



SOFT PLAY, L.L.C.

PLAY SYSTEM OWNER'S MANUAL

INSPECTION • CLEANING • MAINTENANCE • PROCEDURES • REPAIRS • PARTS

tel: 704.875.6550 • toll-free: 800.782.2936 • www.softplay.com



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To Our Valued Customers:

Thank you for choosing Soft Play, L.L.C. for your contained playground equipment needs. In this manual you will find valuable information regarding your new Soft Play Play System. We've included general information on the operation and maintenance of your Play System that will help it last longer and remain in top condition. However, it is YOUR RESPONSIBILITY to create a site-specific Operations and Maintenance Manual for your staff that reflects the environment in which you are operating. The operations manual that you create should spell out the following: daily, weekly and monthly cleaning requirements; regular mandatory inspections; rules and regulations for the play area; staff training requirements; and minimum staff expectations. Soft Play is not responsible for accidents and injuries (including death) resulting from improper use of the equipment and/or improper operation and maintenance of the Play System.

This Owner's Manual contains many helpful appendices, including:

- Cleaning Guidelines;
- Inspection & Cleaning Overview Chart;
- Daily Cleaning & Inspection Checklist;
- Weekly Cleaning & Inspection Checklist;
- Annual Cleaning & Inspection Checklist; and
- Common Repairs.

We strongly recommend that, at a minimum, you abide by these helpful appendices, and that you incorporate them into your site-specific Operations & Maintenance Manual and regular operations and maintenance procedures.

Again, thank you for choosing Soft Play. We appreciate your business and will strive to exceed your expectations relating to our products and services. Please call our Customer Service Department at 1.800.782.2936 or 704.875.6550 if we may be of assistance.

Sincerely,

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Table of Contents

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Introduction	Safe Play	IV
	Why We Provide This Important Information	V
	Who Should Read This Manual	V
	Section 1	
Basics of Your Play System	Soft Play, L.L.C. Play System	1
	Common Components	2-7
	Play Environment	8
	Age Appropriateness and Physical Ability	8
	Soft Play, L.L.C. Warranty Information	9
	Safety Surfacing Warranty Information	9
	Instructional Signage	10
	Section 2	
Operating a Safe Play Environment	Playground Safety Summary	11
	Operation Guidelines	11
	Local Regulations	11
	Play System Rules	12
	Staff Training and Responsibilities	12
	Safety Surfacing Types and Warnings	13
	Alteration of Play System and/or Equipment	13
	The Weather and The Elements	14
	Regular Inspections, Cleaning and Maintenance	15
	Spotting and Preventing Misuse	15
	Corrective Action	16
	Inaccessible Areas of the Play System	17
	Barriers to Prevent Climbing	17
	Control Access to the Play System	18
	Summary of Operating a Safe Play Environment	18
	A.S.T.M. Definitions and Information	19-20
	Section 3	
Inspecting, Cleaning and Maintenance	General Information	21
	General Cleaning Guidelines and Recommendations	22
	Daily Inspections and Daily Cleaning Overview	22
	Daily Cleaning	22
	Daily Inspections and Daily Cleaning Overview	23
	Weekly Cleaning and Inspections	24
	Weekly Cleaning and Inspections Overview	24
	Playground Maintenance	25
	Periodic “Tune-up”	25
	Monthly, Quarterly and Annual Inspections	25
	Electrical Components	26
	Static Electricity	26
	Summary	26

Table of Contents

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Cleaning Guidelines	Appendix A	
	Recommended Cleaners and Tools	28
	Do's and Don'ts	28
	To Clean Plastics, Vinyls and Major Components	28
	To Clean Junction Box Pads	28
	To Clean Domes and Windows	28
	To Remove Spray Paint or Markers from Windows	28
	To Remove Spray Paint or Markers from Vinyls	28
	To Remove Scuff Marks from Plastics	28
	To Remove Stains from Ropes and Webbing	29
	To Clean DuraNet®	29
	To Clean Components with Graphics	29
	To Clean Indoor-Only Toddler Panels	29
	To Clean Grid Covers and Sun Covers	29
	To Clean Magic Ball Popper Panel	30
	To Clean Ball Pools	31
	To Clean Ball Pool Balls	31
	How to Inspect and Clean Ventilation Fans	32
	Safety Surfacing	33
	Safety Surfacing Cleaning and Maintenance	33
Inspection and Cleaning Overview Chart	Appendix B	
	Handy Reference Chart	34-35
Daily Cleaning and Inspection Checklist	Appendix C	
	Handy Reference Checklist and Action Report	37-38
Weekly Cleaning and Inspection Checklist	Appendix D	
	Handy Reference Checklist and Action Report	39-41
Weekly Cleaning and Inspection Checklist	Appendix E	
	Handy Reference Checklist and Action Report	42-44
Common Repairs	Appendix F	
	Replacing Electrical Ties	46
	Netting Repairs - Rebuilding	47
	Netting Repair - Patching	48
	Entry Curtain Strip Replacement	49
	Ball Pool Liner Patching	50
	Installation of Rivets	51

Common Replacement Parts	Appendix G Soft Play Aftermarket Parts Catalog	52
Aftermarkets Parts Catalog	Soft Play Aftermarket Parts Catalog	Supplement 1
CPSIA	Certificate of Conformity	Supplement 2
Capacity	Manufacturer's Recommendation	Supplement 3

■ Safe Play

Soft Play encourages safe play. In creating this manual, Soft Play draws on the combined input and expertise of safe-play advocacy organizations, industry experts, governmental organizations, and Soft Play's own vast experience in contained play since the early 1980's. These guidelines, along with local, regional and national laws and regulations (where applicable), should be followed to ensure a safe play environment and extend the life of your Play System. Included with this manual is the manufacturer's recommended user capacity limit for structural integrity, as defined by ASTM F1918-04, Section 11.4.1.2. It is the play system operator's responsibility to monitor and determine optimum user capacity limits for safe play.

This manual suggests minimum maintenance guidelines. Because each play system environment is different, you should evaluate your playground area needs based on customer usage, location, traffic and other factors specific to your site. **Soft Play strongly recommends that you create your own Operations and Maintenance Manual based on your site's particular needs.**

Maintenance is YOUR responsibility. Please protect users of the playground equipment with daily inspections as well as regular and thorough maintenance and cleaning. You and your staff should be aware of any unsafe condition(s) and be prepared to take immediate corrective action.

This manual should be kept for reference for as long as you own your Soft Play Play System. **IF YOUR PLAY SYSTEM IS EVER MOVED OR SOLD, THIS MANUAL SHOULD BE INCLUDED WITH THE EQUIPMENT AND PROVIDED TO THE NEW OWNER.** To ensure that all current safety and accessibility guidelines are followed, Soft Play Play Systems should be dismantled, moved and reinstalled **ONLY BY QUALIFIED INSTALLERS.** Soft Play is not responsible for any equipment that is dismantled, moved, and/or reinstalled by anyone other than a **QUALIFIED** Soft Play installer. Contact Customer Service at 800.782.2936 or 704.875.6550 for a list of current playground installers certified by Soft Play

■ Why We Provide This Important Information

The purpose of this Owner's Manual is to provide you with general instructions, suggestions and tips as to how to clean and maintain your Soft Play Contained Play System Equipment at a level of performance that will provide a safe and enjoyable play environment for your customers, extend the life of the playground components, and conform to Soft Play Warranty requirements.

NOTE: This Owner's Manual should be used in conjunction with your company's internal training and operations manuals and your own operating experience to create site-specific manuals, policies and procedures for the operation and maintenance of your Contained Play System Equipment. This Owner's Manual is not an "Operations Manual", and the owner/operator should not treat it as such.

The Owner/Operator of a Play System bears the ultimate responsibility for staff training, Play System monitoring, and equipment maintenance. ASTM F1918-04, Section 11.5 through 11.9 explain the responsibilities of the owner/operator for playground care and maintenance. Furthermore, the CPSC cannot stress enough the importance of cleaning and maintaining your Play System.

If you should have questions regarding your Soft Play Play System, contact Soft Play's Customer Service Department at 1.800.782.2936 or 704.875.6550.

■ Who Should Read This Manual

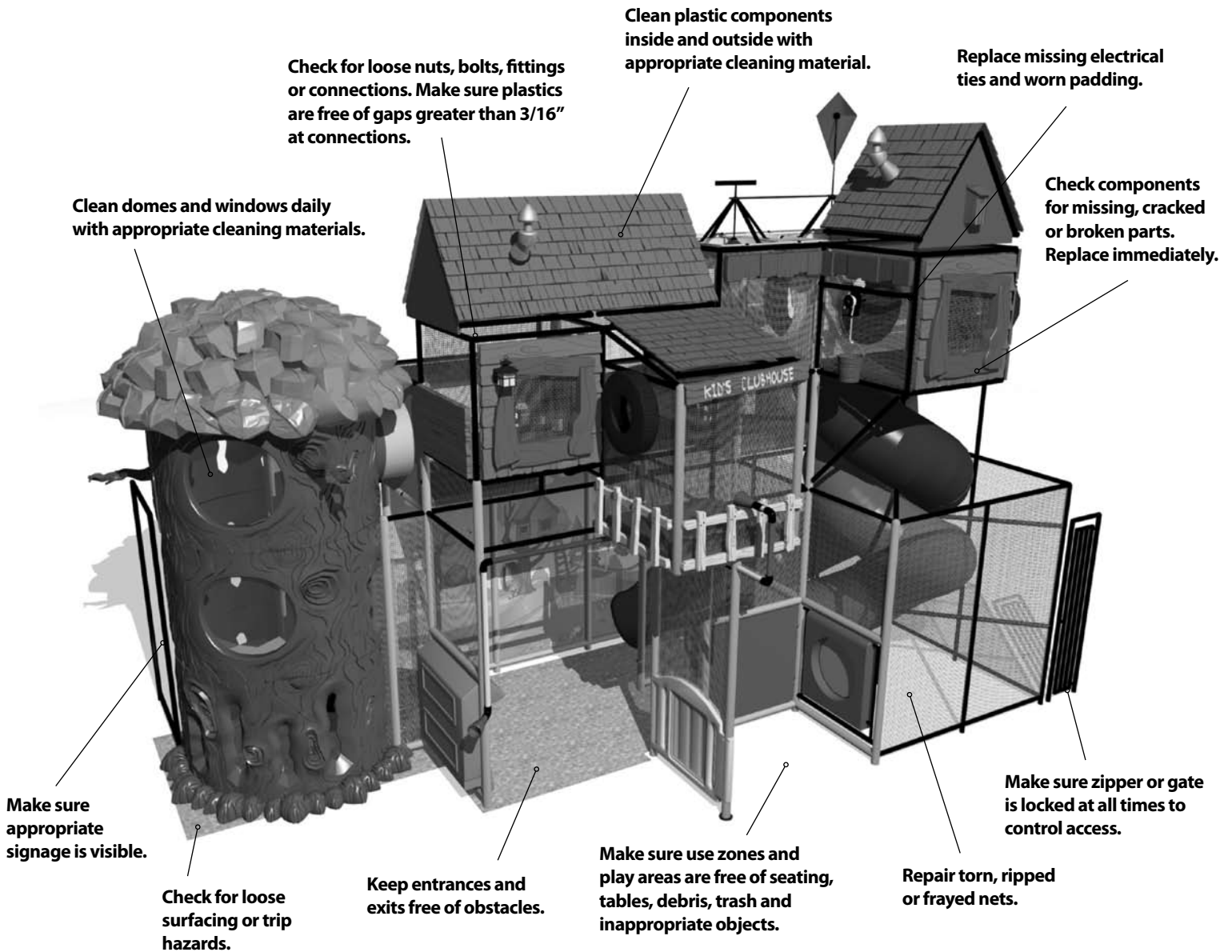
Soft Play recommends that all staff, including managers and employees who will be involved with Contained Playground Equipment operations, read the entire Owner's Manual, in conjunction with your company's internal training and operations manuals, prior to initial operation of your playground. With the aid of such manuals, combined with your own experience specific to your site, the owner/operator and its managers and employees should draft and employ site-specific manuals, policies and procedures for the operation and maintenance of the playground. You should take into account issues such as patron traffic, average and peak usage of the play area, types of users, types of use, staffing requirements, birthday parties, etc. when establishing an operations manual.

Basics of Your Play System

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■ Soft Play, L.L.C.® Play System

Below is a representation of a typical Soft Play Play System with many feature items found on most play systems. Please note the highlighted areas and refer to the Cleaning and Maintenance Guidelines found in this manual.



“The owner or operator is responsible for maintenance of SCPE (Soft Contained Play Equipment). This includes cleaning, inspection and repair of the equipment and support structure. Routine maintenance is important to ensure the safety of the equipment.”

- CPSC Release #96-081 dated March 20, 1996

■ Common Components

This section is designed to help identify the various components of your Contained Playground Equipment. You may not have all the components shown on the following pages, but knowing your system and understanding the components provided will help you save time during inspection, maintenance and parts requests. A brief description is also provided which will help you understand the function and proper use of various elements of the playground. The following pages contain a partial list of Soft Play Contained Playground Equipment components.

Your play system may also feature additional components that are not listed here. Contact Soft Play, L.L.C. Customer Service for more information if you have a question about componentry not listed.

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Police Car



Soft Play Race Car



Roadster



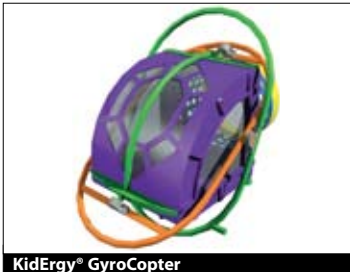
KidErgy® Bulldozer



KidErgy® Fire Truck



KidErgy® Cobra Copter



KidErgy® GyroCopter



KidErgy® Bank & Roll Jet Blaster



Jump Pod



KidErgy® Radar Receptor



Kid Conveyor



KidErgy® Kid Scrambler



Criss Cross



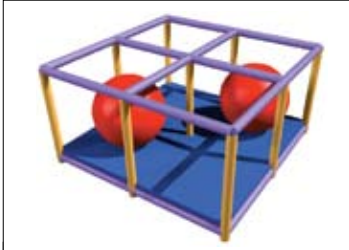
KidErgy® Baja Bounce



Cargo Climb

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Ball Room



Dumpty Humpty



KidErgy® BatBox Aviator



Kleen Machine



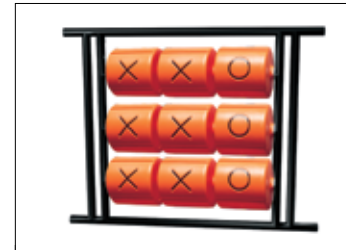
KidErgy® Teeter Todder Tube



KidErgy® Satellite Communicator



Ball Popper Activity Panel



Tic-Tac-Toe Activity Panel



KidErgy® Checkered Flags



Rock Panels



Wobble Hopper



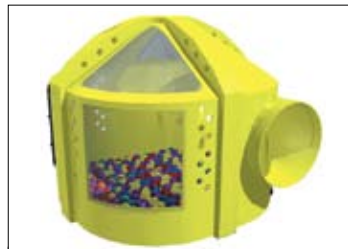
Boulder Dash



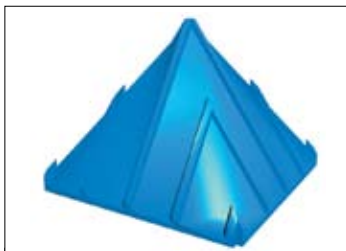
Fun Forest



Ball Pool



PlayBay - BallTank



Pyramid Top

Basics of Your Play System

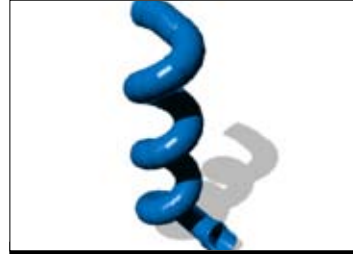
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Spiral Slides - 6', 7', 8', 10', 11', 12'



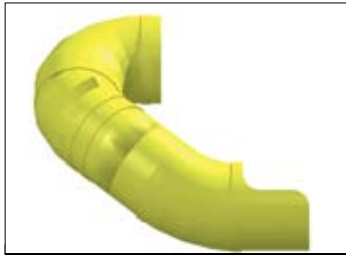
Loose Spiral Slides - 8', 12'



Mega Slides - 16', 20', 24', 30'



Straight Slides - 2', 4', 7', 8', 12', 19'



J-Slides - 2', 4', 6'



L-Slides - 4', 6', 7'



Triple Super Slide



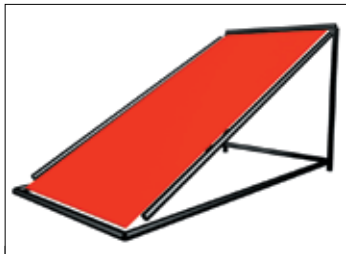
12' Twister Slide



12' Super Slide



Arched Sun Covers



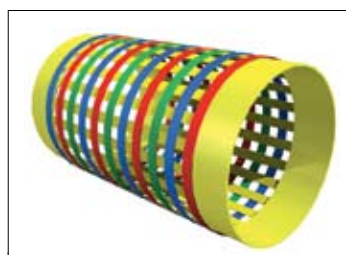
Grid System Sun Covers



Lighthouse Lookout Dome



V-Rope Bridge



Web Crawl



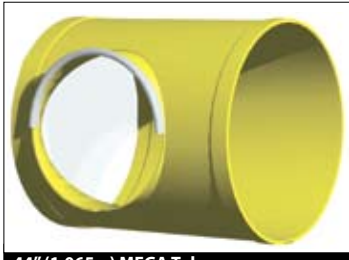
PlayPod - BallPod



Mega Maze

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44" (1.065m) MEGA Tube



Elbows - 30°, 45°, 90°



Sneaker Keeper®



T-Tubes



Clear Tubes - Full & Half



Straight Tubes



Quarter Round Junction



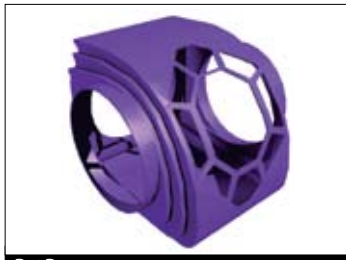
View Pod



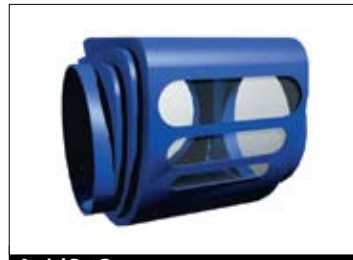
Control Center



Junction Box



Bat Box



Aerial Bat Box



Observation Ball



Junction Balls - 90°, 180°



Catapult Panels



Flag

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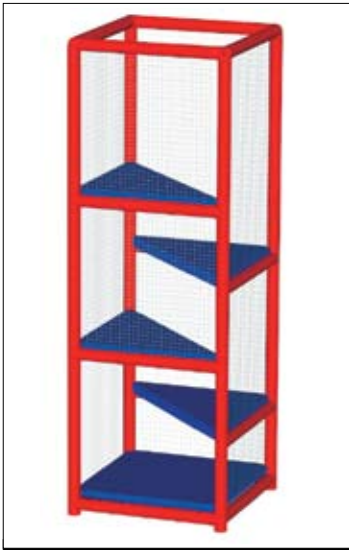
ADA Level 2 Spiral Climb



44" (1.065m) Elevator Climb



Tree Climb



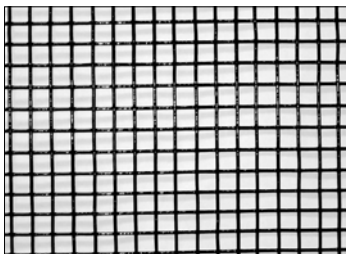
Vertical PlayMaze Climb



Bat Box Climb/Entrance



ADA Transfer Platform



Tuff Net



Heavy Net Nylon Netting



DuraNet™ Vinyl-Dipped Steel Netting



No-Climb Nylon Netting

■ Play Environment

Soft Play designs every Play System to provide a safe and enjoyable play environment for your customers. According to a report published by the Consumer Product Safety Commission (CPSC), “...properly supervised and maintained soft contained play equipment is a safe alternative to traditional playgrounds.” In addition, a well-maintained Play System looks better, lasts longer, and pleases quality-conscious customers.

MAINTAINING THE OPTIMAL PLAY ENVIRONMENT DEPENDS ON:

- a). Implementing a regular, properly conducted and documented inspection and maintenance program.
- b). Staff trained to spot and immediately correct any situation that could compromise the proper function of your Play System (See Section 2, Page 13 for more information).

■ Age Appropriateness and Physical Ability

Soft Play Play Systems are designed in accordance with ASTM F 1918-04, for children in the “fifth (5th) percentile two-year old to the 95th percentile twelve year old.” However, Soft Play recommends providing a separate toddler area for children three years old and under to prevent injuries that could arise from older children playing in the same area as toddlers. All children, and especially toddlers, should be supervised at all times while playing in or around play system. While the Play System is intended for children of average ability, children with disabilities or limited mental capacity may require additional adult supervision and assistance. In most environments, children over the age of 12 should not be permitted to use the playground equipment, unless otherwise intended (such as a family entertainment environment that encourages adults and children to use the Play System together). Contact Soft Play for more information.

■ Soft Play, L.L.C. Warranty Information

Your Soft Play Play System is designed and manufactured to the highest quality standards. If properly used, monitored, and well-maintained, it will provide years of enjoyment for your youngest customers as well as serve as a positive attraction for their parents. We ask that you carefully review your Purchase Agreement for warranty information. If you have specific questions about your warranty, please contact Soft Play Customer Service at 800.782.2936 or 704.875.6550.

■ Safety Surfacing Warranty Information

The Safety Surfacing is warranted per your contract and/or Purchase Agreement. This is a limited warranty and includes only the repair and/or replacement of any defective material or workmanship that arises during the warranty period. There is no obligation or responsibility to repair and/or replace the Safety Surfacing if damaged by vandalism, product misuse, abuse or alteration, improper drainage, improper or lack of maintenance, use or introduction of harmful chemicals or substances, normal wear and tear, damage from sharp objects, or acts of nature. Any unauthorized alteration of the Safety Surfacing shall terminate all warranties.

Basics of Your Play System

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■ Instructional Signage

Having appropriate signage is an important safety precaution. It is vital to make sure that auxiliary exits are clearly marked and other informational signage is strategically located where it will be seen. Your normal inspection and maintenance activities should include keeping all such signage clean, visible and unobstructed. Post clearly visible informational signage in your facility that communicates capacity levels, age levels, height restrictions and playground hours. Train your staff to fully enforce these policies for the protection and safety of the play area.

Soft Play offers the following signs for your play area:



NOTE: The signs shown above do NOT represent all the signage offered by Soft Play. Your playground may have additional signs. Soft Play also offers a variety of customer-specific signage. Contact Soft Play Customer Service for more information, 800.782.2936 or 707.875.6550. *Signs shown are for illustrative purposes only. May not represent actual sign.*

“It is the responsibility of the owner/operator that the exit signs and chevron arrows shall be permanently affixed, plainly visible, and illuminated upon exiting the equipment. Each exit sign and chevron arrow shall be pointing toward an exit from the building.”

-ASTM F1918-04

Operating a Safe Play Environment

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■ Playground Safety Summary

Soft Play, L.L.C. is dedicated to offering our customers safe playgrounds that are designed and manufactured in accordance with the highest industry standards and safety guidelines. Soft Play, L.L.C. has taken an active role in both developing and adhering to the American Society for Testing and Materials (ASTM) Standard Safety Performance Specification for Soft Contained Play Equipment F1918-04

■ Operation Guidelines

Operating and offering a safe play environment for your customers takes dedication and a commitment to safety. There are several critical factors to employ in the operation of your play system:

- A well-maintained and clean play system;
- A well-trained staff that is knowledgeable about current contained playground safety guidelines, playgrounds rules and regular playground maintenance;
- A diligent staff that enforces the rules and guidelines for the play area;
- A supervised play environment;
- Appropriate Safety Surfacing;
- A daily, weekly and monthly cleaning & inspection program that is strictly adhered to;
- A commitment to take immediate corrective action when needed; and
- Proper display of signage.

■ Local Regulations

Soft Play has outlined several factors critical to making your play area safe. We also recommend checking state and local laws, regulations and codes that may pertain to operating your play area. Soft Play, L.L.C. is not responsible for compliance with local regulations and codes, as it is the operator's responsibility to ensure compliance.

Operating a Safe Play Environment

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■ Play System Rules

It is important that all employees are fully aware of your Play System rules so that they may be enforced. At a minimum, Soft Play recommends posting the following rules and cautionary statements. Contact Soft Play for more information on Play System signage.

Children must be supervised by a parent or adult at all times in the play area.

Play equipment is designed for children ages 3-12. Adults should use caution when using the play equipment. Do not place children on laps when sliding.

Please remove shoes, loose articles of clothing and jewelry. Place shoes in Sneaker Keeper® before using the play equipment.

Socks must be worn at all times.

Slide one at a time in a forward seated position, feet first. Please no climbing on or up the slides.

Please no climbing or standing on the outside of the play equipment.

Please no running.

Please no food, gum or drinks in the play equipment.

Please do not bring toys or other items into the play equipment.

Please do not play if the play equipment is wet.

Caution, outdoor play equipment may become HOT enough to burn skin. Parents and supervisors should check the temperature before allowing children to play.

NOTIFY MANAGEMENT OF ANY PROBLEMS OR CONCERNS

■ Staff Training and Responsibilities

It is critical that your staff is properly trained as to the appropriate rules, guidelines, cleaning and maintenance requirements, and operational procedures of your Contained Play System Equipment, and the play area in which it is located. It is important that every staff member understands and enforces the play area rules. It is equally important that your staff is trained to spot and immediately correct any situation that could compromise the proper function of your Play System. Staff should be proactive when it comes to finding and correcting maintenance issues before they become problems, and they should be able to identify and order replacement parts. Finally, employees should document inspection and maintenance actions.

■ Safety Surfacing

Another critical element to providing a safe play environment is installing high-quality, impact absorbing surfacing that complies with ASTM F1292-04, Standard Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment. Safety surfacing is designed to reduce the occurrence and severity of head injury by absorbing shock and impact during a fall. Surfacing must be provided in areas, use zones and slide use zones immediately adjacent to all accessible parts of the SCPE, as specified in ASTM F1918, Section 9. Dimensions, configuration and fall heights of use zones are defined in ASTM F1918, 9.2-9.5.

- A minimum of five (5) feet (1.52 meters) is recommended around all entrances and exits of contained play equipment.
- A minimum of six (6) feet (1.83 meters) is recommended around all other pieces of play equipment that are not part of the contained play equipment.

Do not place anything in the use zone that could cause injury if the child should fall, trip or be pushed.

SOFT PLAY RECOMMENDED SAFETY SURFACING TYPES

Poured-in-Place Surfacing: This rubber surfacing is a combination of recycled tire rubber and colored synthetic rubber mixed with polyurethane resin to bind the materials. Poured-in-Place is mixed on site and trowelled directly onto the playground area in the use zones. The recycled tire rubber is spread out first, providing a foundation and cushion layer. The colored rubber is then trowelled on, allowing for a decorative top coat. The material cures to form a unitary surface. Poured-in-Place surfacing comes in a wide variety of color options and can be customized with a variety of graphics and details.

Prefabricated Tile Surfacing: Tile surfacing is made out of vulcanized rubber or rubber crumb and polyurethane binder, cured and ready-to-use in interlocking tiles. The tiles must be cut to the specifications of your playground equipment. Tiles can be laid out and positioned in accordance with specifications.

SAFETY SURFACING WARNINGS

- Surfacing temperatures can become hot enough during periods of extreme heat to cause thermal burns to skin. Soft Play recommends that outdoor play area be closed during periods of extreme heat.
- Socks should be worn at ALL times.
- Objects that can puncture or tear the safety surfacing should not be worn or used. Examples include high heel shoes, athletic spikes, and ladders.

■ Alteration of Play System and/or Equipment

Soft Play's Play Systems and Equipment are generally designed and manufactured to adhere to the ASTM Standards for Soft Contained Play Equipment, the ADA, and to safe practices within the industry. Your specific Play System was carefully designed and configured to be compliant with such standards, laws and practices as well. Any unauthorized alteration of the Play System, its configuration, or any of its components will likely cause the altered item to become non-compliant, and therefore, unsafe. Likewise, any unauthorized change to, adaptation of, or reconfiguration of the Play System (including, without limitation, attachment to a non-Soft Play system or component), will cause the system or component to become unsafe. For these reasons, Soft Play strictly prohibits the unauthorized alteration of, change to, adaptation of, reconfiguration of, or attachment of your Soft Play Play System, its configuration or any of its components. Soft Play is not responsible for any injuries arising out of any such unauthorized action.

■ The Weather and The Elements

If your play system is located outdoors, weather is an important factor in the safety and upkeep of your playground.

- Water can collect in some areas of the play system. The system should be cleaned and dried before opening it to the public. Neglected playgrounds that collect water can be UNSAFE and UNSANITARY.
- Playground surfaces and safety surfacing exposed to sunlight can become hot enough to burn skin. Playground signage should identify this hazard and warn parents/supervisors to check play area surface temperatures before allowing children to play. Soft Play recommends that outdoor play area be closed during periods of extreme heat.
- Plastics exposed to direct sunlight may fade over time. Contact Soft Play to determine how a Service Contractor can apply additional UV-protective waxes and coatings to help prolong the colors of the Play System equipment.
- In cases of rain or other potentially hazardous weather conditions, be sure to evacuate and close the Play System. The Play System should always be inspected for damage after hazardous weather conditions.

If your Play System is located in a coastal environment, take extra precautions to check fittings, pipes and hardware regularly for premature rusting due to extreme saltwater exposure. When areas of rusting are located, remove all loose rust and re-seal the area with a rust-inhibiting paint. If the rust-inhibitive paint is UV-sensitive it must be top-coated with a UV-stabilized paint. Contact Soft Play Customer Service at 800.782.2936 or 704.875.6550 for further details.

■ Regular Inspections, Cleaning and Maintenance

Regular inspection, cleaning and maintenance programs are an important part of operating a safe play environment. It is YOUR RESPONSIBILITY to implement such programs for your Play System Equipment and the overall play area, and to be diligent in enforcing such programs with your staff. Soft Play recommends adding site-specific inspection, cleaning and maintenance programs to your overall Operations and Maintenance Manual. In the following chapter, Soft Play outlines inspection, cleaning and maintenance guidelines. Feel free to copy and incorporate these guidelines into your formal Operations Manual.

■ Spotting and Preventing Misuse

PLAYGROUND MISUSE

Perhaps the most significant threat to the function of your Play System, and to the safety of its users, is misuse. Soft Play equipment is intended for use in a monitored play environment, where children are supervised by a responsible adult. The CPSC concurs that adult supervision is critical to ensure that children are in the age-appropriate areas, are using the equipment properly, and are within their physical abilities. Proper monitoring by employees should reduce instances of misuse. To prevent misuse of your Play System, employees should be trained in the proper use of all Play System components, and instructed to intervene and stop instances of Play System misuse.

PREVENTING MISUSE

- Monitor the number of children playing in the System and evaluate the intensity of play. Overcrowding encourages misuse and abuse.
- Train personnel on rules for your play system including proper use, maximum number of children playing at one time, maintenance and inspection schedules, and general upkeep of equipment.
- Intervene and stop misuse of equipment immediately.
- Children should remove shoes and wear socks before playing in equipment.
- Maintain Rules and Safety Precautions.
- Prevent climbing on the outside of the Play System components or on structural elements.
- Remove children playing in the System without adult supervision.
- Do not allow children to bring foreign objects such as food, drink, toys or other materials into the play system.
- Post and maintain appropriate play area signage outlining Play System rules.

Operating a Safe Play Environment

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■ Corrective Action

Corrective Action should be taken when, among other things, you encounter:

- Children playing in the system without socks on their feet.
- Foreign materials and inappropriate objects (including food or drink) in the Play System.
- Children climbing on the outside of the Play System equipment structure, or children that may have gained access to the inaccessible areas.
- Children playing or lingering in front of slide exits.
- Children re-entering or climbing up slides.
- Children in the Play System wearing helmets, loose necklaces, or clothing with drawstrings, loose cords, or hoods, or any other items that may cause entanglement or head entrapment.
- Use of the Playground Equipment by over- or under-aged (or sized) persons.
- Children playing in the system without adult supervision.
- Components removed from originally installed positions.
- System occupancy exceeding the recommended safe capacity for your Play System or building.
- Loose or missing bolts.
- Torn or frayed netting or webbing.
- Torn floor surfacing or mats.
- Exposed threads.
- Loose or broken parts.
- Pinch Points.
- Sharp or rough edges.
- Chipped, cracked, cut or missing parts.
- Dirt or other inappropriate objects in or around the Play System.
- Misuse of the Play System.
- Foreign objects present in the use zone(s).

If any such problems are encountered, the Play System should be closed or the problem area cordoned off until all necessary repairs, replacements and appropriate remedial measures are completed.

Operating a Safe Play Environment

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■ Inaccessible Areas of the Play System

Your play system most likely has an area(s) that is intended to be inaccessible by the general public, and especially by children. It is imperative that entrances to such inaccessible areas remain locked and secure at all times, thus preventing children from getting behind, under or crawling on top of the Play System equipment or any of its components. IT IS THE OWNER/OPERATOR'S RESPONSIBILITY TO MAKE SURE THESE AREAS REMAIN INACCESSIBLE.

■ Barriers to Prevent Climbing

Soft Play offers the following types of barriers to prevent access to the inaccessible areas of the play system:

- Mesh and/or graphic panels;
- Barrier walls & locked access gates;
- Rototionally molded, single and double wall plastic panels;
- Fabric No-Climb Netting; and
- Tuff Net® Climb Resistant Netting

Barriers are necessary and integral parts of any contained playground system. Barriers are intended to prevent both deliberate and inadvertent access to areas intended to be “inaccessible”, areas deemed to be unsafe, and areas designated for “Authorized Personnel Only.” Soft Play recommends Fabric No-Climb or Tuff Net® netting on the perimeter of the Play System below 84 inches (213.36cm) to prevent climbing and access to the inaccessible areas. If you have questions about the inaccessible area, please contact Soft Play Customer Service.

As a standard practice, climb resistant netting such as No-Climb or Tuff Net® is specified on all units under 84 inches (213.36cm). Fabric No-Climb and Tuff Net® netting are also primarily used on the perimeter of the play system wherever access gates and plastic molded panels are not employed. Using climb-resistant netting allows for visibility while preventing children from climbing the unit and gaining access to inaccessible areas.

Should your play system currently contain box netting or other non “climb resistant” netting on the perimeter of the play system under 84 inches (213.36cm), Soft Play strongly recommends that you replace such netting or material with Fabric No-Climb or Tuff Net® climb-resistant netting.

For more information, contact Customer Service at 800.782.2936 or 704.875.6550.

Operating a Safe Play Environment

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■ Control Access to the Play System

Access to the Play System should be denied when:

- The facility is closed.
- Maintenance or repair is being performed.
- Problems or hazards are identified at any time.
- Any section or component of the Play System Equipment requires maintenance, repair, and/or replacement.
- A user does not meet the size and/or age usage recommendations.
- Weather conditions such as rain, electrical storms, or periods of extreme heat make it unsafe to use the Play System.

NOTE: Soft Play also recommends that you develop an emergency action plan for the occurrence of injury or other emergencies.

■ Summary of Operating a Safe Play Environment

Operating a safe play environment requires a commitment from management and staff. It is a critical factor in attracting and keeping customers happy and safe with the play area that you provide. Understanding the staff responsibilities, play area rules, and being able to spot and prevent misuse and abuse provides a strong foundation for providing a safe play environment. Just as important are the cleaning and inspection procedures outlined in the next chapter.

IF YOU HAVE ANY QUESTIONS OR WOULD LIKE MORE INFORMATION ABOUT OPERATING A SAFE PLAY ENVIRONMENT, PLEASE CONTACT SOFT PLAY CUSTOMER SERVICE AT 800.782.2936 OR 704.875.6550

Operating a Safe Play Environment

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■ A.S.T.M. Definitions and Information

The American Society for Testing and Materials created standard F1918, which outlines Standard Safety Performance Specifications for Soft Contained Play Equipment. The intention of this standard is to reduce the potential for life threatening and debilitating injuries. Soft Play, L.L.C. followed these guidelines in manufacturing your play system. Many terms used throughout this manual are defined in ASTM F1918. We've included several of these definitions for your information.

THE FOLLOWING TERMS ARE REFERRED TO REPEATEDLY THROUGHOUT THIS OWNER'S MANUAL, AND ARE IMPORTANT TO UNDERSTAND AND KNOW ABOUT YOUR PLAY SYSTEM. TERMS ARE DEFINED AND/OR ADDRESSED BY ASTM F1918 PERTAINING TO SOFT CONTAINED PLAYGROUND EQUIPMENT (SCPE). PLEASE REFER TO ASTM F1918 FOR ADDITIONAL DEFINITIONS AND STANDARDS PERTAINING TO SCPE.

Accessible: Relating to part or portions of the play system that are either (1) capable of being contacted by any body part, or (2) usable by persons with disabilities.

Climber: Any component designed with the purpose of ascending or descending transition.

Component: A part of the play system or any portion thereof that encourages specific activity and does not stand alone.

Designated play surface: Any elevated surface for standing, walking, sitting or climbing; or any flat surface greater than 2.0" (51mm) wide having less than a 30° angle from horizontal.

Emergency access/egress pathway: A clear and unencumbered path that leads directly into or out of the play equipment in a continuous manner.

Entrapment: Entrapments are angles or openings that could entrap or ensnare any part of a child's body and prevent the child from getting free. For equipment, openings and spacing should be larger than 9 inches (22.9 cm) or smaller than 3.5 inches (8.9

cm). For fencing materials, keep openings and spacing smaller than 4 inches (10.2cm). Common entrapments to look out for may include the following:

- Fencing
- Equipment structural supports
- Areas under the equipment
- Spacing between equipment

Entanglement Hazard: Entanglement hazards are situations in which a child's clothes or something around a child's neck could become caught or entwined on a component of a play system or in a gap or spacing created between two adjacent components. Entanglement hazards are of particular concern whenever the play equipment involves motion such as sliding, or when the equipment is in close proximity to other equipment and the child can unintentionally become entangled between the two. Play areas should be free of entanglement hazards. (See Section 6.5 in ASTM F1918-04)

Fall height: The vertical distance between a designated play surface and the protective surfacing beneath it.

Operating a Safe Play Environment

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Impact attenuation: The ability of a surface system to reduce and dissipate the energy of an impacting body.

Non-use zone: Locked or secured area around or underneath the play system where unauthorized access is not allowed.

Preventative maintenance: A planned program of inspections and maintenance intended to keep equipment functioning properly and forestall equipment failures.

Protective Barrier: An enclosing device that is intended to prevent both inadvertent and deliberate attempts to pass through the device (such as barrier gates and walls).

Pinch, Crush and Shearing Points: These are areas that can cause unintentional compression (such as crushed or pinched fingers) between the equipment and a body part or between the surface and a body part. Such areas should be restricted and inaccessible to customers. Common areas of concern may include moving, swinging equipment and component connection points. Make sure your play area is free of pinch, crush and shearing points.

Protrusions and Projections: Protrusions are any extensions that could unintentionally contact a child in the play unit. All items in the play unit should be free of protrusions that could cause a potential injury. Common protrusions may include, but not be limited to, the following:

- Protruding handles
- Unpadded edges
- Structural supports
- Exposed nuts/bolts
- Sharp points
- Sharp edges

Projection: A condition that, due to its physical nature, must be tested to requirements of ASTM F1918 to determine whether it is a protrusion or an entanglement hazard or both.

Protrusion: A projection which, when tested in accordance with the requirements of ASTM F1918, is found to be a hazard having the potential to cause serious bodily injury to a user who impacts it.

Sharps Points, Corners, Edges: There should be no sharp points, sharp corners or sharp edges on any playground equipment that could cause a potential injury.

Slide Use Zone: The area immediately adjacent to accessible parts of the slide that is designated for circulation and on the surface of which a user would land when falling from or exiting the slide.

Soft Contained Play Equipment: A play structure made up of one or more components where the user enters a fully enclosed play environment that uses pliable material(s) such as plastic, netting or fabric.

Trip Hazards: All anchoring devices on the play equipment should be installed below the play surface to eliminate trip hazards. Any and all trip hazards should be removed from a play area.

Use Zone: The area immediately adjacent to all external areas of the SCPE that is designated for circulation and on the surface of which a user would land when falling from or exiting the equipment. Use zones should include safety surfacing with sufficient room for children to play without obstructions. Use zones should be maintained around and between all entrances, all exits, slide exits, and the radius around play equipment and play structures. Tables and chairs must not be located in the use zone.

Inspecting, Cleaning and Maintenance

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■ General Information

We cannot overstate how important it is to inspect, clean, and maintain your Play System Equipment. You have made a significant investment and **proper inspection, cleaning and maintenance are now your full responsibility**. As stated earlier, this responsibility is documented by ASTM and CPSC.

Your customers will recognize and appreciate the condition of your facility if you keep the Play System area clean and well maintained. In addition, the regular program you establish will greatly extend the life of your equipment.

Your operations standards and common sense dictate the frequency of cleaning Play System Equipment. Remember, the appearance of a clean, well-maintained play environment will appeal to all of your customers and other visitors. For recommended cleaning solutions and procedures, see Appendices A - F.

If any damage or potential hazards are detected, immediately close the Play System until such conditions have been corrected. Document your activities on the Inspection & Cleaning Checklists. Employees should become particularly familiar with those sections in this Owner's Manual addressing Components, Replacement Parts, and Repairs. Such illustrated guides will help them better identify problems that may be easily repaired. The guides will also make parts ordering easier and help to assure timely and accurate delivery from our Customer Service Department.

A regular Play System Inspection Schedule should be established based upon the use and environmental factors of your Play System. Inspection frequency may vary based upon the intensity of play, ages of the users, number of children playing, amount of adult supervision, etc. The most important element of a successful inspection and maintenance program is attitude. You and your staff must understand the importance of properly maintaining the Play System Equipment. **A sound preventative maintenance program will reduce accidents in the Play System and play area.**

The staff person responsible for inspecting the Play System should:

- Be properly trained to identify hazardous conditions.
- Crawl through the Play System BEFORE OPENING EACH DAY to inspect for debris, loose fasteners, hazardous conditions, etc. All debris and litter should be removed on a daily basis. Soft Play also recommends crawl-through inspections of the Play System before and after events and other gatherings.
- Inspect the Play System equipment on regularly scheduled basis.
- Check your Play System Equipment for hazardous conditions. Equipment should be inspected for items such as loose or protruding bolts, missing hardware, damaged equipment, broken parts, tears, etc.

TIP: Photocopy and use the inspection and cleaning checklists in the back of this book. Keep your completed checklists for your records.

■ General Cleaning Guidelines and Recommendations

Common sense, usage and the environment dictate the frequency of required cleaning of your Play System. Soft Play recommends the following cleaning guidelines² as discussed below. For detailed information, refer to Appendices A - F, which outline cleaning instructions for your Play System equipment. At a minimum, Soft Play recommends cleaning the Play System daily. For more thorough cleaning, we also recommend contacting a professional service company that specializes in cleaning and sanitizing soft contained play systems. Contact Soft Play Customer Service for more information at 800.782.2936 or 704.875.6550.

■ Daily Inspections and Daily Cleaning Overview

In general, any soiled areas should be spot-cleaned throughout the day. Cleaning frequency will vary according to several factors, including, without limitation, playground location, amount of use, and monitoring effectiveness. All equipment used by toddlers, including ball pool(s) and balls, should be spot cleaned throughout the day on an as-needed basis. Spot cleaning should be followed by a complete cleaning after closing each day. For more detailed information about cleaning specific components, see “Cleaning Guidelines” in Appendix A.

During daily inspection and cleaning, be sure to crawl through the entire Play System. Use the following checklist as a guideline to inspect the play system. Please remember these checklists serve as a GUIDE only, and are not exhaustive of the cleaning and maintenance that may be necessary for your site based on volume, usage and environment.

■ Daily Cleaning

Before opening your play system each day, crawl through and inspect the Play System for debris or other items that do not belong in the equipment or play area. Any soiled areas should be spot-cleaned throughout the day. Cleaning frequency will vary according to several factors including, without limitation, Play System location, amount of use, and monitoring effectiveness.

All equipment used should be spot-cleaned throughout the day. Spot cleaning necessity is determined by crawling through the unit. In addition, a unit crawl-through should occur at the close of each business day for inspection and cleaning purposes, and the Play System should be completely cleaned. Note: In addition, all Play System Equipment should be inspected daily, prior to opening, as well as before and after special events, birthday parties, etc. For more detailed information about cleaning specific components, see “Cleaning Guidelines” in Appendix A.

2: Reference - American Public Health Association: National Health & Safety Performance Standards: Guidelines for Out-of-Home Childcare Programs.

Inspecting, Cleaning and Maintenance

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■ Daily Inspections and Daily Cleaning Overview

Below is a Daily Inspections and Daily Cleaning Checklist. When making your inspections, please refer to this sheet to prevent overlooking any items during inspection.

- Remove any inappropriate objects or food in, around, or near the Play System Equipment that may obstruct clearances. For instance, remove cleaning tools left on the floor near access areas. Be sure to check inside the unit also.
- Make sure there are no loose or missing hardware including, but not limited to, nuts, bolts, rivets or protective cap nuts. Pay special attention to components that are subject to vibration or movement such as a slide.
- Make sure there are no signs of damage or vandalism.
- Make sure there are no broken or missing windows or other polycarbonate (clear plastic) items.
- Make sure that all netting is secure and intact with no holes.
- Make sure there are no missing pieces of post padding and/or plastic ties. Also make sure there are no exposed ends or sharp edges on the ties.
- Make sure all zippered entries, auxiliary access and gates are closed, locked and function properly.
- Make sure that inaccessible areas are locked and properly secured -- with entry available to site personnel only -- and that any keys are readily available to site personnel.
- If applicable, check pulley and tension of Bucket Kidergy on Clubhouse units to ensure that component is operating properly.
- Return misplaced balls to the ball pool.
- Make sure the Play System equipment is clean. Pay special attention to balls, handrails, stair treads, entrances, windows and other areas that are frequently touched.
- Make sure any mesh fabrics, webbing or vinyls are secure and free from tears. Be sure to check the ball pool liner, especially when the balls are removed.
- Make sure the ball pool entry curtain is secure and intact with no missing flaps.
- Make sure any Auxiliary Access Dome is operational, closed and locked. If equipped with an alarm system, check it for proper operation.
- Make sure steps inside tubes are secure and intact with no tears.
- Make sure that any electronic components are operational with no signs of loose wires or other damage. In addition, ensure that no wiring is accessible to Play System users.
- Make sure that any floor or component pads are intact, secured and properly located.
- Make sure that tube entry ring pads are intact and secure.
- Make sure there are no pinch points, sharp or rough edges or entanglements on or in the accessible areas of the Play System Equipment.

Inspecting, Cleaning and Maintenance

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■ Weekly Cleaning and Inspections

In addition to the daily inspection and cleaning of your Play System Equipment, we recommend that additional tasks be performed on a weekly basis. At least once a week, thoroughly clean and inspect the entire play unit. Items to be inspected and cleaned include, but are not limited to, all major components and moving components, windows and domes, junction box pads and other pads, vinyl items and plastic elements.

■ Weekly Cleaning and Inspections Overview

Below is a Weekly Cleaning and Inspections Checklist. When making your inspections, please refer to this sheet to prevent overlooking anything during the inspection.

- Check all hardware to make sure bolts are tightened, end caps are in place, and all hardware is securely in place. Make sure there is no missing hardware. If missing hardware is found, replace immediately.
- Make sure the support structure is secure with no missing hardware. Be sure to check floor-anchoring hardware. If necessary, lift covers to inspect.
- Make sure there are no cracks in plastic elements, windows and domes. Any cracked items should be reported and replaced immediately.
- Inspect vinyl pieces to make sure there are no rips, holes or tears. Monitor signs of wear and replace if necessary. Make sure that web stitching shows no sign of failure.
- Check safety surfacing for potential trip hazards.
- Check to ensure that the ball pool (if installed) is properly filled with balls. Maintaining proper ball level will decrease wear on the ball pool liner. Ball level should be to the point where the mesh and vinyl of the liner meet.
- Check and, if necessary, clean ventilation system. If your Play System is equipped with a ventilation fan(s), ensure fan is properly balanced to reduce noise. NOTE: This procedure should be performed only by a qualified technician. (See How to Inspect & Clean The Ventilation Fan section for further instructions)

TIP: Photocopy and use the inspection and cleaning checklists in the back of this book. Keep your completed checklists for your records.

■ Playground Maintenance

Maintaining your Play System Equipment to be in optimal condition is critical to the safety and success of your play area. Regular maintenance is to be expected and is important.

Regular maintenance includes replacement of certain parts from time to time such as post padding, netting, vinyl parts and replacement of balls. It also includes making sure nuts, bolts and other hardware is intact, tightened and in good condition. Windows and domes should be free of any gaps; if cracked or broken, windows and domes should be replaced immediately. Steps should be fastened to the unit and should be free of loose tread and debris.

Necessary maintenance should be identified during regular inspections (which is part of the reason it's so important for your staff to know and be able to identify playground parts). The Soft Play Aftermarket Parts Catalog identifies Common Replacement Parts and an Order Form has been provided for you in the back. If you prefer to leave maintenance up to an outside service company, contact Soft Play for more information on maintenance and cleaning companies specializing in soft contained playground equipment in your area.

■ Periodic "Tune Up"

The procedures outlined in this manual will, in most cases, ensure that your Play System Equipment remains clean and attractive. There may be instances when maintenance by a professional technician is warranted. For assistance at such times, contact Soft Play Customer Service.

■ Monthly, Quarterly and Annual Inspections

Many customers have implemented monthly, quarterly and even annual inspections performed by either management and/or outside firms. Regular, documented inspections enable management to keep on top of playground maintenance and prevent costly, unexpected repairs. Contact Soft Play Customer Service if you would like more information about outside companies that perform regular inspections, maintenance and cleaning programs. Soft Play recommends implementing these inspections to complement your daily and weekly inspection, cleaning and maintenance regimen.

TIP: Photocopy and use the inspection and cleaning checklists in the back of this book. Keep your completed checklists for your records.

■ Electrical Components

If your Play System has electrically operated components, make sure all employees know where those components' start/stop switch and/or breaker box are located, and that employees are able to shut down the power if necessary. Make sure all electrical access is out of reach of Play System users. In addition, make sure that any high voltage electrical wiring is not directly attached to the Play System Equipment frame.

■ Static Electricity

What is Static Electricity? Static electricity is generated by the materials in clothing rubbing across the surface of plastic. This is a result of simple physics. It always occurs, but it is worse when humidity is low, which prevents the charge from dissipating into the air. The intensity of the charge depends on three factors:

- a) the relative humidity,
- b) any substances coating the surface, and
- c) the energy of the rubbing.

Your primary area for static buildup will be the slide. To minimize the potential for a strong charge:

- Humidify the air. (This allows the charge to dissipate into the air.)
- Coat the plastic with a material to absorb moisture from the air. (This will allow the charge to flow back into the plastic.)

The recommended material for coating the plastic components is a hypoallergenic liquid fabric softener, diluted with water, dispensed from a spray bottle. Other possibilities are rubbing with a hypoallergenic fabric softener dryer sheet or using an anti-static spray. The diluted liquid fabric softener is probably the most cost-effective method. The coating will wear off in time and will need to be reapplied, especially inside the slide tubes. The time between applications will vary with usage of the unit. Grounding the unit or using insulated hardware will not help. The frame of the unit is already well-grounded. The plastic is a non-conducting material, so it cannot be grounded. Additional technical data is on file and available upon request.

■ Summary

Simple, routine inspection, cleaning and maintenance will result in a clean, attractive Play System, and extend the life of the equipment and reduce costly repairs. Soft Play stands ready to answer any question you may have regarding the Play System Equipment. Your Customer Service Representative is only a phone call away at 1.800.782.2936 or 704.875.6550. Call us:

- When any part is cracked, cut, torn or missing.
- When any component has a worn surface.
- When you are planning a retrofit of your equipment.
- Any time there is a question concerning maintenance.



■ Recommended Cleaners and Tools

Below is a short list of Do's and Don't when cleaning your play system.

■ Do's

Soap & Water:

Mild antibacterial dishwashing soap and warm water are recommended for daily and weekly cleaning. Use approximately 2 tablespoons to one gallon of water.

Soft Cloths

Clean, absorbent soft cotton cloths such as cloth diapers are best to use on domes, windows and plastics.

Soft Bristle Brush

Use clean, soft bristle brushes for cleaning ropes and web crawls, and removing dust and debris from plastics.

Disinfectant Spray

A mild, non-toxic disinfectant spray is recommended for disinfecting plastics.

Hand-held Vacuum Cleaner with crevice-reaching attachment

Use a hand-held vacuum, as it will serve as a valuable cleaning tool especially for those hard-to-reach areas.

WD40

Use WD40 to remove scuffmarks on plastic only. Wash and rinse the surface immediately after using WD40 to remove any WD40 residue.

■ Don'ts

Paper Towels

NEVER use paper towels on domes or windows. It will scratch and dull the windows.

WD40

NEVER use WD40 on domes or windows.

Degreaser

NEVER use DEGREASER on any plastics, domes or windows.

Harsh Chemicals

NEVER use harsh chemicals such as bleach, chlorine, fingernail polish remover, or other chemicals that may degrade or dull the plastics.



■ To Clean Plastics, Vinyls and Major Components

Remove any debris. Vacuum excess dust and dirt from play system with hand-held vacuum, when available. Use mild antibacterial soap, a soft cotton cloth and lukewarm water to clean plastics, domes, windows and vinyls. Be sure to wipe entire area clean. Use a clean, soft absorbent cotton cloth to wipe area dry. Hint: fill a clean plastic spray bottle with mild antibacterial soap and lukewarm water for easier application.

■ To Clean Junction Box Pads

Remove the Junction Box pads from the play system. Remove dirt and debris that has accumulated underneath Junction Box pads. Clean the junction box pads with a solution of non-toxic disinfecting soap and water and towel dry. Allow pads to dry completely before replacing.

■ To Clean Domes & Windows

Never use paper towels to clean domes or windows. Soft Play domes and windows are made of polycarbonate material that will scratch if wiped with materials containing wood fibers such as paper towels. Only use soft, absorbent cotton cloths and a solution of mild dish washing soap and lukewarm water to clean these areas of your Play System.

■ To Remove Spray Paint or Markers from Windows

Wet a soft, absorbent cotton cloth with mineral spirits and wipe off marks. Then use a general-purpose cleaner, such as a solution of mild dishwashing soap and lukewarm water, to clean off any mineral spirit residue.

■ To Remove Spray Paint or Markers from Vinyls

Apply ordinary hair spray and wipe off marks. Use a general purpose cleaner, such as a solution of mild dish washing soap and lukewarm water, to clean off any hair spray residue. Only use soft, absorbent cotton cloths and a solution of mild dish washing soap and lukewarm water to clean these areas of your Play System.

■ To Remove Scuff Marks from Plastics

Apply WD40 to a soft cotton cloth and wipe. Then use a general-purpose cleaner, such as a solution of mild dish washing soap and lukewarm water to clean off any residue. *Remember, do not use WD40 on windows or domes.*

NOTE: When using any cleaning product, be sure to follow the manufacturer's directions. If you have any questions about what to use, contact Soft Play Customer Representative by calling 1-800-782-2936 or 704-875-6550



■ To Remove Stains from Ropes and Webbing

Use a soft bristle brush and general-purpose cleaner, such as a solution of mild dish washing soap and lukewarm water to remove stains.

■ To Clean Tuff Net®

Tuff Net® may get dusty from time to time. To clean, use a soft bristle brush with mild dishwashing soap and water. Alternatively, use a hose to spray off excess dust.

■ To Clean Indoor-Only Toddler Panels and Components with Graphics

Use mild antibacterial soap, a soft cotton cloth and lukewarm water to clean toddler panels. Be sure to wipe entire area clean. Use a clean, soft absorbent cotton cloth to wipe area dry. Hint: fill a clean plastic spray bottle with mild antibacterial soap and lukewarm water for easier application. Solvent spirits may be used to clean greasy areas, pen, crayon or other problem areas. **DO NOT USE ABRASIVE CLEANERS.**

■ To Clean Grid Covers and Sun Covers

Use a soft bristle brush and mild soap solution to clean grid covers and sun covers.

■ To Clean Themeing Elements

To clean themeing elements such as Clubhouse window or fence panels, 3 dimensional custom themeing, graphic banners and signage. Use a soft bristle brush or sponge with mild soap and water. Rinse with clean water. Repeat as needed. **DO NOT USE ABRASIVE CLEANERS OR PETROLEUM BASED SOLVENTS.**

■ To Clean Electronic Elements

Turn off and disconnect from power source. Use a damp cloth only (do not spray cleaners or liquids) Wipe component down with a solution of mild soap and water. Rinse with damp cloth of clean water. When dry, reconnect to power source and turn power back on.

NOTE: When using any cleaning product, be sure to follow the manufacturer's directions. If you have any questions about what to use, contact Soft Play Customer Representative by calling 1-800-782-2936 or 704-875-6550



■ To Clean the Magic Ball Popper

Required Tools / Items:

- 5/32" hex key wrench
- Mild dishwashing detergent
- Soft, lint free, cotton cloth
- Silicone spray lubricant

Rotate the red paddle so that it points straight up and down. This will allow all of the balls to fall into the lower section of the component.

1. Using the 5/32" hex key wrench, remove the five screws holding the upper half window in place. Do not lose any of the screws or their washers. (Diagram 1)
2. Remove the upper half window. Clean both sides of it with window cleaner and set aside, being **careful not to scratch it**. (Diagram 2)
3. Remove the balls and clean them with mild dishwashing detergent. Set them aside.
4. Clean the inside of the Magic Ball Popper dome, both sides of the lower half window, and both sides of the red paddle with window cleaner. (Diagram 3)
5. With silicone spray, **lightly** coat the inside of the dome, both sides of the red paddle, the inside of the lower half window and both sides of the upper half window. Let this sit for a few minutes. **NOTE: ONLY USE THE SILICONE SPRAY IN A WELL-VENTILATED AREA. READ AND FOLLOW ALL SAFETY PRECAUTIONS ASSOCIATED WITH THE SILICONE SPRAY.**
6. Spray some silicone on a clean, soft, lint-free cloth. With this cloth, wipe all the balls until they are well coated.
7. With a soft, lint-free, cotton cloth, wipe the excess silicone off of the inside of the dome, both sides of the lower half window, both sides of the red paddle and both sides of the upper half window.

Put the cleaned balls back inside the Magic Ball Popper. Replace the upper half window in the original location and re-attach the five screws that held it in place.

CAUTION: Do not "over tighten" the screws or the window could crack. To avoid damage, turn screw and additional 1/2 revolution once washer becomes snug between screw and window

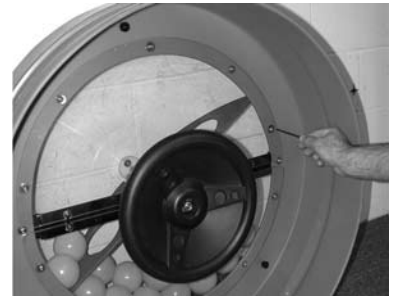


Diagram 1



Diagram 2



Diagram 3

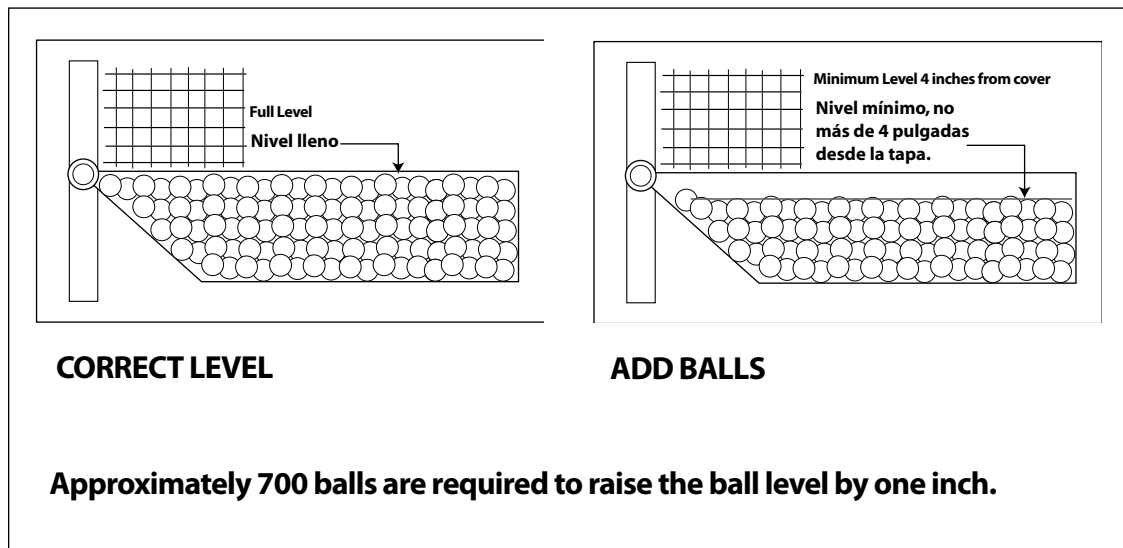


■ To Clean Ball Pools

Empty ball pool and check the liner for any cuts, tears or wear spots. (Repair small damages easily by ordering a Ball Pool Patch Kit from the Customer Service Department at Soft Play.) Wipe down the liner with non-toxic disinfecting soap and water and clean with damp towels. Spray with disinfectant. Rinse and dry completely before returning clean balls to ball pools.

■ To Clean Ball Pool Balls

Remove balls from the ball pool with a ball scoop and place them in a Soft Play Ball Bag. Take them outside and use a spray gun filled with non-toxic disinfecting soap and water to apply solution to the balls until they are thoroughly soaked. Let stand 10 minutes. Rinse the balls for at least five minutes with clean water and allow them to completely dry before replacing them in the ball pool. For maximum performance of your ball pool, clean weekly and make sure ball level is not lower than where the gray mesh of the bottom liner meets the colored vinyl at the top edge of the ball pool liner. See diagram below.



NOTE: When using any cleaning product, be sure to follow the manufacturer's directions. If you have any questions about what to use, contact Soft Play Customer Representative by calling 1-800-782-2936 or 704-875-6550



■ How to Inspect and Clean Ventilation Fans

Your Play System may be equipped with one or more ventilation fans. To ensure that the fan functions as designed, please follow the following maintenance tips:

- **CAUTION! Before performing any inspection or maintenance on ventilation fans, be sure the fan is unplugged.**
- Inspect the intake plate from inside the Play System on a daily basis and remove any foreign objects, dust or debris blocking the grill.
- Vacuum dust and debris from the inside of the fan unit.
- Inspect the filter on a monthly basis and replace as needed. If your fan assembly has an access door, follow procedure A below. If there is no access door, follow procedure B.

Ventilation Fan Inspection Procedures

Procedure A - Fan assembly with Access Door

- A. Locate the door to the fan housing and unlatch. At the rear of the housing you will see the filter suspended against the intake plate.
- B. Remove the filter, inspect for cleanliness and replace if needed.
- C. Once the filter is replaced and secured, check the position of the electrical feed cable, insuring that it is safely positioned away from the exposed side of the fan motor.
- D. Your inspection is complete. Close the fan door and secure the latch closed.

Procedure B - Fan Assembly WITHOUT Access Door

- A. From the outside of the Play System, remove the screws on the outside of the fan housing, closest to the exhaust grill, and gently slide the fan assembly out of the plastic tube housing until the restraint cable tightens and supports the assembly without operator assistance.
- B. Then, at the rear of the housing you will see the filter suspended against the intake plate. Remove the filter, inspect for cleanliness and replace if needed.
- C. Once the filter is replaced against the intake plate, return the fan assembly into the housing, insuring that the restraint cable is positioned away from the exposed side of the fan motor, or “squirrel cage”.
- D. Also, check the position of the electrical feed cable, insuring that it is safely positioned away from the exposed side of the fan motor.
- E. Next, replace the screws and tighten on the outside of the housing. The inspection procedure is now complete.



■ Safety Surfacing

Safety Surfacing is designed to cushion body impact in case of a fall. It is durable and resilient when utilized and maintained in the proper manner.

■ Safety Surfacing Cleaning and Maintenance

Use only a non-toxic liquid detergent and water solution to clean the surfacing. **DO NOT** use harsh chemicals, petroleum products, bleach, toxins, or acids. These materials, and others, can cause structural deterioration and/or discoloring.

The surfacing needs to be cleaned on a regular basis. The frequency can be affected by number of patrons, activities, and environment among other things. Daily sweeping with a soft nylon brush or vacuuming is suggested for light debris that is not ground in or food related. Outdoor surfacing can be hosed off.

At least weekly, the surfacing should be cleaned with soap and water. To wash the surface, use a non-toxic liquid detergent diluted in warm water. Apply the solution to small areas at a time and scrub with a soft nylon brush. Remove the liquid using a wet vacuum. Be sure to rinse. Always have liquid detergent and warm water available for emergencies and “for a quick clean up”.

Motorized surfacing cleaning equipment is available for purchase from a number of sources. Before buying one of these machines, be sure the seller knows and approves of your intended use on the safety surfacing. Damage caused by improper maintenance procedures or materials is not covered under warranty. For surfacing repairs, contact Soft Play Customer Service at 800.782.2936 or 704.875.6550 for assistance.

WARNINGS:

- SURFACING TEMPERATURES CAN BE A SOURCE OF DANGER UNDER EXTREME HEAT.
- ALL PLAY AREAS SHOULD BE MONITORED, AND OUTDOOR PLAY AREAS SHOULD BE CLOSED DURING PERIODS OF EXTREME HEAT.
- SOCKS SHOULD BE WORN AT ALL TIMES.
- OBJECTS THAT CAN PUNCTURE OR TEAR THE SAFETY SURFACING SHOULD NOT BE WORN OR USED. EXAMPLES INCLUDE HIGH HEEL SHOES, SPIKES, AND LADDERS.

Inspection and Cleaning Overview Chart

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



ITEM/ COMPONENT	CLEANING MATERIAL	CLEANING/ INSPECT SCHEDULE	INSPECTION/CLEANING SUMMARY	NEVER
Plastics, Vinyls & Major Components	<ul style="list-style-type: none"> • Soap & Water solution • Soft Cloths • Mild, Non-toxic disinfectant spray 	<ul style="list-style-type: none"> • Daily • Weekly 	<ul style="list-style-type: none"> • Remove debris • Vacuum excess dust • Wash with soap, lukewarm water • Remove scuff marks with hair spray • Report cracks, tears, holes, etc. immediately 	Never use harsh chemicals, degreaser or hard bristle brushes
Junction Box Pads	<ul style="list-style-type: none"> • Soap & Water solutions • Soft Cloths • Mild, non-toxic disinfectant 	<ul style="list-style-type: none"> • Daily • Weekly 	<ul style="list-style-type: none"> • Remove pads • Clean underneath pads • Clean pads with soap/water solution • Let dry before replacing • Report missing pads 	Never use harsh chemicals, degreaser or hard bristle brushes
Domes & Windows	<ul style="list-style-type: none"> • Soap & Water solution • Soft Cloths 	<ul style="list-style-type: none"> • Daily • Weekly 	<ul style="list-style-type: none"> • Use soap and lukewarm water and soft cloths • Remove spray paint or markers with mineral spirits • Report cracked, broken or missing windows immediately 	Never use paper towels, degreaser or harsh chemicals
Ropes, Webbing & Web Crawls	<ul style="list-style-type: none"> • Soap & Water solutions • Soft bristle brush • Mild, non-toxic disinfectant 	<ul style="list-style-type: none"> • Daily • Weekly 	<ul style="list-style-type: none"> • Use soap and water with soft bristle brush to scrub off marks • Spray with mild disinfectant • Report and repair/replace rips, tears and cuts immediately 	Never open a play system to the public with ripped, torn or cut netting or webs
Tuff Net®	<ul style="list-style-type: none"> • Soap & Water solution • Soft bristle brush • Hose 	<ul style="list-style-type: none"> • Weekly 	<ul style="list-style-type: none"> • Use soap and water with soft bristle brush to clean DuraNet® • Alternatively spray off with a hose (avoid indoor-only panels if possible) • Report rips, tears and cuts immediately 	Never open a play system to the public with ripped, torn or cut netting or webs
Components w/Graphics & Indoor-only Toddler Panels	<ul style="list-style-type: none"> • Soap & Water • Soft Cloths 	<ul style="list-style-type: none"> • Daily • Weekly 	<ul style="list-style-type: none"> • Use soap and water with soft, absorbent cotton cloth • Wipe clean and dry immediately • Remove spray paint or markers with mineral spirits 	<p>Never use harsh chemicals, degreaser or hard bristle brushes</p> <p>Never use power washer</p>

Inspection and Cleaning Overview Chart

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



ITEM/ COMPONENT	CLEANING MATERIAL	CLEANING/ INSPECT SCHEDULE	INSPECTION/CLEANING SUMMARY	NEVER
Grid Covers & Sun Covers	<ul style="list-style-type: none"> • Soap & Water solution • Soft bristle brush 	<ul style="list-style-type: none"> • As necessary 	<ul style="list-style-type: none"> • Use soap and water with soft bristle brush • Alternatively spray off with a hose 	Never use a power washer
Ball Pools & Liners	<ul style="list-style-type: none"> • Soap & water solution • Soft cloths • Mild, non-toxic disinfectant • Ball scoop 	<ul style="list-style-type: none"> • Inspect Daily • Inspect Weekly 	<ul style="list-style-type: none"> • Remove balls • Check liner for any rips, tears or cuts • Wipe down liner with non-toxic disinfecting soap and water • Spray with disinfectant 	Never clean liner with balls in ball pool
Ball Pool Balls	<ul style="list-style-type: none"> • Soap & Water solution • Soft cloths • Mild, non-toxic disinfectant • Ball scoop 	<ul style="list-style-type: none"> • Inspect Weekly 	<ul style="list-style-type: none"> • Remove balls with scoop • Place in Soft Play ball bag • Use spray gun to soak balls in non-toxic disinfecting soap and water solution • Soak for 10 minutes • Rinse and clean for 5 minutes • Dry 	
Surfacing	<ul style="list-style-type: none"> • Soft nylon brush • Vacuum • Wet vacuum 	<ul style="list-style-type: none"> • Inspect Daily • Inspect Weekly 	<ul style="list-style-type: none"> • Sweep daily with soft nylon brush and/or vacuum light debris that is not ground-in or food related • Outdoor surfacing can be hosed off • At least weekly, the surfacing should be cleaned with soap and water • Use a non-toxic liquid detergent diluted in warm water. Apply the solution to small areas at a time and scrub with a soft nylon brush • Remove the liquid using a wet vacuum. Be sure to rinse. Always have liquid detergent and warm water available for emergencies and “for a quick clean up”. 	Never let food or debris collect on surfacing
Theming	<ul style="list-style-type: none"> • Soap & Water solution • Soft bristle brush 	<ul style="list-style-type: none"> • As necessary 	<ul style="list-style-type: none"> • Use soap and water with soft bristle brush 	Never use harsh chemicals, degreaser or hard bristle brushes
Electronic Element or Activity	<ul style="list-style-type: none"> • Soap & Water solution • Soft bristle brush 	<ul style="list-style-type: none"> • As necessary • Inspect Daily • Inspect Weekly 	<ul style="list-style-type: none"> • Use soap and water with soft bristle brush 	Never use harsh chemicals, degreaser or hard bristle brushes

Daily Cleaning and Inspection Checklists

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



TIME PERIOD: _____ to _____

INSPECTED BY: _____ APPROVED BY: _____

■ Daily Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
OVERALL PLAY AREA: Clean and free of trash, debris, hardware and other inappropriate items? Free of vandalism? Fasteners tight?							
SPIRAL CLIMB: Gate locked? Clean and free of trash, graffiti and other inappropriate items? Hardware and fasteners tight?							
PLASTICS, VINYL & MAJOR COMPONENTS: Clean and free of graffiti, scuff marks, trash and other inappropriate items? Hardware and fasteners tight?							
JUNCTION BOXES: Clean and free of trash? Check for loose articles and remove. Keep drain holes clear of debris.							
JUNCTION BOX PADS, MESH & VINYL: Intact and free of rips, cuts, holes, tears?							
MOVING KIDERGY® COMPONENTS: Free of debris, trash and other items? Fasteners and hardware tight?							
TODDLER COMPONENTS: Clean and disinfected?							
ACTIVITY PANELS: Wiped clean with soft cotton cloth?							
CONTROLLED ACCESS ENTRIES: Locked, secure and inaccessible? Zippers zipped and locked? Keys available to staff?							
ACCESS DOMES: Secure and locked, operational with locking device in place? Free of cracks, gaps and chips?							
LOCKS: All locks in place and locked? Keys accessible to staff?							
DOMES & WINDOWS: Securely in place? Free of gaps, cracks and chips? Free of missing bolts or loose bolts? Clear visibility? Cleaned properly? Needs immediate repair if cracks or fractures of 1/2" (12.77mm) or greater exist between two bolt holes directly adjacent to each other.							
BOLTS, RIVETS, OTHER HARDWARE: In place and secure - not loose (NOTE: Needs immediate repairs if bolt ends extend more than 2 threads beyond face of nut.)							
THEMEING: Securely attached, no pieces, edges or elements broken or chipped.							
ELECTRICAL: Element is on and operational. Now wires or buttons are broken, frayed or exposed.							

NOTE: Any items marked with "N" needs to be addressed, corrected and noted in the action report.

Daily Cleaning and Inspection Checklists

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



■ Daily Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
CAP NUTS: Secure and in place on entire unit?							
NETTING: Intact and free of rips, cuts, holes, tears? Fastened and attached appropriately?							
PADDING: Intact and secure? Covers all accessible pipe? Ties tight with no sharp edges?							
BALL POOL: Free of trash and foreign objects? Balls filled to top? Any loose balls picked up and returned to ball pool. Liner free of rips and tears?							
UNIT CLEARANCE: Proper use zones are clear with safety surfacing properly installed?							
SURFACING: Use zone free of objects? Clean and swept? Clean and free of odor, debris, food, etc. Cleaned and scrubbed according to guidelines. Any loose, broken or missing surfacing needs to be replaced immediately.							

■ Daily Cleaning and Inspection Action Report

TIME PERIOD: _____ to _____

INSPECTED BY: _____ **APPROVED BY:** _____

DATE	ACTION TAKEN	EMPLOYEE SIGNATURE
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NOTE: Any items marked with “N” needs to be addressed, corrected and noted in the action report.

Weekly Cleaning and Inspection Checklists

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



TIME PERIOD: _____ to _____

INSPECTED BY: _____ APPROVED BY: _____

■ Weekly Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
OVERALL PLAY AREA: Clean and scrubbed with dishwashing soap, lukewarm water and soft cotton cloth towels. All plastics, junction boxes, slides, climbs cleaned and sanitized? Free of vandalism, graffiti, debris and foreign articles?							
JUNCTION BOX PADS: Removed, cleaned and sanitized? Dried before replacing?							
WINDOWS AND DOMES: Cleaned with mild dishwashing soap and soft cotton towels?							
BALL POOL: Balls removed, clean and replaced? Ball pool liner cleaned and sanitized?							
SAFETY SURFACING: Clean and free of odor, debris, food, etc. Cleaned and scrubbed according to guidelines. Any loose, broken or missing surfacing needs to be replaced immediately.							
NETTING: Free of dust? Free of cuts, rips, tears, holes?							
PLASTIC TUBES: Free of debris, scuff marks, food and personal items? Clean or remove as needed.							
THEMEING: Free of dust, dirt or grafetti?							

■ Weekly Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
OVERALL PLAY AREA: Clean and free of sharp edges, pinch, shear and crush points							
SPIRAL CLIMB: Gate locked? Free of cracks? Caps secure on bolts?							
MOVING KIDERGY COMPONENTS: Secure and in good working order? All hardware tight, secure and working properly? Sufficiently lubricated? Bearings in good working order?							
SLIDES: Free of cracks, warps, gaps greater than 3/16" between connecting plastics? All nuts and caps secure, in place and tight?							
PLASTICS, VINYLs AND MAJOR COMPONENTS: Free of cracks, hardware intact and tight?							
COMPONENTS: Free of cracks, warps, gaps greater than 3/16" between connecting plastics?							
THEMEING: Secure attached? Free of cracks, chips or burrs?							
ELECTRICAL COMPONENTS: No loose hardware, buttons or wires? Outlet is protected?							

NOTE: Any items marked with "N" needs to be addressed, corrected and noted in the action report.

Weekly Cleaning and Inspection Checklists

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



■ Weekly Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
PLASTICS, VINYLS AND MAJOR COMPONENTS: Free of cracks, hardware intact and tight?							
JUNCTION BOX PADS, MESH AND VINYLs: Intact and free of rips, cuts, holes, tears or unusual wear?							
DOMES AND WINDOWS: Securely in place. Free of gaps, cracks and chips. Free of missing bolts or loose bolts. Clear visibility. Cleaned properly. Needs immediate repair if cracks or fractures of 1/2" (12.77mm) or greater exist between two bolt holes directly adjacent to each other.							
ACCESS DOMES: Secure and locked, operational with locking device in place?							
CONTROLLED ACCESS ENTRIES: locked, secure and inaccessible?							
LOCKS, ZIPPERS: All locks in place? Locked? All keys accessible to staff?							
STEPS: Intact with no tears or breaks? Fastened to unit and free of gaps greater than 5/8" (16mm) between steps and unit?							
TUBE ENTRY RING PADS: Intact and secure?							
BOLTS, RIVETS, OTHER HARDWARE: In place and secure - not loose. If nuts are missing, replace immediately and tighten securely. Check replaced nuts following week to confirm tight. (Note: needs immediate repairs if bolt ends extend more than 2 threads beyond face of unit.)							
CAP NUTS: Secure and in place on entire unit.							
NETTING: Intact and free of rips, cuts, holes, tears? Repair immediately.							
POST PADDING: Intact and secure? Replace missing, damaged or worn pads.							
ELECTRICAL TIES: In place and securely fastened? Cut and rounded to avoid protrusion?							
BALL POOL: Clean and free of trash? Balls filled to top?							
BALL POOL ENTRY CURTAIN: Free of tears and projections?							

NOTE: Any items marked with "N" needs to be addressed, corrected and noted in the action report.

Weekly Cleaning and Inspection Checklists

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



■ Weekly Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
UNIT CLEARANCES: Proper use zones are clear with safety surfacing properly installed?							
PIPE FRAMING AND PLASTIC SUPPORT PADDLES: Check for loose fittings or connections, rusting or warping.							
ANCHORING/SUPPORTS: In good condition, free of damaged, broken parts cracked, chipped or peeling paint.							
FOOTING: Any exposed, cracked or loose fitting needs to be addressed immediately.							
ELECTRICAL COMPONENTS: Operational with no sign of loose wires or other damage.							
SIGNAGE: Intact and up to date? Clearly visible when entering play area?							
SUNCOVER: Cleaned of dust and dirt?							
SAFETY SURFACING: Clear of seating and decor? Poured-in-place or tiled surfacing has a minimum of 2" (51mm) in depth. Free from gaps or trip hazards, clean and free of odor, debris, food, etc. Free of curling on edges? Any loose, broken or missing surfacing needs to be replaced immediately.							
OTHER: Unit is free of pinch or crush points, entanglements protrusions, exposed mechanisms or junctures of moving components.							

■ Weekly Cleaning and Inspection Action Report

TIME PERIOD: _____ to _____

INSPECTED BY: _____ **APPROVED BY:** _____

DATE	ACTION TAKEN	EMPLOYEE SIGNATURE
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Annual Cleaning and Inspection Checklist

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



TIME PERIOD: _____ to _____

INSPECTED BY: _____ APPROVED BY: _____

■ Annual Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
PIPES: Free of corrosion around ball pool supports and other supports? If corrosion affects structural stability, repair immediately. Inspect under post padding.							
PIPE WORK: No exposed pipe? If more than 3" exposed, needs padding or repair. All pipes and frame supports need to be secure, stable.							
POST PADDING: Free of rips, tears or damage.							
STRUCTURAL CLAMPS: In place and tight? (Located where pipes connect together. Pipes at connection points should be at right angles. Test by shaking.)							
ELECTRICAL TIES: In place and securely fastened? Cut and rounded to avoid protrusion?							
SCREWS, NUTS, BOLTS, RIVETS: In place, tight and secure. (NOTE: Needs immediate repairs if bolt ends extend more than 2 threads beyond face of nut.)							
BOLT ENDS: Have smoothed finished caps and covers. Are free from protrusion. (NOTE: Needs immediate repair if missing caps/covers and located in accessible area.)							
CARGO NETS/WEB CRAWLS: Free of holes, tears or cuts. Securely fastened. Free from loose stitching.							
NETTING: Free of rips, tears, cuts. Properly installed without exposed edges (Tuff Net®)							
NET LACING: Lacing for perimeter netting is intact?							
PADS: Free from holes, tears and other damage?							
STEPS: Fastened to unit and free of gaps greater than 5/8" (16mm) between steps and unit. Free of obstacles, loose treads and graffiti or other vandalism?							
SLIDE RUNOUTS/ENTRYWAYS: Stable and free of debris?							

NOTE: Any items marked with "N" needs to be addressed, corrected and noted in the action report.

Annual Cleaning and Inspection Checklist

Visit us online at www.softplay.com or call us toll-free at 800.782.2936



Annual Cleaning and Inspection Checklist

GOOD CONDITION? Y=Yes N=No	S	M	T	W	TH	F	S
SLIDES: Free of gaps greater than 3/16". Bolts are non-protruding. Free of obvious surface imperfections. Drain holes clear.							
DOMES AND WINDOWS: Securely in place. Free of gaps, cracks and chips. Free of missing bolts or loose bolts. Clear visibility. Needs immediate repair if cracks or fractures of 1/2" (12.77mm) or greater exist between two bolt holes directly adjacent to each other.							
JUNCTION BOX: Free of gaps in seams greater than 5/8" (16mm). Loose bolts or obvious surface imperfections?							
CRAWL TUBES: Free of gaps in seams greater than 5/8" (16mm). Loose bolts or obvious surface imperfections? Drain holes are clear.							
SNEAKER KEEPER: Free of debris. Securely affixed to unit or ground. Signage intact. Bolts are capped.							
SIGNAGE: All signage intact and placed for easy visibility. Signs readable, clean and free of damage or vandalism. Securely placed or affixed to unit.							
SAFETY SURFACING: Clear of seating and decor. Pour-in-place or tiled surfacing has a minimum of 2" (51mm) in depth. Free from gaps or trip hazards. Clean and free of odor, debris, food ,etc. Free of curling on edges. Any loose, broken or missing surfacing needs to be replaced immediately. Minimum of 5 feet (1525mm) of safety surfacing around use zones, entrances and exits of play equipment.							
VINYL SUNCOVERS/GRID COVERS: Free of tears and damage. Lacing tight and secure.							
ZIPPERED GATES: Working properly and locked. Keys easily accessible. Zippers free of tears or damage.							
BALL POOL LINER: Free of debris, loose objects, rips, cuts, tears and projections?							
BALL POOL ENTRY CURTAIN: Free of tears and projections?							
BALL POOL SPRINGS: In place and free of broken parts?							
BALL POOL RUBBER STRAPS: Free of cuts or tears and in place?							
BALL POOL NET AND LACING: Free of cuts or holes?							
BALLS: Clean and filled to reach top of liner or marked level on hard plastic.							

NOTE: Any items marked with "N" needs to be addressed, corrected and noted in the action report.

■ Common Repairs

This section contains information and procedures for performing minor repairs to your Play System. Persons of average technical ability with common tools can perform many repairs. Whenever repairs are being done be sure to isolate the area or, if necessary, close the Play System until repairs are completed.

For repairs to elements not described in the following contents, please contact your Soft Play Customer Service Agent at **800.782.2936** or **704.875.6550** for assistance. If during cleaning or inspection you discover any item that presents an unsafe or hazardous condition for playground users, close the playground area immediately, and if the problem is equipment related, contact Soft Play at the numbers listed above.

For more information, or to order genuine Soft Play replacement or repair parts, call Soft Play Customer Service at **800.782.2936** or **704.875.6550**. There is an Order Form for Common Replacement Parts in the Aftermarket Parts Catalog directly following this manual. When calling to order parts, please have the following information available:

- Company Store Name and Number
- Address
- Phone Number (with area code)
- E-mail Address
- Description of Problem
- Purchase Order Number
- Requested By

■ Replacing Electrical Ties

Two types of electric ties are currently in use. Refer to the descriptions below to determine which type you have.

1. Part # 1261104 17" Heavy-duty Ties for attaching soft netting. On these ties, the slot through the head of the tie is at right angles to the band of the tie so the end sticks out from the head.
2. Part # 15232xx -15.4" LP (Low Profile) Ties for attaching post pad: On these ties, the slot through the head of the tie is in line with the band of the tie so the end lies flat against the rest of the tie.

Procedure for Part #1273400 (Standard 11" Electrical Ties)

Tools: *Wire cutters or Soldering iron with rope cutting tip.*

Bind pads to the frame with plastic electrical ties. If you are reattaching an existing pad, try to put them in the same location as the original ties. You should be able to see marks on the pads where the old ties were. Ties should be spaced at least one tie per foot (.30 m) vertically and 6" on the base horizontally. Turn the tie so that the bulge of the head and the smooth side of the tie are both on the outside, away from the padding. Push the tail of the tie through the slot in the back (flat side) of the head. Clip the ends of the ties off as close as possible. Melt the rough, clipped end with a soldering iron with a rope-cutting tip if one is available. If not the rough edge can be taken off with a file.

Procedure for Part # 15232xx -15.4" LP (Low Profile Electrical Ties)

Tools: *Wire Cutters*

Bind pads to the frame with plastic electrical ties. If you are reattaching an existing pad, try to put them in the same location as the original ties. You should be able to see marks on the pads where the old ties were located. Ties should be spaced at least one tie per foot (.30 m) vertically and 6" on the base horizontally. Turn the tie so that the bulge of the head is on the inside, toward the padding and the smooth side of the tie is toward the outside. Push the tail of the tie through the slot and squeeze the tie closed until it is snug around the pad. Pull the tail of the tie to the side and clip it off close to the buckle. Make sure the clipped end is tucked under the tie.

■ Netting Repairs - Rebuilding

A small cut in a net or even a larger one that is not jagged can be repaired by rebuilding it with lacing cord.

Part Number: 1133204 - Black lacing cord

Tools: Soldering iron with rope cutting tip

1) Trim damaged net ends

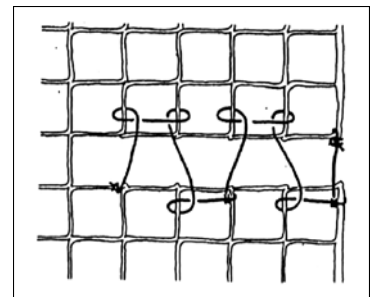
Cut all the loose strands from inside the damaged section. Leave at least 1/4" of the strands remaining and melt the ends using a soldering iron to prevent the net from fraying.

2) Prepare lacing cord

Cut a piece of lacing cord about 3 times the length of the cut in the net. Put a stop knot at one end. To do this, tie a knot at the end of the cord leaving about 1/8 - 1/4" of the tip protruding. Using a soldering iron with a rope cutting tip, melt this protruding tip and push it down into the knot by pressing it against a hard object such as the metal part of the lighter, concrete floor, metal pole, etc. This makes a solid lump that can't come untied, called a stop knot.

3) Repair net

- A) Starting at one end of the damaged section, tie the knotted end of the cord to the net at the intersection of the horizontal and vertical net strands, so that the stop knot is right up against the new knot. This prevents the knot from slipping out.
- B) Bring the cord straight across the hole and tie it at the net intersection. Slowly pull this knot tight, making sure that the section of cord crossing the hole is the same length as a normal square of net. You are not pulling the sides of the hole together, but actually replacing the missing net.
- C) Come down to the next missing segment wrapping the cord once around the net strand as you do and tie it at the net intersection.
- D) Repeat the procedure, coming across and down for each cut segment until the damaged section is rebuilt.



4) Tie Off

When the cut is completely repaired, tie a double half hitch knot at the last tie off. Put a loose stop knot in the end of the cord, and as you pull it tight make sure it goes right up against the double knot to ensure that it can't come loose. Cut the cord 1/8 - 1/4" past the stop knot and melt this end into the stop knot to seal it.

■ Netting Repair - Patching

Large or very jagged holes should be patched. For this you will need a piece of new netting at least as large as the damaged section.

Parts: Net patch and 50' black lacing cord

Tools: Soldering iron with rope cutting tip

1) Cut away damaged netting. Cut away the damaged section of net to form a square hole. Leave at least 1/4" of the cut strands remaining and melt the ends using a soldering iron to prevent the net from fraying.

2) Prepare and position net patch.

3) Count the number of net squares vertically and horizontally. Make your net patch exactly this number of squares. The size of the net squares may vary slightly from net to net. It is more important to have the correct number of squares than the exact same length.

4) Using short pieces of lacing cord, tie the net patch in place by its corners. Remove these as you lace each corner.

5) Prepare Lacing Cord. Cut a piece of lacing cord about 8 feet long and put a stop knot at one end. To do this, tie a knot at the end of the cord leaving about 1/8 - 1/4" of the tip protruding. Using a soldering iron with a rope-cutting tip, melt this protruding tip and push it down into the knot. This makes a solid lump that can't come untied, called a stop knot.

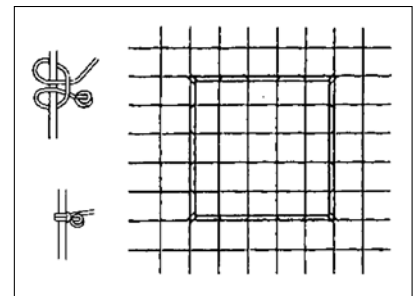
6) Lace Patch

A.) Tie the net patch to the existing net at the corner with a slipknot so that the stop knot is right up against the new knot. This prevents the knot from slipping out.

B.) Lace the patch across the top first. Tie a single knot, at each net intersection, running it through the net diagonally and alternating direction on each one. The cord between the knots should be straight. There should be no slack, but no puckering of the net either.

C.) Make a double hitch at each corner, and at every sixth knot on large patches. To make a double hitch, run the cord through a second time in the opposite direction from the first.

D.) If you run out of cord before finishing the patch, tie and burn a stop knot at the end. Put a stop knot on a new length of cord and tie the two together with a square knot.



7.) Tie Off

When you have laced all the way around the patch, tie off the end with a double knot. Tie a stop knot in the end of the cord and be sure it goes right up against the double knot as you tighten it. Cut the cord off 1/8 - 1/4" from the stop knot and melt the end into the stop knot to seal it.

■ Entry Curtain Strip Replacement

Note: These instructions are for replacing the clear vinyl strips only. Separate instructions are available for replacing the entire curtain assembly.

Part: Clear vinyl entry curtain flap

Tools: Flathead screwdriver and Scissors

1. Replace entry curtain flap. The entry curtain flaps are held on with lock snaps so they cannot be pulled off from the front.

- A) From inside the junction box, lift the damaged clear vinyl flap up until the underside of the snap is facing you and the top edge of the flap is pointing downward. With a Flathead screwdriver, reach up under the curtain and, with a twist of the screwdriver, pry open the edge of the snaps that are now facing downward and remove the old flap.
- B) Hold the new flap in place. Snap the lock snaps by first putting on the lower side of the cap with the lock tab and then pushing the top part in until it snaps. An upward rolling motion with the heel of your hand should work well. (See diagram 1)

2. Trim entry curtain flap

Once the new flap is in place, the end of the flap should be trimmed to round off the corners. The flaps should not touch the plastic entry ring. (See diagram 2)

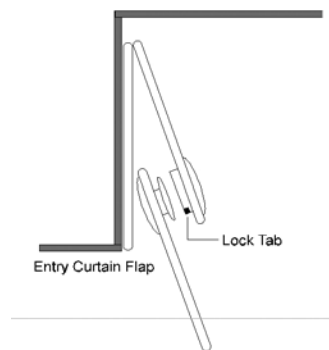


Diagram 1

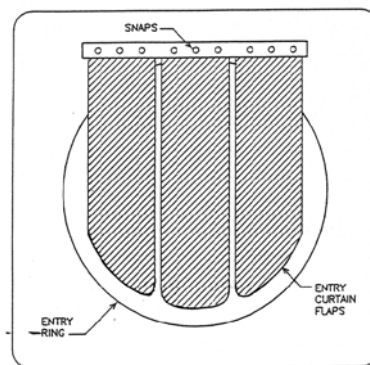


Diagram 2

■ Ball Pool Liner Patching

A ball pit with a small hole, up to 8” across for a round hole, or 16” long for a straight cut, can be patched rather than being replaced.

Parts: Patch Kit (1 mesh patch, 1 can vinyl cement, 1 spool thread, 1 curved needle)

Tools: Small pair of scissors and Felt tip pen

1. Prepare hole. Ragged frayed edges should be trimmed with a small pair of scissors. Only the worst of this fraying should be trimmed. Do not trim any areas where weave is still intact.

2. Cut patch. For a small hole it is not necessary to use the whole patch provided in the kit. You may wish to trim the patch to even up the edges if they are irregular, to make sewing easier. Cut patches to size with scissors. Cut the patch larger than the hole so that there is a minimum of 2” of overlap all the way around a round hole and 1” at each end of a straight slit.

3. Mark location. Place the patch so that the mesh of the patch is in line with the mesh of the pit liner as much as possible. Hold the patch in place and using a felt tip pen, outline it with a series of dots.

4. Apply glue. Note: read all instructions and warnings on can before using adhesive. Remove the patch and apply a light coating of vinyl cement to the area outlined on the ball pit liner. Place the patch on a piece of cardboard and apply a light coating of cement to it. Wait 2 minutes. Place patch within outlined area and press lightly.

5. Sew patch. Sew each of the four sides of the patch with a separate length of thread.

A) Thread the needle with a double length of thread about three times as long as the side of the patch that it will be used to sew. Knot the end and trim excess with the scissors.

B) The stitching should follow a line four mesh strands in from the edge of the patch. Start by pushing the needle down through the corner of the patch at the fourth hole in from both edges. Hook it back up through about 4 holes away along the side you are sewing. Bring the needle between its own thread at the knotted end forming a loop and pull snug. (See diagram 1)

C) Go back down through the patch four holes further on and then up four holes beyond that. Come back to where this stitch went down and go back down under and then back up through the same holes. (See diagram 2) Repeat this same stitch, forward and down, forward and up, back and down, forward and up, repeating all the way down the side of the patch.

D) At the end, make three loops in the same place and tie off the thread, trimming off any excess.

6. Repeat for each side of the patch.

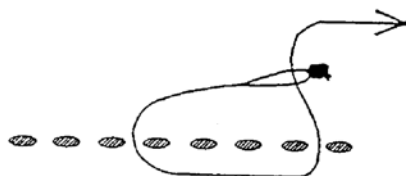


Diagram 1



Diagram 2

■ Installation of Rivets

Two people are generally required for installing rivets, unless they are in a location where one person can reach both sides of the rivet at the same time.

Procedure:

Tools: Pop rivet tool, Drill with 3/16" bit (and 5/16" bit if drilling new holes), and Pliers.

1. Remove Existing Rivets

On one side of the rivet there will be a small hole. Drill into the hole using a drill with a 5/16" bit. The rivet should come apart easily. If the rivet spins you may need to hold the other side with a pair of pliers. Be sure to clean up all metal shavings once the rivets are removed.

2. Install New Rivets

- A. If it is necessary to make a new hole for the rivet location, drill the hole using a 1/4" drill bit.
- B. Push the female half of a rivet through the hole from one side and the male half of the rivet from the other side. Push them tightly together and pop the rivet using the rivet tool.
- C. Proceed to rivet the remaining in the same manner.



Common Replacement Parts

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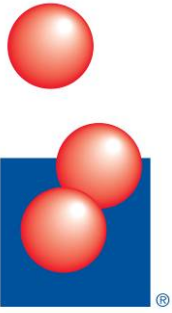


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