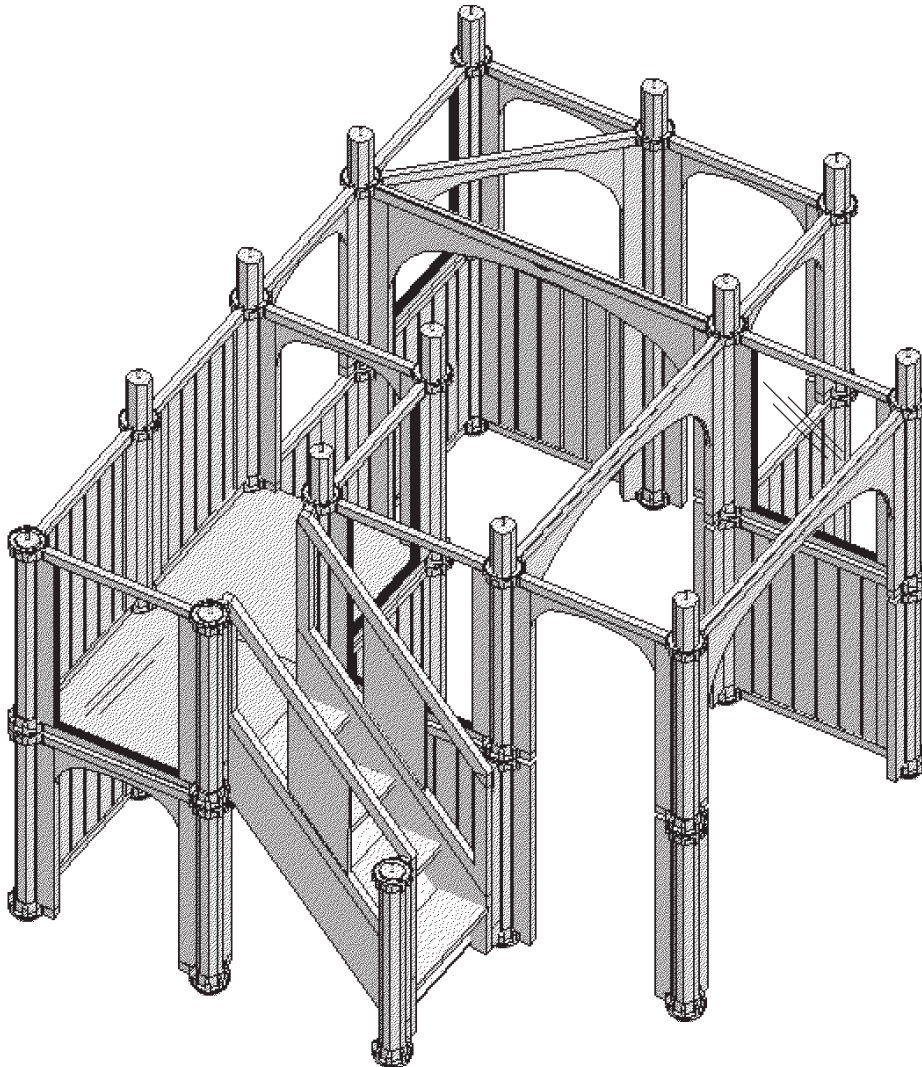
- ☐ 12 long and 2 short posts?
- ☐ 8 single solid panels, 4 single arches in bottom level?
- ☐ 1 double and 2 single arches holding second level together?
- ☐ **14 arch supports** placed as the floor plan shows?
- ☐ All panels, arches and **arch supports** properly held by connectors?



2 Rick's loft

Checklist in order of installation:

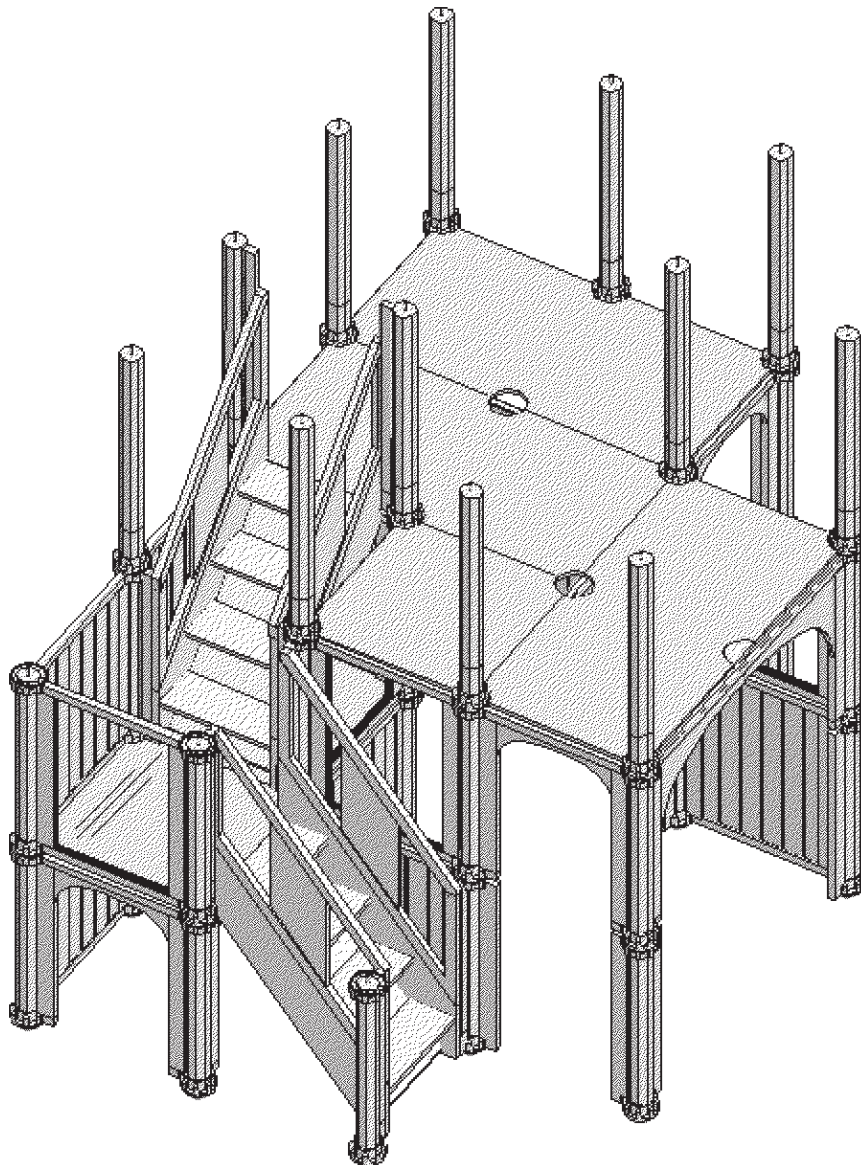
- ☐ 2 single platforms for the landing?
- ☐ 2 post extenders on top of 2 short posts?
- ☐ 1 short post at bottom of stair, 1 pair of stair railings with 4 short couplings?
- ☐ 5 short clear panels, 2 solid panels?
- ☐ 1 diagonal, 2 double and 4 single arches to complete the second layer?
- ☐ All panels, arches and couplings held properly by the connectors?



3 Rick's loft

Checklist in order of installation:

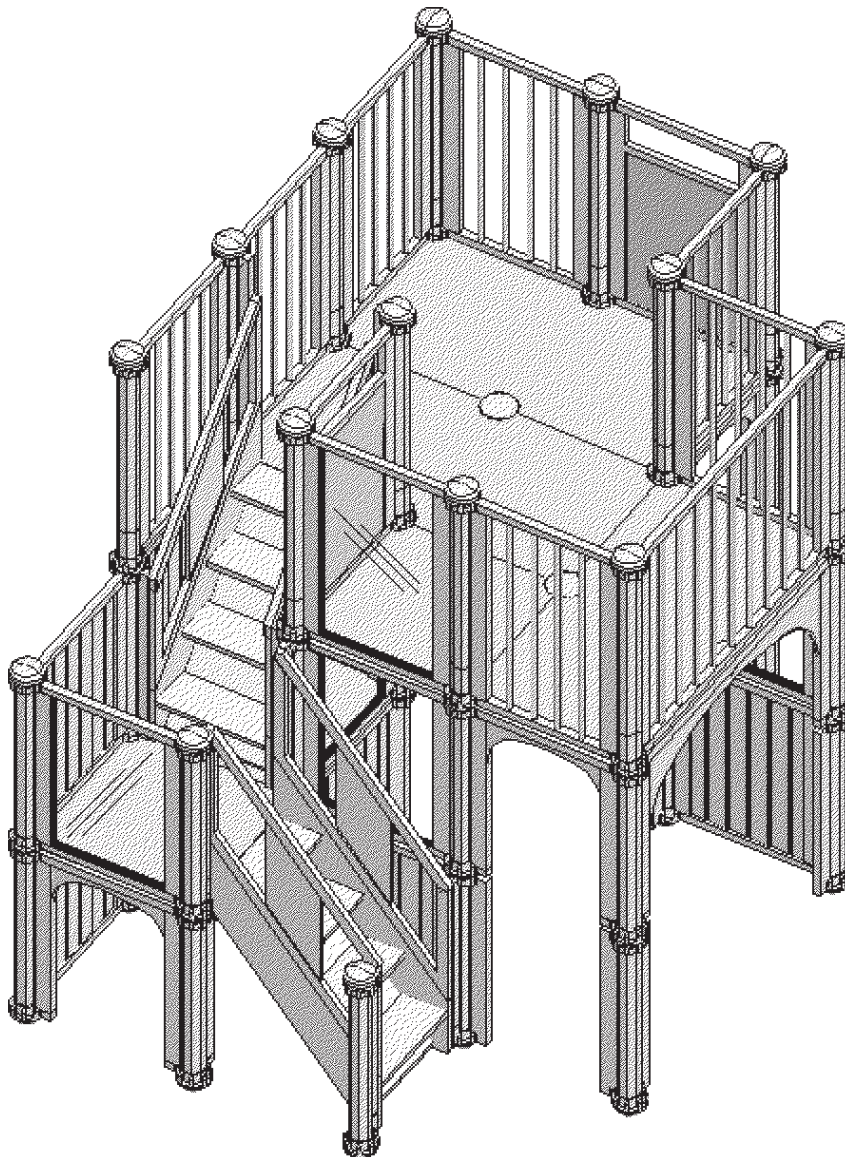
- ☐ 1 single and 3 double platforms and 2 circular and 1 half plug?
- ☐ 12 extender posts placed on top of long posts?
- ☐ Stair, 1 pair of stair railings, 2 short couplings at bottom and 2 long couplings at top?



4 Rick's loft

Checklist in order of installation:

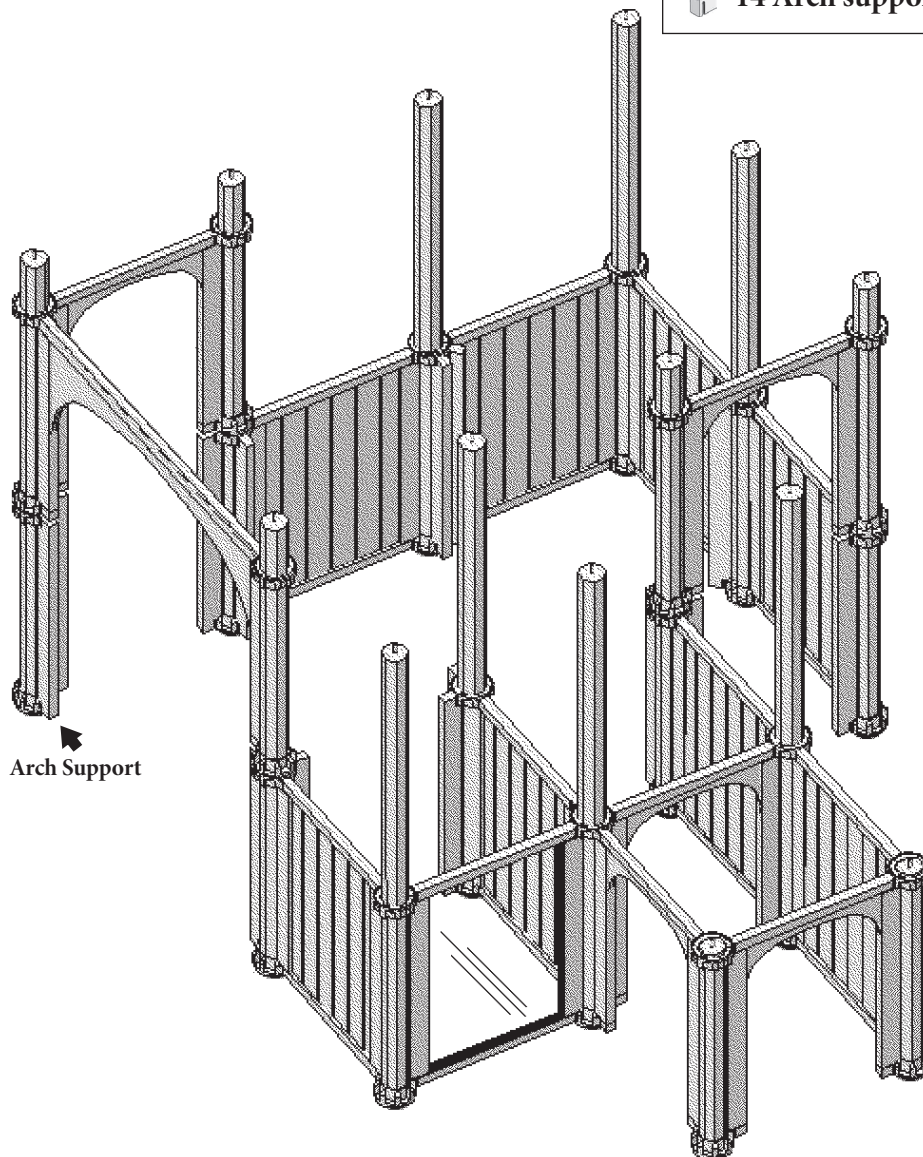
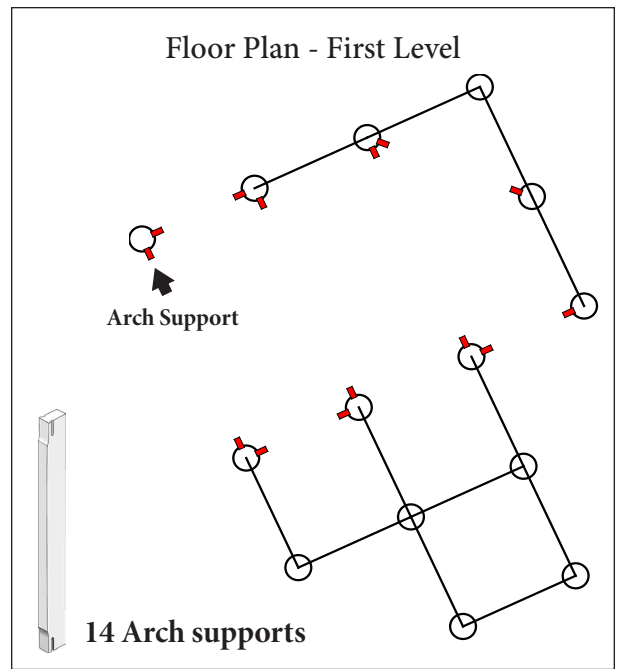
- ☐ 11 upper panels?
- ☐ All panels and couplings held properly by the connectors?
- ☐ 15 caps screwed down tight?
- ☐ ▲ Refer to Safety page.
- ☐ Levelling feet adjusted?



1 Gretchen's loft

Checklist in order of installation:

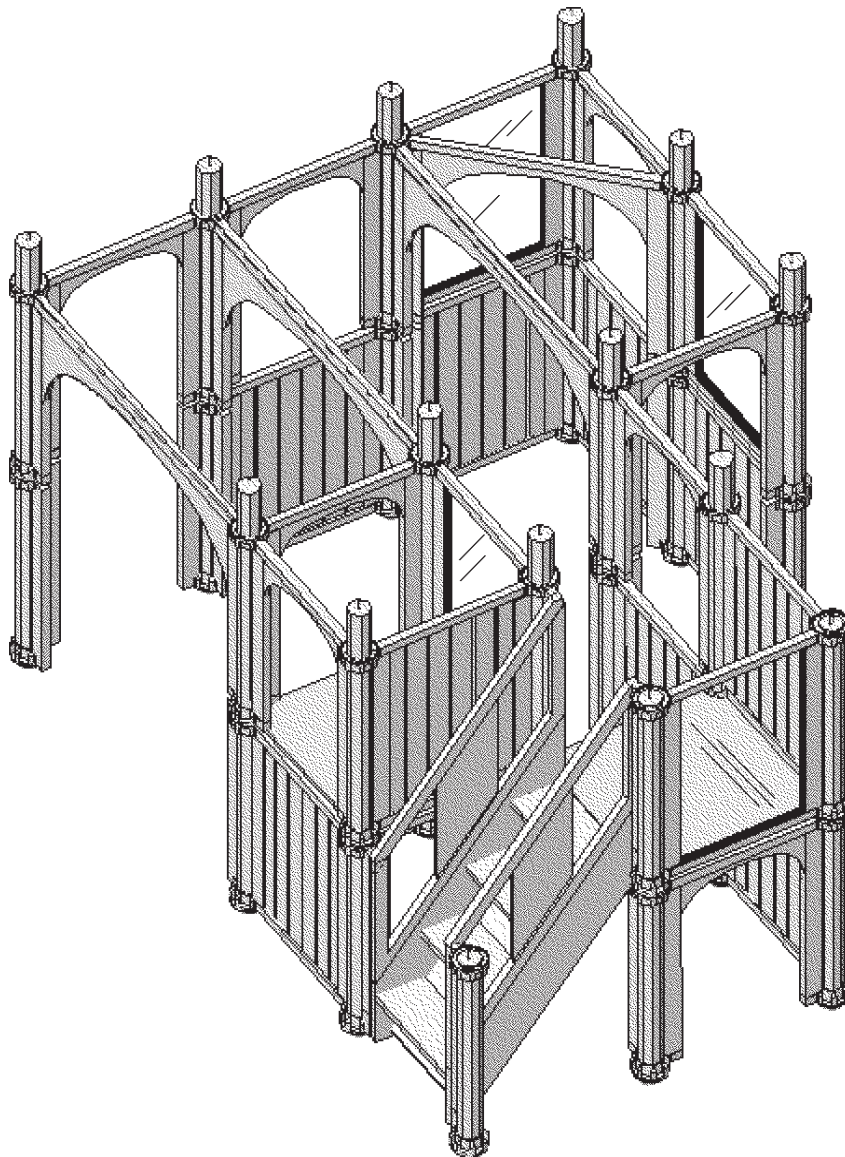
- ☐ 12 long posts and 2 short posts?
- ☐ 8 single solid panels, 1 clear panel, 3 single arches in bottom level?
- ☐ 1 double and 2 single arches to hold structure together?
- ☐ 14 **arch supports** placed as the floor plan shows?
- ☐ All panels and **arch supports** properly held by connectors?



2 Gretchen's loft

Checklist in order of installation:

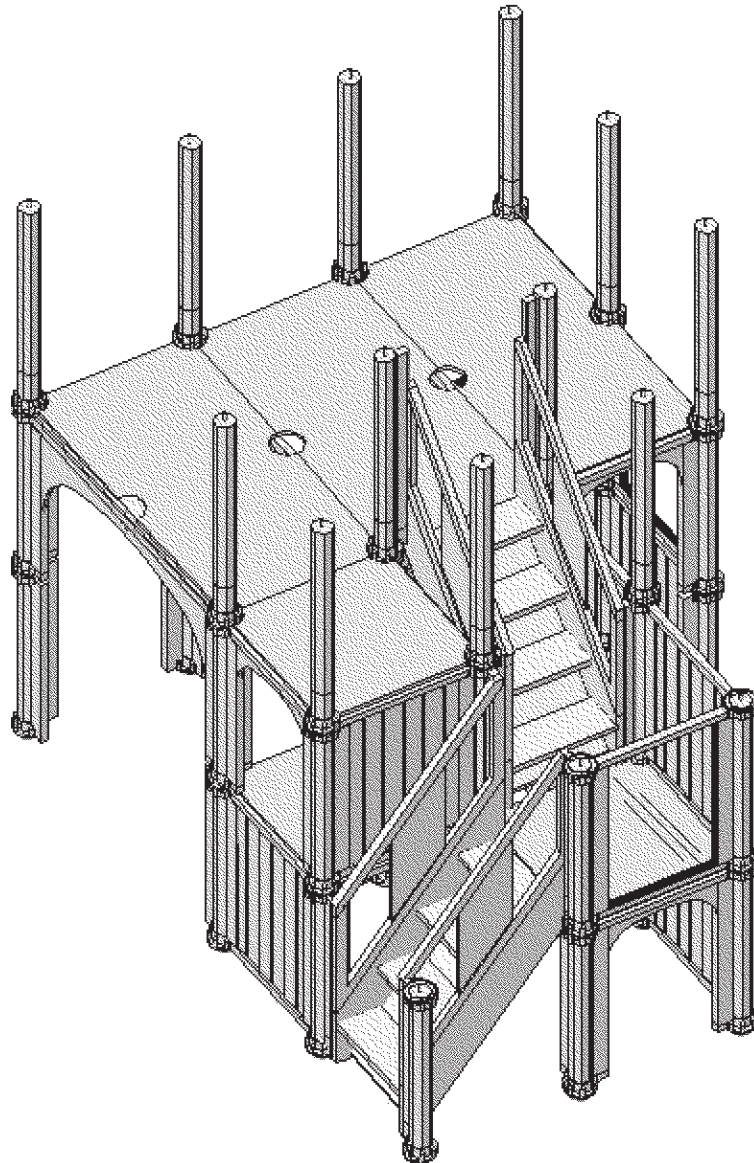
- ☐ 2 single platforms?
- ☐ 2 post extenders on top of short posts?
- ☐ 1 short post at bottom of stair, 1 pair of railings with 4 short couplings?
- ☐ 1 diagonal, 2 double and 5 single arches?
- ☐ 4 clear and 2 solid panels?
- ☐ All panels, arches and couplings properly held by the connectors?



3 Gretchen's loft

Checklist in order of installation:

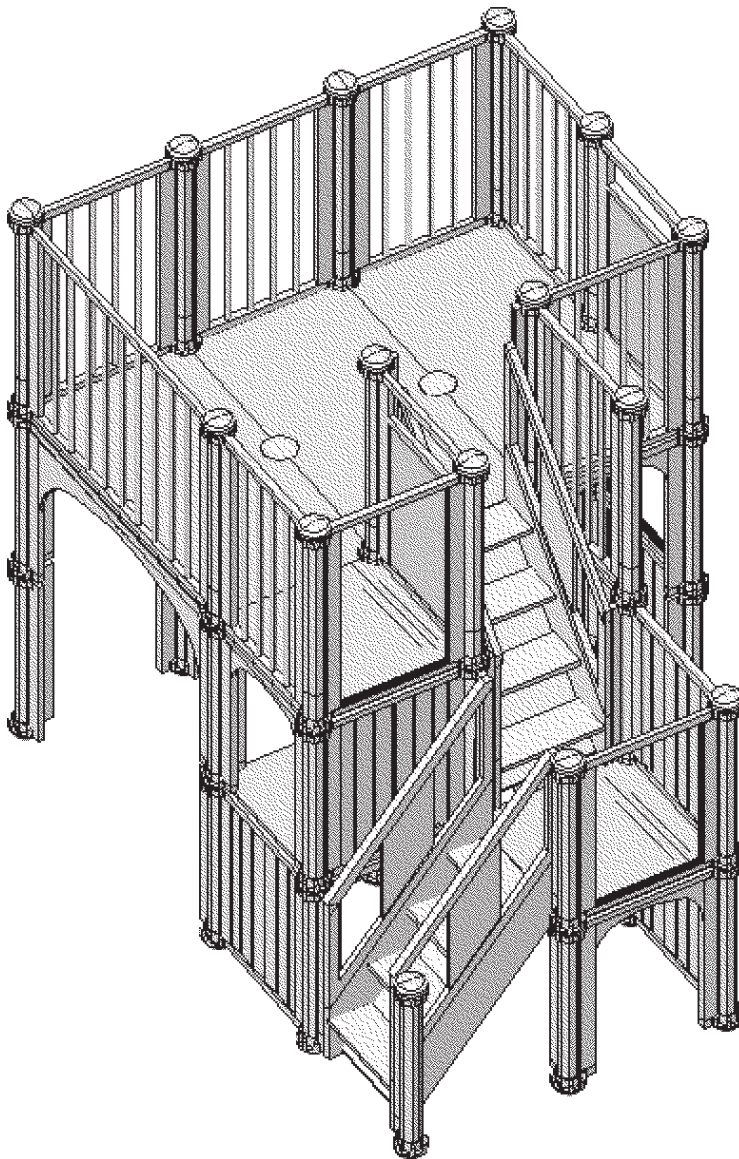
- ☐ 1 single and 3 double platforms placed on top?
- ☐ 1 half and 2 circular plugs?
- ☐ 12 extender posts placed on top of long posts?
- ☐ 1 stair, 1 pair of railings with 2 short couplings at bottom and 2 long couplings at top?



4 Gretchen's loft

Checklist in order of installation:

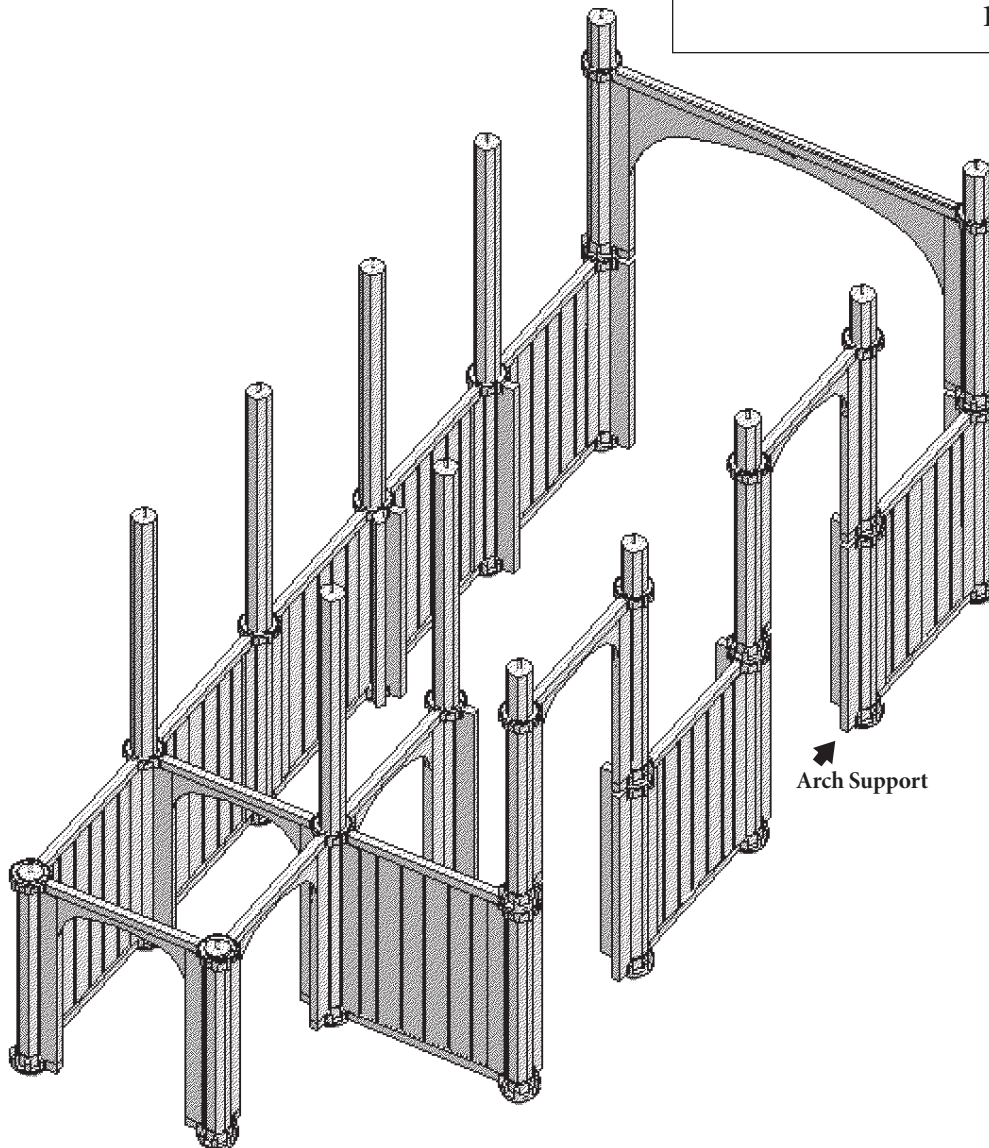
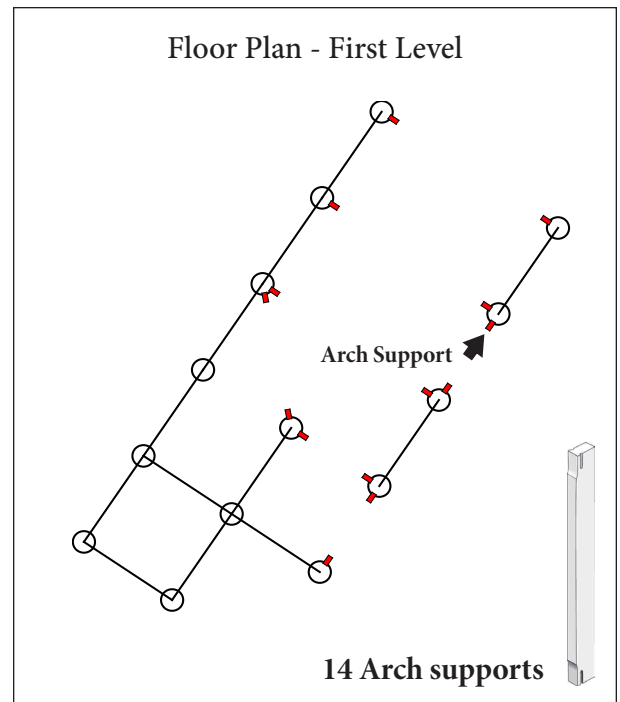
- ☐ 11 upper panels?
- ☐ All panels and stair couplings held properly by the connectors?
- ☐ 15 caps screwed down tight?
- ☐ ▲ Refer to Safety page.
- ☐ Levelling feet adjusted?



1 Ken's loft

Checklist in order of installation

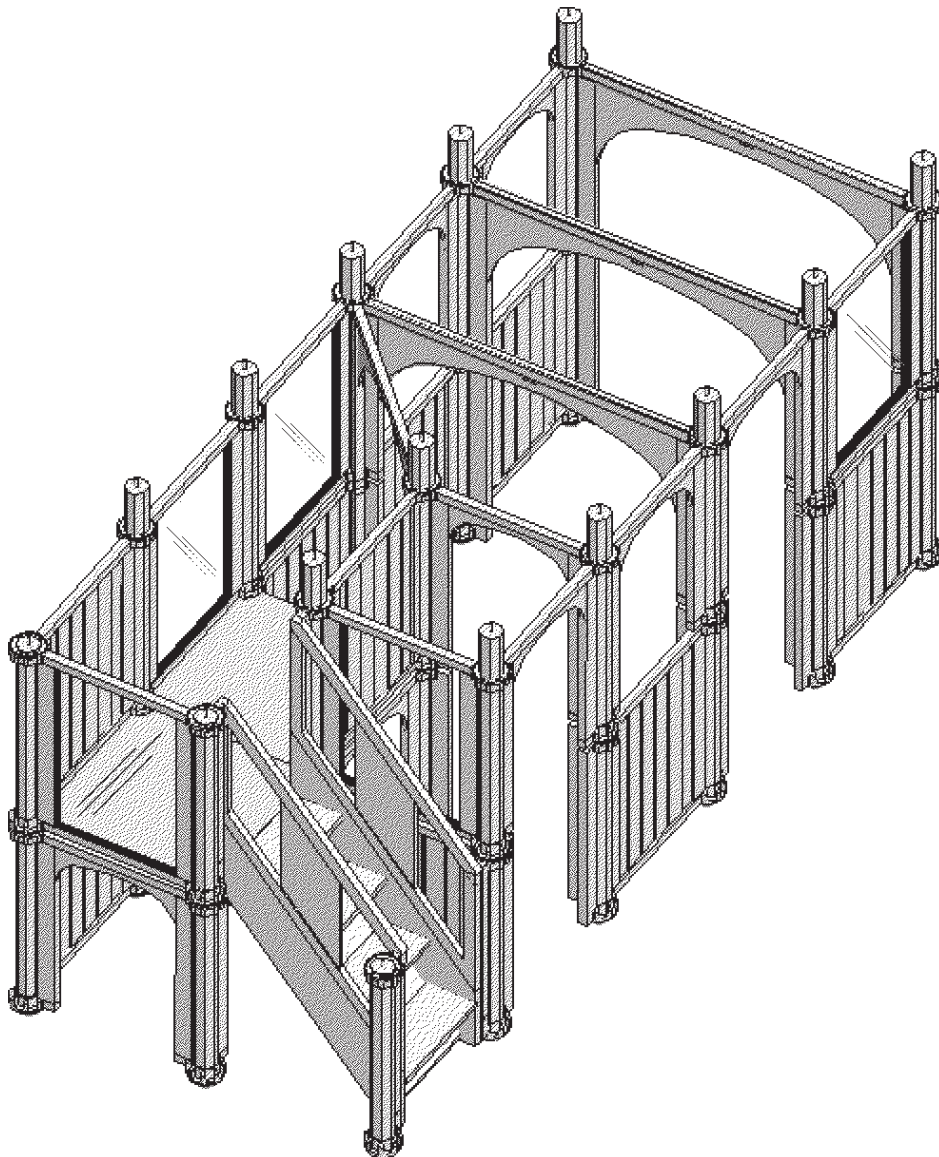
- ☐ 12 long and 2 short Posts?
- ☐ 8 single solid panels and 4 single arches on bottom level?
- ☐ 1 double and 2 single arches to hold structure together?
- ☐ 14 **arch supports** placed as floor plan shows?
- ☐ All panels and **arch supports** properly held by connectors?



2 Ken's loft

Checklist in order of installation:

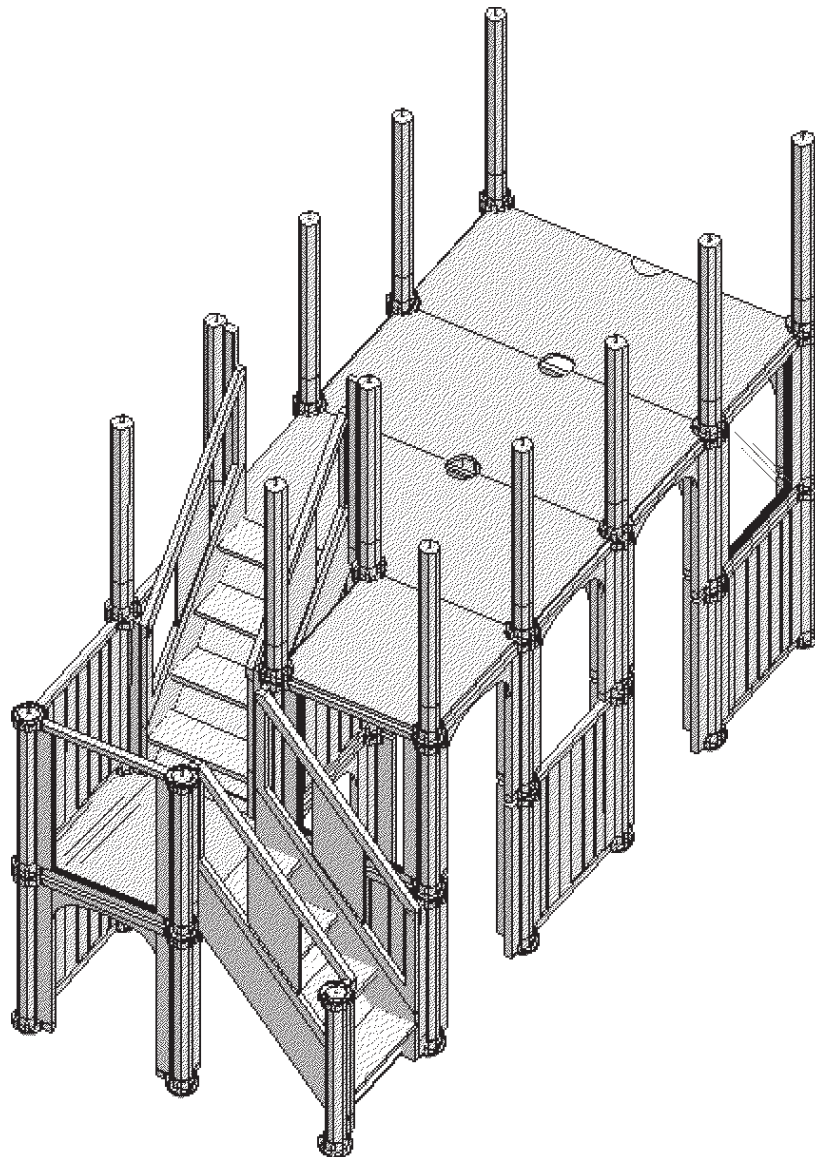
- ☐ 2 single platforms and 2 post extenders on top of 2 short posts?
- ☐ 1 stair and 1 short post?
- ☐ 1 pair of railings with 4 short couplings?
- ☐ 1 diagonal, 2 double and 4 single arches?
- ☐ 5 clear and 2 solid panels?
- ☐ All panels, arches and couplings properly held by the connectors?



3 Ken's loft

Checklist in order of installation:

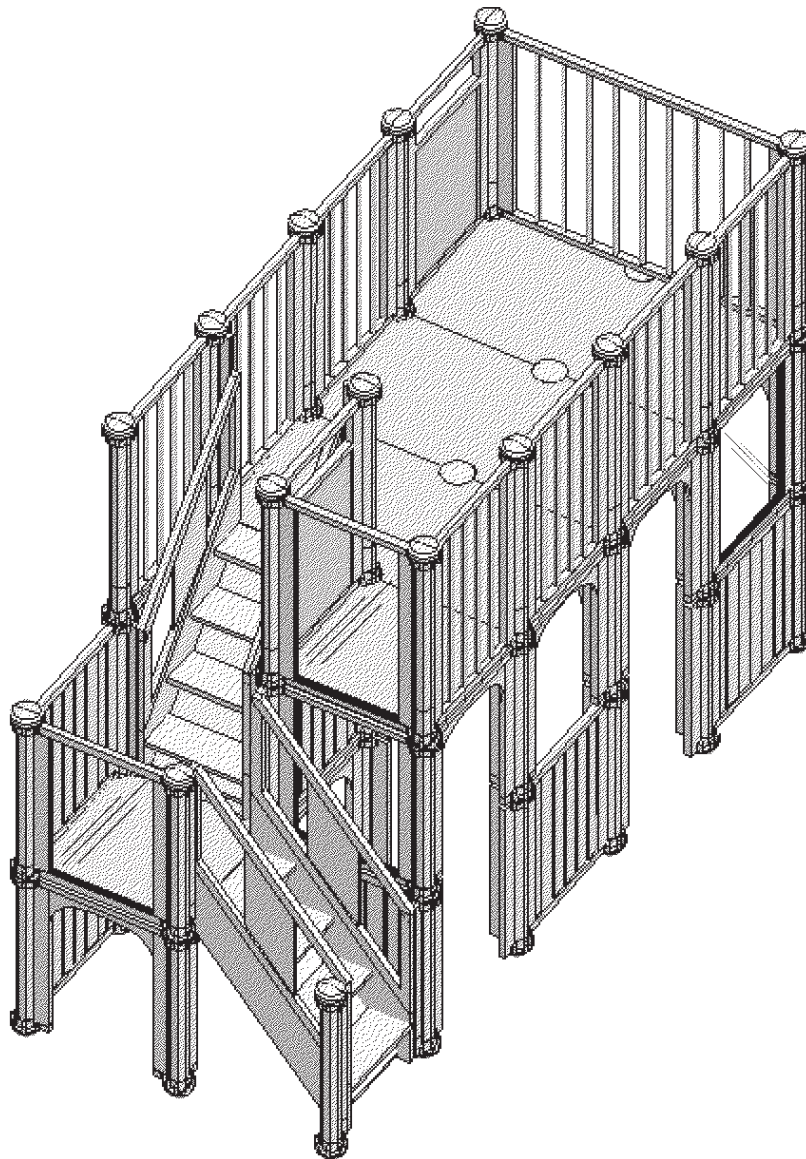
- ☐ 1 single and 3 double platforms placed on top?
- ☐ 1 half and 2 circular plugs?
- ☐ 12 post extenders placed on top of long posts?
- ☐ 1 stair, 1 pair of stair railings with 2 short couplings at bottom and 2 long couplings at top?



4 Ken's loft

Checklist in order of installation:

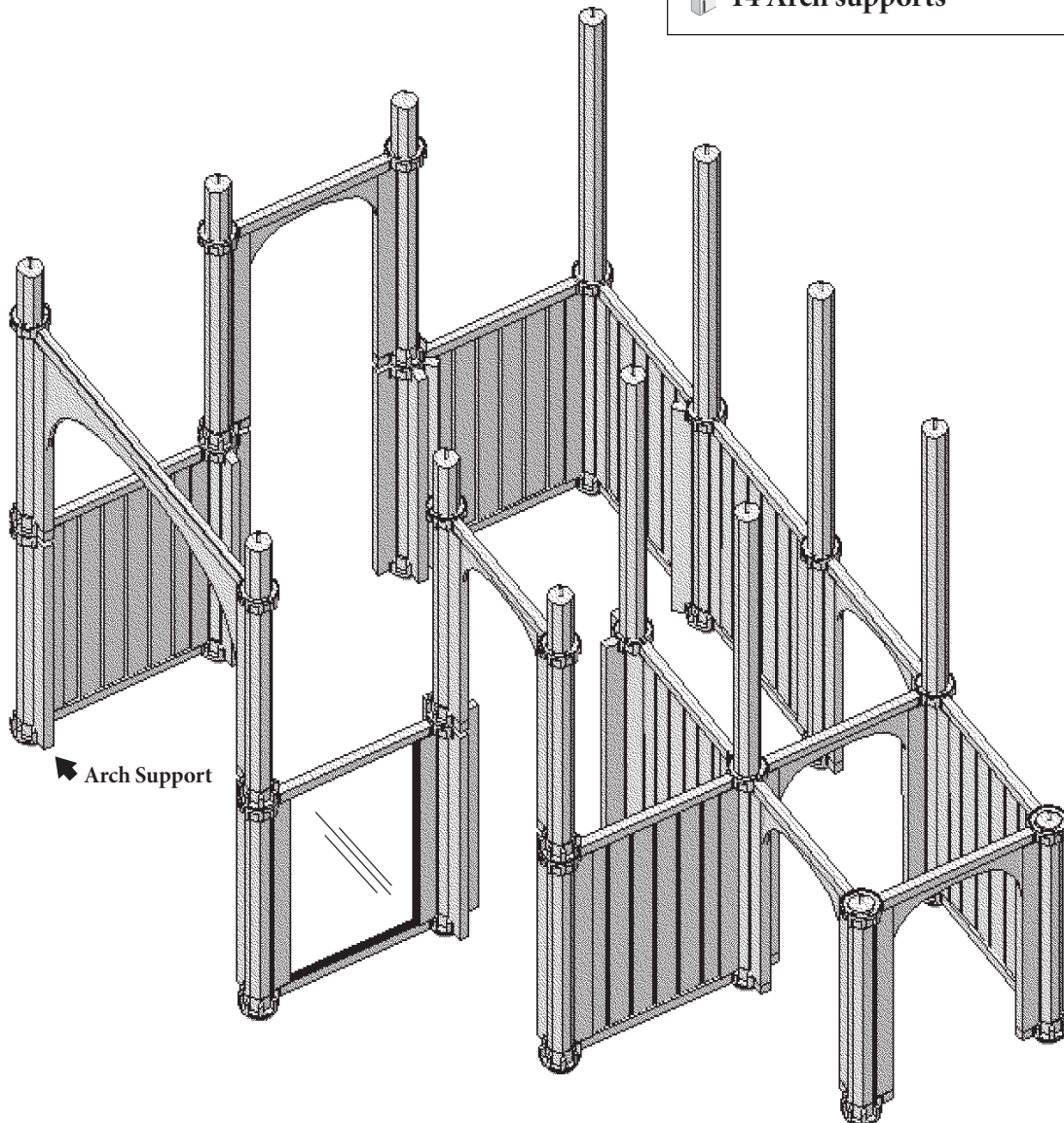
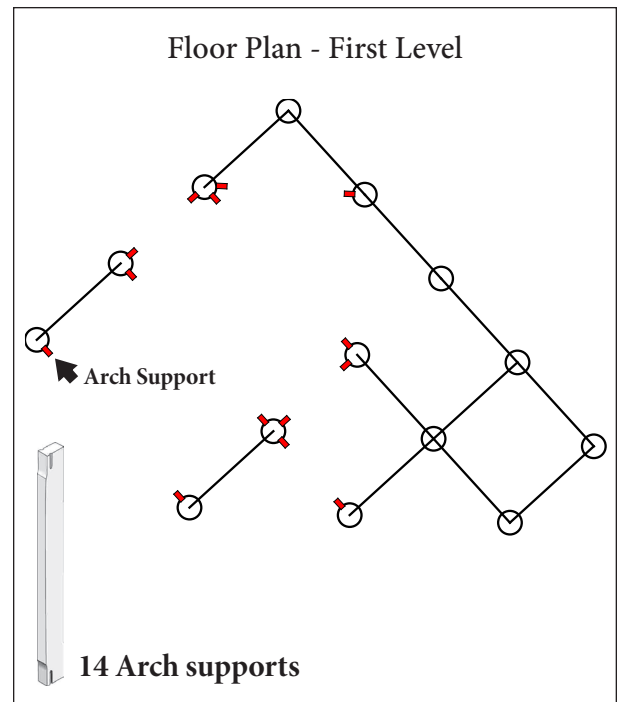
- ☐ 11 upper panels?
- ☐ All panels and stair couplings held properly by the connectors?
- ☐ 15 caps screwed down tight?
- ☐ ▲ Refer to Safety page.
- ☐ Levelling feet adjusted?



1 Krista's loft

Checklist in order of installation:

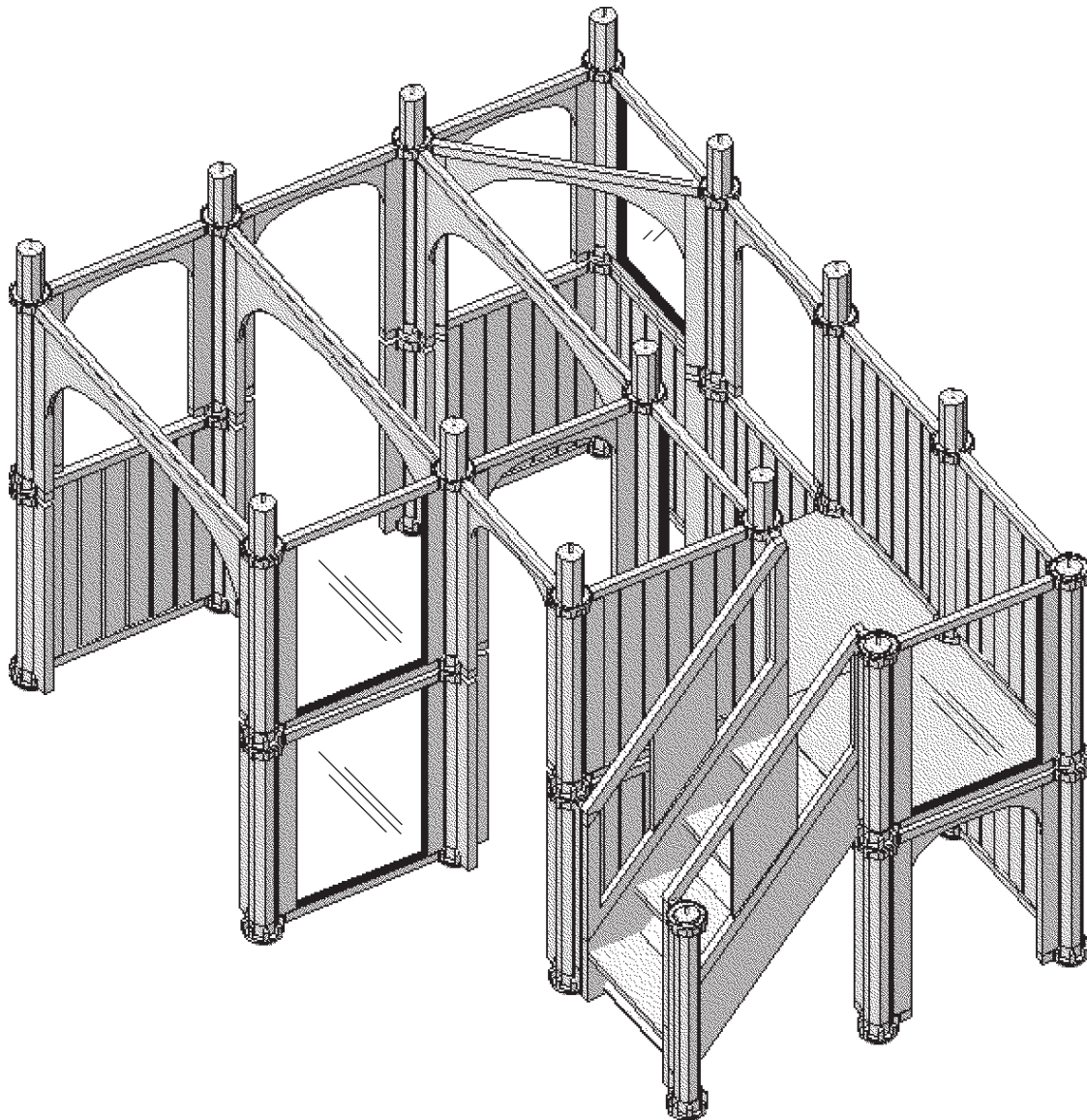
- ☐ 12 long and 2 short Posts?
- ☐ 7 single solid panels, 1 clear panel and 4 single arches on bottom level?
- ☐ 1 double and 2 single arches to hold structure together?
- ☐ 14 **arch supports** placed as floor plan shows?
- ☐ All panels and **arch supports** properly held by connectors?



2 Krista's loft

Checklist in order of installation:

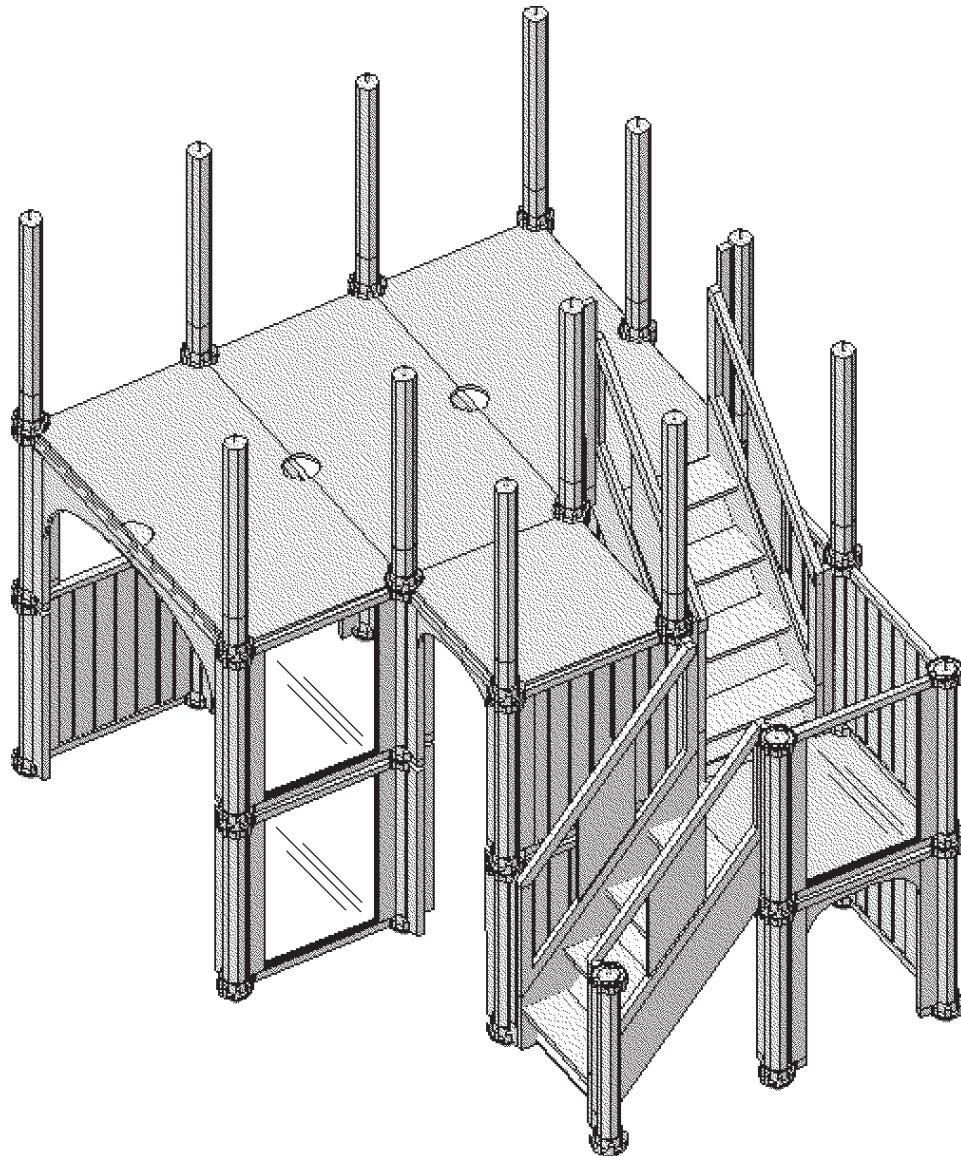
- ☐ 2 single platforms and 2 post extenders on top of 2 short posts?
- ☐ 1 stair and 1 short post?
- ☐ 1 pair of stair railings with 4 short couplings?
- ☐ 1 diagonal, 2 double and 4 single arches?
- ☐ 4 clear and 3 solid panel?
- ☐ All panels, arches and couplings properly held by the connectors?



3 Krista's loft

Checklist in order of installation:

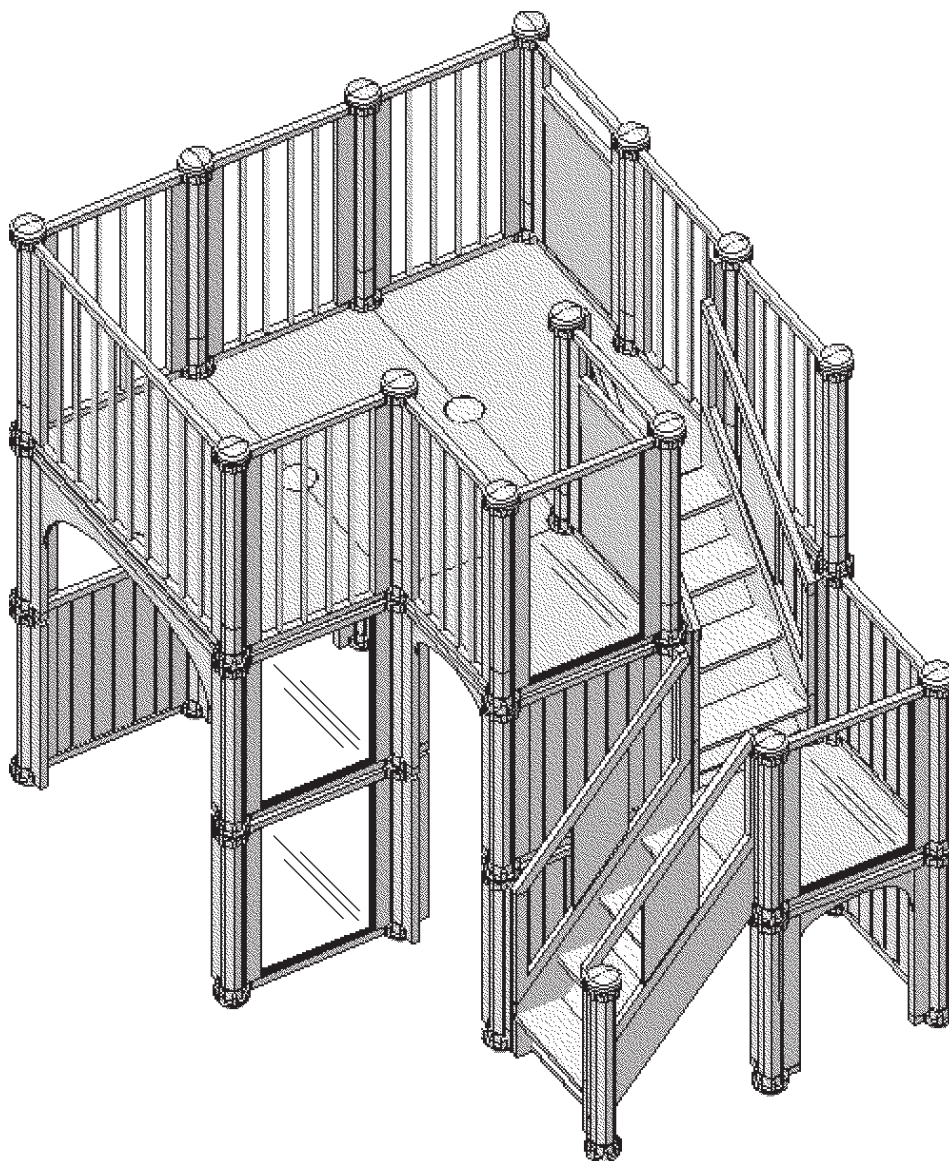
- ☐ 1 single and 3 double platforms placed on top?
- ☐ 1 half and 2 circular plugs?
- ☐ 12 post extenders placed on top of long posts?
- ☐ 1 stair, 1 pair of stair railings with 2 short couplings at bottom and 2 long couplings on top?



4 Krista's loft

Checklist in order of installation:

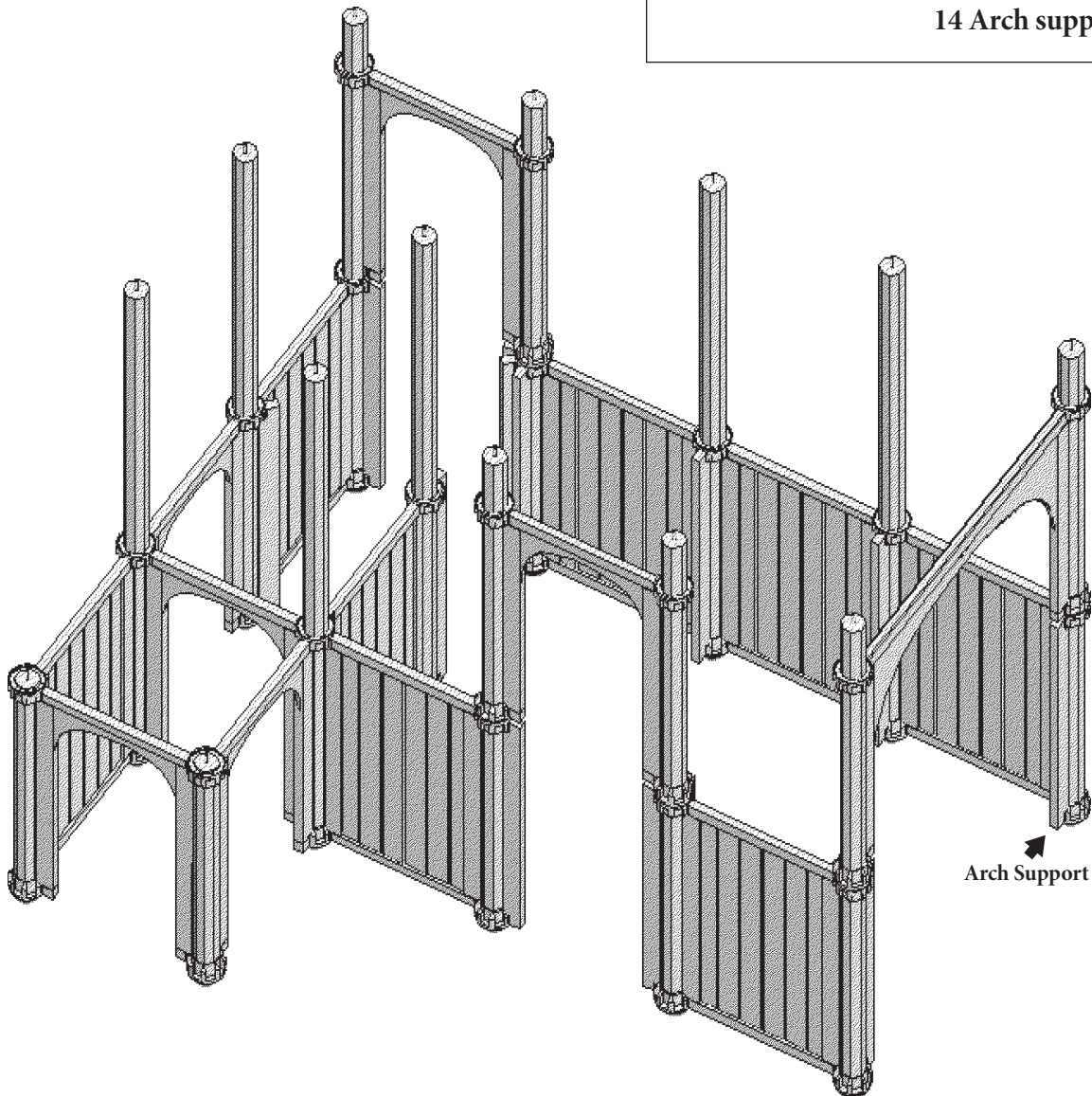
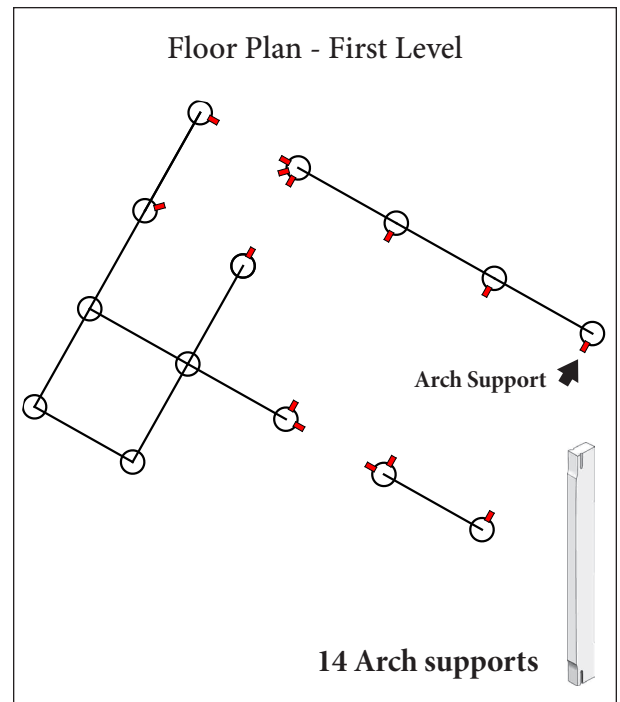
- ☐ 11 upper panels?
- ☐ All panels and stair couplings held properly by the connectors?
- ☐ 15 caps screwed down tight?
- ☐ ▲ Refer to Safety page.
- ☐ Levelling feet adjusted?



1 Carole's loft

Checklist in order of installation:

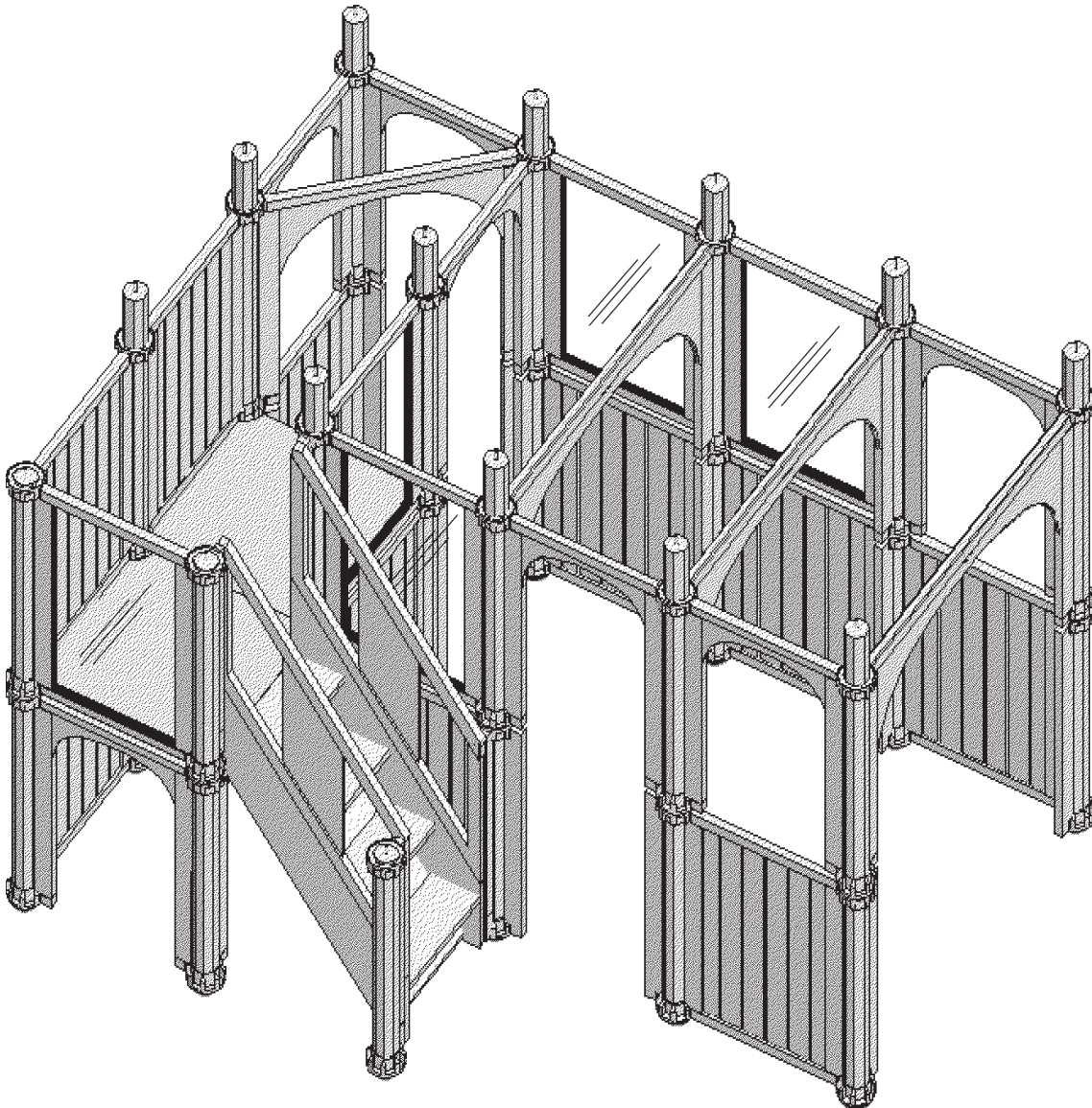
- ☐ 12 long and 2 short Posts?
- ☐ 8 single solid panels and 4 single arches on bottom level?
- ☐ 1 double and 2 single arches to hold structure together?
- ☐ 14 **arch supports** placed as the floor plan shows?
- ☐ All panels and **arch supports** properly held by connectors?



2 Carole's loft

Checklist in order of installation:

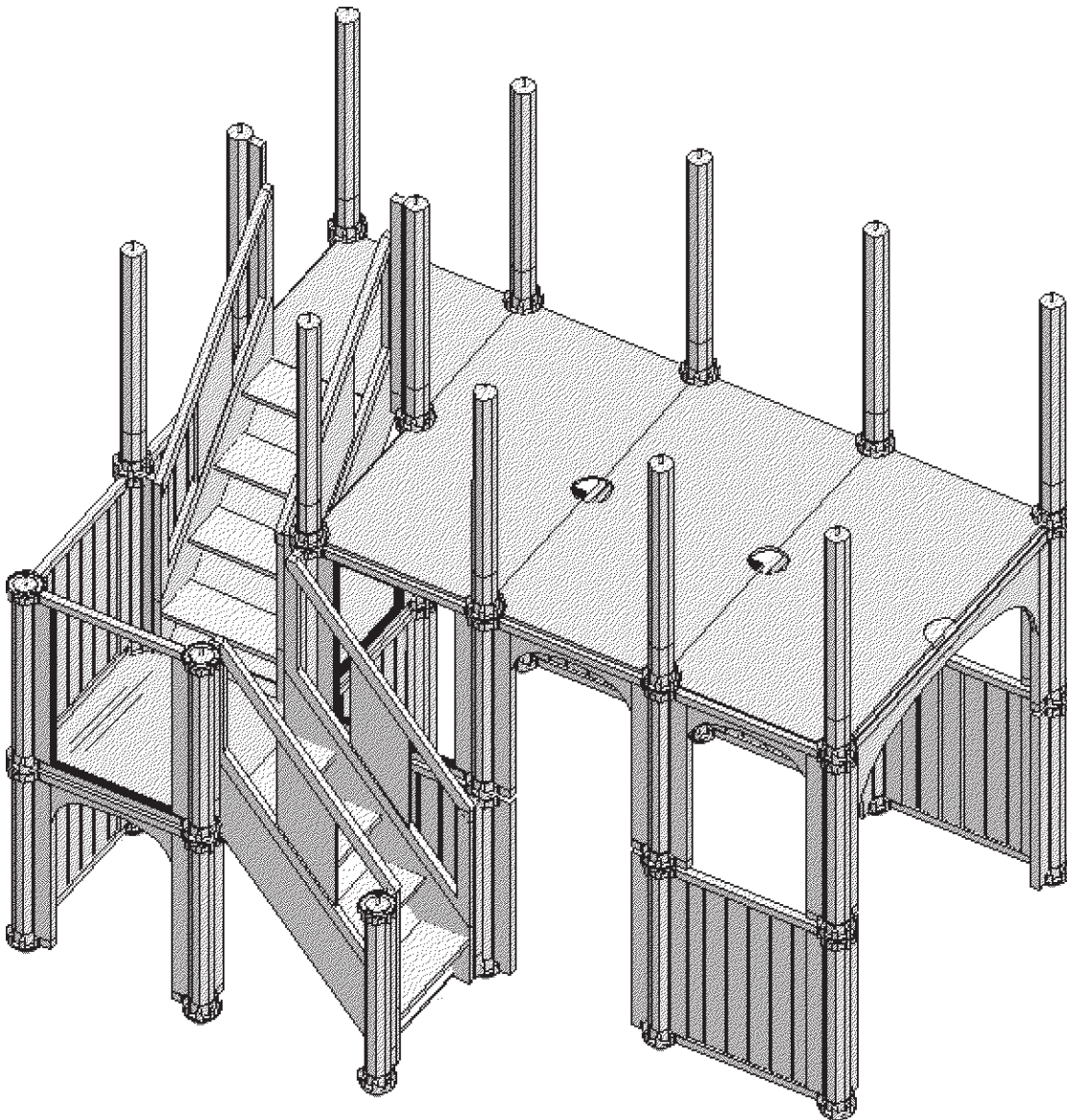
- ☐ 2 single platforms and 2 post extenders on top of 2 short posts?
- ☐ 1 stair and 1 short post?
- ☐ 1 pair of stair railings with 4 short couplings?
- ☐ 1 diagonal, 2 double and 4 single arches?
- ☐ 5 clear and 2 solid panels?
- ☐ All panels, arches and couplings properly held by the connectors?



3 Carole's loft

Checklist in order of installation:

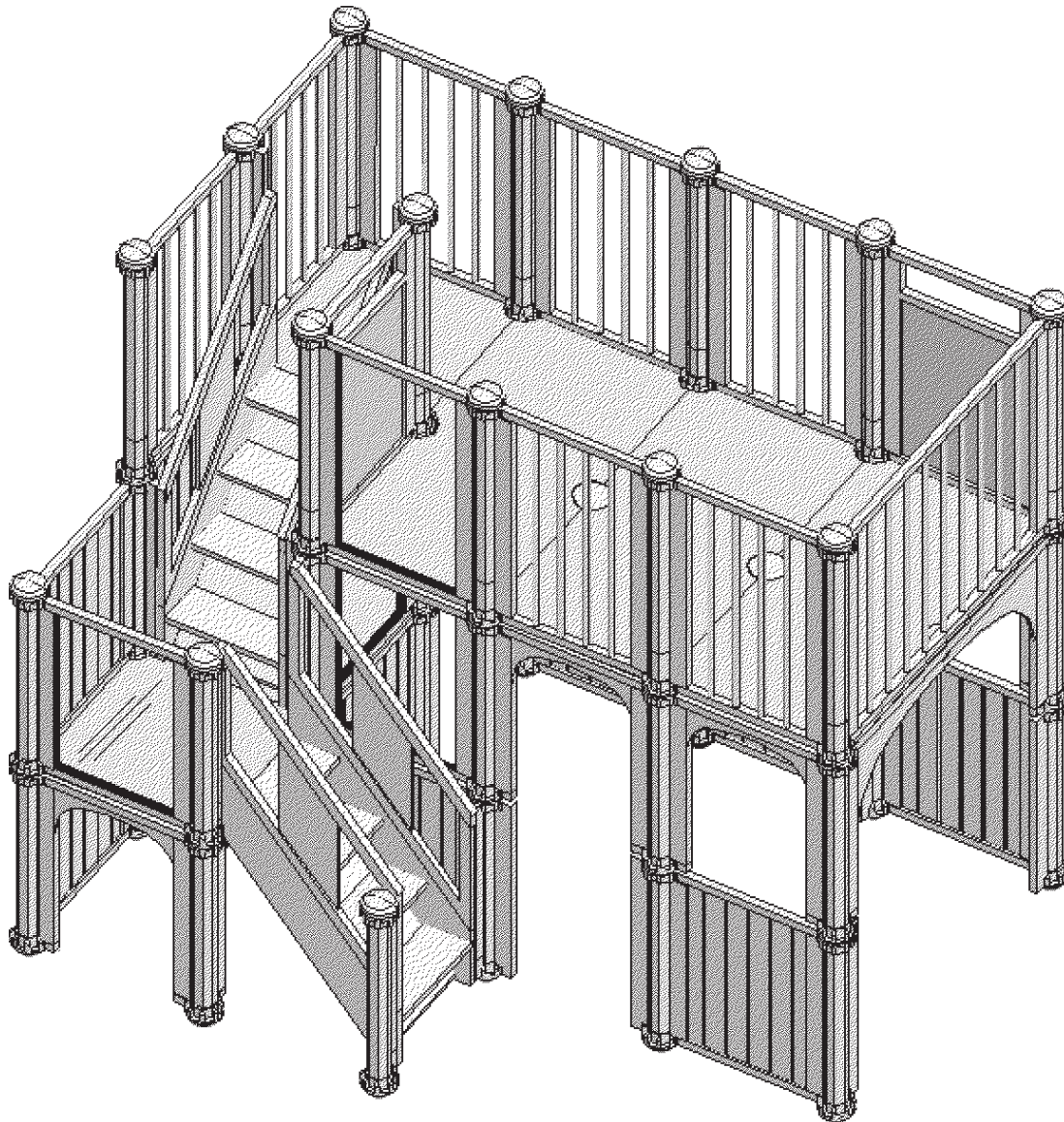
- ☐ 1 single and 3 double platforms placed on top?
- ☐ 1 half and 2 circular plugs?
- ☐ 12 extender posts placed on top of long posts?
- ☐ 1 stair, 1 pair of stair railings with 2 short couplings at bottom and 2 long couplings on top?



4 Carole's loft

Checklist in order of installation:

- ☐ 11 upper panels?
- ☐ All panels and stair couplings held properly by the connectors?
- ☐ 15 caps screwed down tight?
- ☐ ▲ Refer to Safety page.
- ☐ Levelling feet adjusted?



MAINTAINING YOUR LOFT

Periodically inspect for cracks, breaks, loose parts, missing parts, and/or malfunctions. Check caps to be sure they remain tightly screwed down. Remove the product from service when any condition develops which might make operation unsafe.

You can wash the wooden parts of your loft, but remember, wood and water are natural enemies. Don't soak; work fast, use a stiff brush with soap and water (or a detergent, as you would for washing dishes).

When cleaning plastic surfaces, do not use harsh detergents or cleansers. These may scratch or mar the surface. Nontoxic household plastic cleaners should work well. Test a small patch of the plastic surface before full application.

If you plan to store your loft, remember it is made of wood, and needs to be stored in a dry place.

CLEANING YOUR CARPETS

You will not need to wash your carpets as often if you vacuum them frequently. When you do need to wash them, however, they are designed to come off for cleaning. Give the corner a gentle tug to remove it from the wooden platform or panel. Clean by hand or with a carpet cleaner. Do not machine wash. Replace the carpet when completely dry.

The carpets are made of a nylon fiber weave. Just use the methods below to clean common spills. If you have a spill that is not described, call Customer Service at 800-777-4244 for more information.

For berry, blood, chalk, fruit juices, ice cream, ketchup, milk, plant food, or water-base paint stains...

- 1) Apply carpet cleaner sparingly, rubbing gently. Blot, rinse with water, and blot again.
- 2) Mix one tablespoon ammonia and one cup water. Rinse with this solution. Rub gently. Blot, rinse with water, and blot again.
- 3) Apply white vinegar to remove the cleaning solution. Blot, rinse with water, and blot dry.

For butter, candle wax, chocolate, crayon, felt-tip marker, glue, grease, ink, oil, or oil-base paint stains...

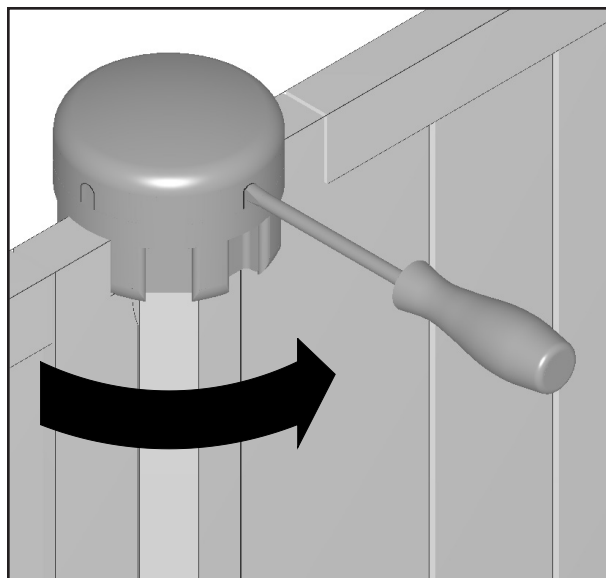
- 1) Apply only enough dry cleaning fluid or alcohol to dampen the stain. Blot dry. Repeat as long as the stain transfers.
- 2) If stain is still visible, apply carpet cleaner sparingly, rubbing gently. Blot, rinse with water, and blot dry.
- 3) Apply white vinegar to remove the detergent. Blot, rinse with water, and blot dry.

For coffee, mustard, tea, urine, vomit, or water color stains...

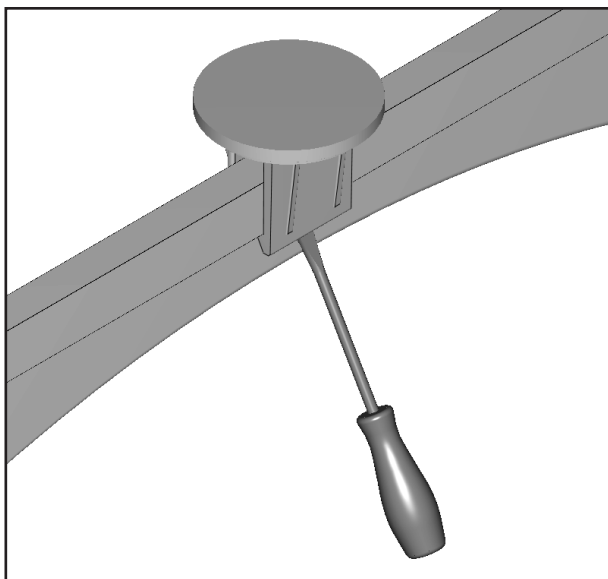
- 1) Apply carpet cleaner sparingly, rubbing gently. Blot to remove stain and rinse with clear water. Blot dry.
- 2) Apply white vinegar to remove the detergent. Blot, rinse with water, and blot dry.

TAKING APART YOUR LOFT

Before taking apart your loft, read *all* of the instructions, and get a friend to help. If you plan to store your loft, remember it is made of wood, and needs to be stored in a dry place.

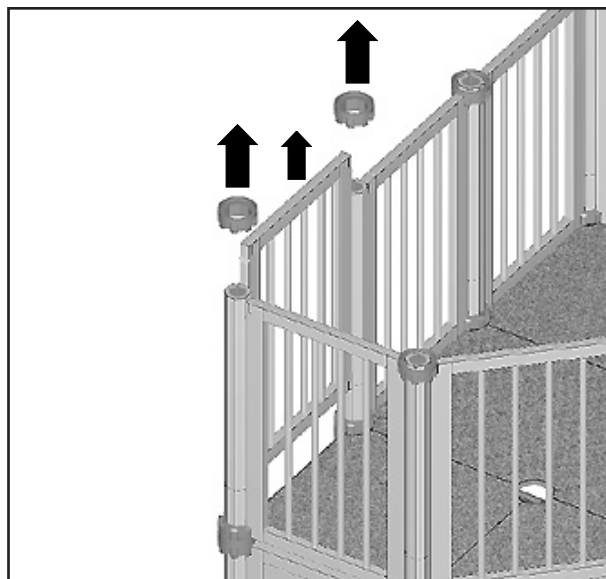


- 1** Start at the top of the loft and work downward. Unlock the childproof caps on the posts by putting a flathead screwdriver all the way into any hole on the cap. Use the screwdriver, pointed slightly up, as a handle to crank counterclockwise. You will hear a clicking sound as it turns.

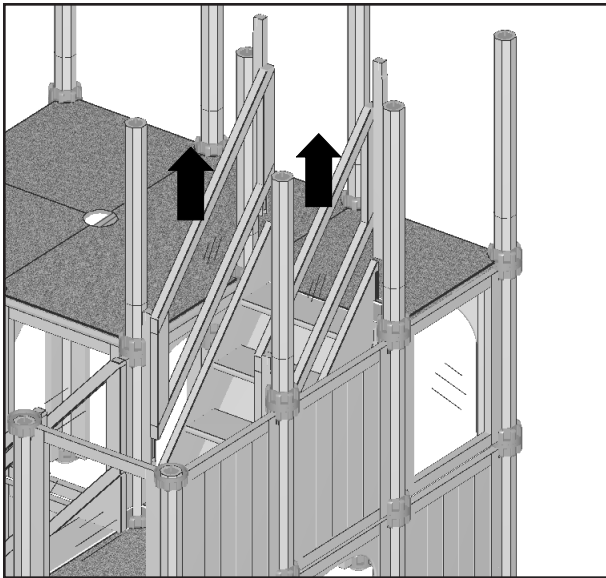


- 2** To remove circular plug between platforms, insert a flat screwdriver from below to pry up the plug.

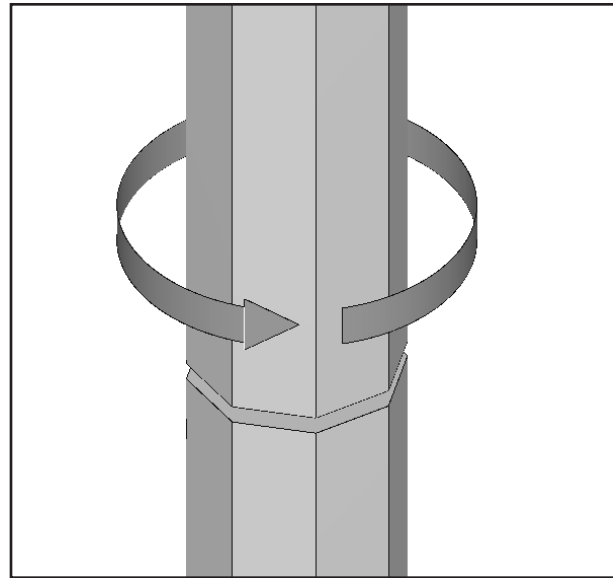
This picture shows platforms removed for clarity. Remove platforms only after plug has been removed.



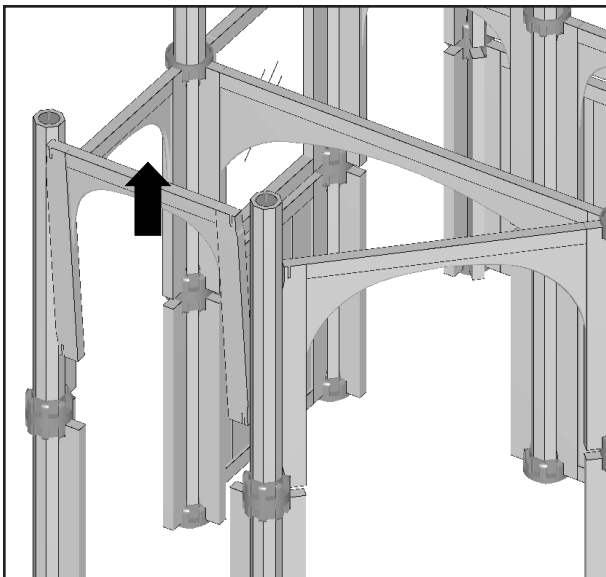
- 3** Remove the top connector rings from one panel. Lift it out of the bottom rings and hand it down to your friend. Do not take all the top rings off at once; this could cause instability and falling panels. Working together, continue around removing one panel at a time.



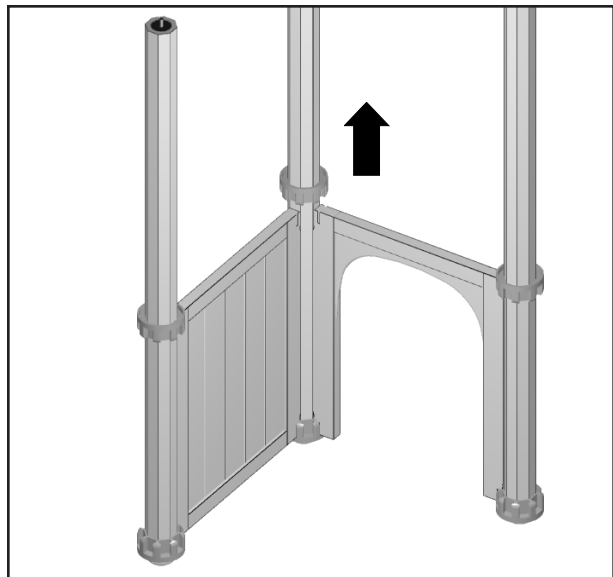
- 4** Take the stair railings off by lifting straight up. Then you can remove the stairs. A sharp tap on the bottom of the couplings will loosen them from the railing for storage.



- 5** Unscrew post extenders and lift off loose connector rings. If you have trouble unscrewing posts, put a connector ring on each side of the joint and use them as wrenches to loosen the posts.



- 6** Remove the second layer of panels as you did the top layer, one at a time. Watch as you remove arches that a section of wall does not become unstable. Generally if there is a right angle in the wall, it will still stand.



- 7** Remove the landing platform and the first layer stairs. Then take apart the bottom layer of the loft.



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