



Product guide

Roomscapes shelves and panels

IMPORTANT

Save these instructions for reference

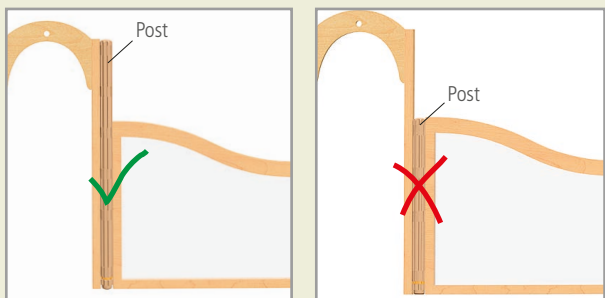
Roomscapes products allow you to easily “landscape” your room into creative learning environments, activity centres, cosy spaces and create large room dividers. They are a system of modular shelves and panels which can be easily and safely connected to each other (and disconnected) with connecting posts. No tools are needed!



How to make safe and stable Roomscapes connections

Along with the ability to define your own space comes the responsibility to set up safe configurations. Because of the almost limitless options of the Roomscapes system, common sense is always needed to ensure that your setup is safe. Here are some essential guidelines to follow when connecting your Roomscapes items. Please follow them, as well as any warnings or cautions for specific items throughout this guide.

Posts

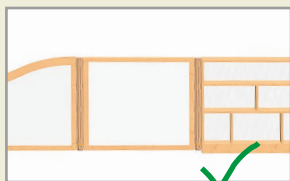


Always match post height to the highest piece it connects.

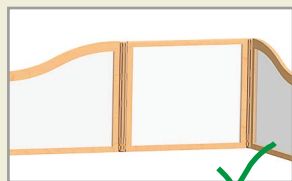
If you place panels on top of shelves or other panels to make a higher divider, the combined height should not exceed 122 cm.

Panels and Arches

Never connect more than two panels in a row without stabilising them in one of the following ways:



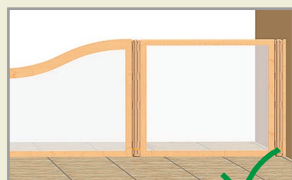
Add a shelf.



Create an angle in the line of panels.



Use a pair of Wings (for plastic posts) or a Panel stabiliser of the correct height.

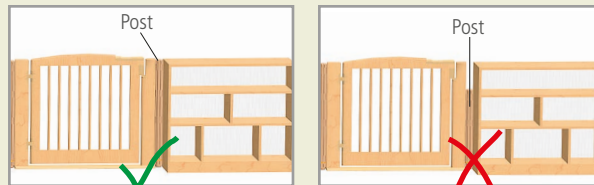


Attach to a wall

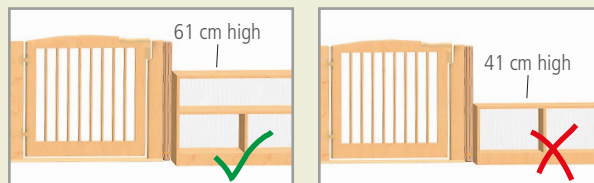
- Panels must always be attached at both ends. (See illustrations above.)
- Never exceed 122 cm in height.
- Never end a straight line of panels with a single Corner shelf.
- A 61 or 81 cm high Corner shelf connected to a Teacher arch or Roomscapes entry must also connect to another panel, shelf, or wall adapter.
- DO NOT support 102 or 122 cm high panels (the tallest) with 41 cm high shelves (the lowest).
- A 41 cm shelf with a panel stacked on top must be supported by other shelves or panels.
- Do not use two corner shelves to stabilise a straight line of panels.

Roomscapes Gates

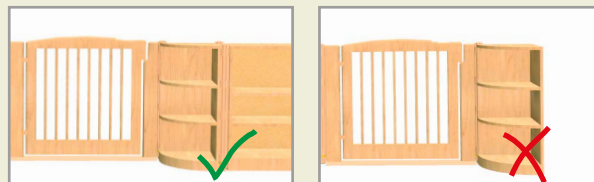
Gates need extra support to be stable and safe.



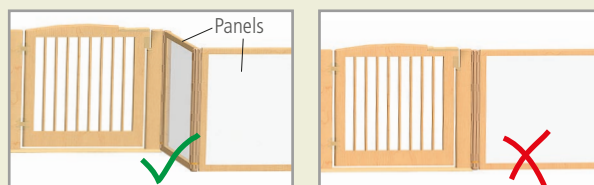
Supporting posts must be at least 81 cm high.



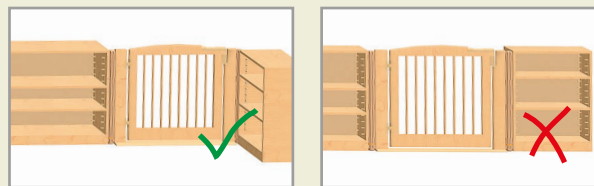
Attached shelves or panels must be at least 61 cm high.



A 61 or 81 cm high Corner shelf connected to a Roomscapes gate or compact gate must also connect to another panel, shelf, or wall adapter.



Panels must connect at an angle to the Gate.*



63 cm long shelves must connect at an angle to the Gate.*

*Exception: the Roomscapes gate and compact gate may connect in a straight line with a panel or 63 cm shelf, but only if the hinge side is connected to a 94 cm shelf (or longer), to a wall, or to angled panels.

Recommended use

Roomscapes products are suitable for a wide age range. Your arrangements must be appropriate for the individual children in your care.

⚠ WARNING

▲ These products are intended for use in caring for children of immature judgement. Therefore supervision is required at all times.

⚠ CAUTION

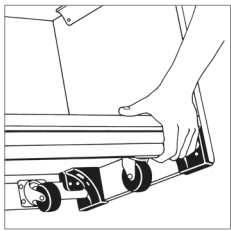
▲ For indoor use only, these products are not waterproof.

Safety information

Along with the ability to define your own space comes the responsibility to set up safe configurations. Because of the almost limitless options of the Roomscapes system, common sense is always needed to ensure that your setup is safe. Here are some essential guidelines to follow when connecting your Roomscapes items. Please follow them, as well as any warnings or cautions for specific items throughout this guide.

Mobility

Before connecting your Roomscapes shelves together, it is important to understand the mobility feature.



1. With one person at each end of the unit, tip the unit slightly forward or back. This allows the toe trim to pivot.
2. One person keeps the item tipped, while the other rotates the toe trim to the desired position by pulling or pushing on one of the handholds at each end of the toe trim.
3. Tip the unit slightly and repeat the procedure with the other toe trim.

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

⚠ CAUTION

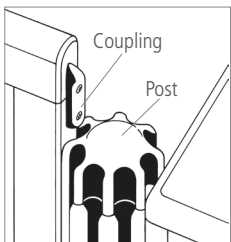
- ▲ Never change the position of the toe trim with less than two people.
- ▲ Always use the handholds provided at each end of the toe trim.
- ▲ After disengaging the wheels, give the item a small push on its end to settle the wheels into place. The item will sit down securely on its glides.

⚠ WARNING

▲ 102 and 122 cm high items may tip when rolled sideways. Always push from an end. Never move with children nearby. Always disengage wheels after moving.

Connection – plastic posts

The octagonal post comes in 5 different lengths.



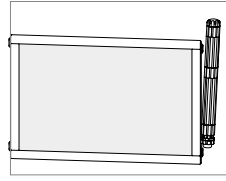
This post is designed to attach to plastic couplings which are fastened to the sides or ends of most Roomscapes items.

The yellow childproof lock ring on the bottom of every post prevents children from taking setups apart. It locks automatically when bottom of the post is on the floor. Release by rotating it.

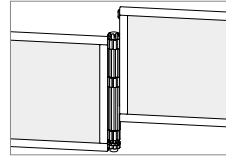
⚠ WARNING

▲ When using a Roomscapes post to connect two items always make sure that the childproof ring is locked.

To connect a panel to another panel or shelf:



1. Line up a groove in the post onto the couplings on the shelf (or panel which is already in position). Slide the post all the way down so that it locks onto the couplings (listen for the click of the childproof ring locking). Inspect to make sure that both the top and bottom couplings are engaged.

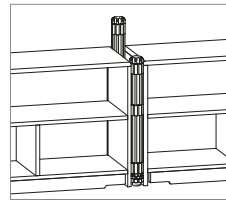


2. Line up the couplings on the next panel into a groove in the post. Choose whichever angle you desire, but remember to follow the safety guidelines on page 2.
3. Slide the panel down until it locks onto the post. Inspect to make sure that both the top

and bottom couplings are engaged. Pull up on post to check that the childproof ring has locked.

To connect a shelf to another shelf:

1. Flip the toe trim down (so the wheels are out of the way).
2. Roughly line up the shelves in the desired position (straight, 45°, or 90°) leaving space for the post.



3. Slide a post down onto the couplings. Make sure you catch the couplings of both units at the top and bottom. (You may need to shift the units slightly to get the post on properly.)

Check that all the couplings are secure in the posts. Pull up on the posts to check that the childproof ring has locked.

⚠ CAUTION

▲ Do not lift or tip the shelves. This may partially engage the wheels.

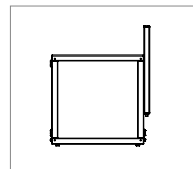
To change your Roomscapes setup:

Disconnect items by turning the childproof lock ring and pulling the post up until it disconnects from the couplings.

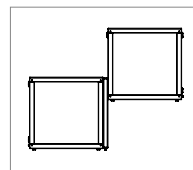
Connection – wooden posts

The wooden post comes in 5 different lengths and two versions: straight and angled.

To connect a panel to another panel or shelf:

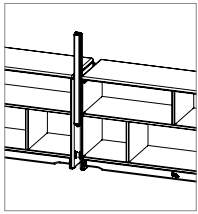


Line up a groove in the post with the top coupling on the shelf or panel. Keeping post vertical, slide it down until it engages lower coupling, then push all the way down to the floor. Make sure both couplings are engaged.



Line up the bottom coupling on the next panel into other groove of post. Keeping the panel vertical, slide the panel down until it engages the upper coupling, then push all the way down to the floor. Make sure both couplings are engaged.

To connect a shelf to another shelf:



Flip down wheels, placing shelves in the desired position. Slide post down engaging first top and then bottom couplings on both shelves. Push post down to the floor. Make sure both couplings are engaged.

To connect more than two items with a wooden post, use a wooden 4-way adapter and add another post to the extra set of couplings.

Roomscapes shelves

Clear, Mirror, and Chalkboard covers are available for the backs of most shelves with display board backs.

Fixed shelves

Shelf backs are a display board material covered with hook and loop fastener fabric, or translucent to create a barrier while letting the light through.

Open back shelves

Objects can be easily accessed from either side of the shelf, and caregivers can see what is happening on the other side.

Adjustable shelving

The solid hardwood shelves fit onto plastic supports inside the shelf sides. Small notches in the bottom of the shelves fit over the supports. This prevents the shelf from falling out if it is accidentally knocked.

To adjust the shelf height:

1. Lift the shelf up evenly until it is clear of the plastic supports.
2. Pull the shelf towards you, right out of the shelving unit.
3. Slide the shelf back in at the desired height, until the notches fit over the supports.

⚠ CAUTION

▲ Make sure the shelf is sitting securely on the supports.

Additional shelves

One adjustable shelf comes with every 61 cm high Adjustable shelf unit or Shelf unit with doors.

Two adjustable shelves come with every 81 cm high Adjustable shelf unit or Shelf unit with doors.

Three adjustable shelves come with every 102 cm high Adjustable shelf unit.

Additional shelves may be ordered.

Locking shelving



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

Tray units with display options

The units come in two widths. They are a useful size for a display surface. Whiteboard panels are available for 61 cm and 81 cm high units in both widths.

⚠ WARNING

▲ Two Roomscapes posts are necessary to stabilize these display shelves and panels.

Tray units

- These shelves fit all common 427 x 312 mm trays of varying depths.
- Trays are available in 2 colours: cream and clear; and in 2 sizes:
shallow - 43 x 31 x 8 cm
deep - 43 x 31 x 15 cm

⚠ CAUTION

▲ Large carry crates may replace deep trays in units made after December 2016. They are 42 cm x 31 cm.

Tote box shelving and multi-storage shelving

- Totes are available in 2 colours: cream and clear; and in 2 sizes:
shallow - 28 x 34 x 7.5 cm
deep - 28 x 34 x 15 cm
 - Medium carry crates may replace deep totes. They are 27 x 33 cm.
- Tote boxes and carry crates are supported by shelves that snap into holes in the sides of the unit.

To put in a tote or tray shelf:

1. Slide the shelf at an angle into the unit.
2. Insert the two pins on the higher side of the shelf into the holes in the wooden upright on that side.
3. Push the other side of the shelf up until pins snap into holes on that side.

To remove a shelf:

1. Push up under one side of the shelf until the pins snap out of the holes.
2. Remove shelf.

Display unit with totes

The Display unit includes a tote unit, a Display board panel, and two 122 cm Roomscapes posts.

To assemble: slide both 122 cm posts onto the couplings at the back of the shelf. Then slide the Display board panel down onto the shelf.

Display and discovery shelf:

Bottom shelf fits 3 deep totes or medium carry crates. Middle shelf fits 3 deep totes or 4 small carry crates.

Library rack and shelf

These Library display units are designed to provide overlapping book display space for any size of book. Solid hardwood shelves in the back can be used for spine storage. Big books can be stored upright in the pocket behind the top panel.

Note: For safety reasons, all book display units have couplings only on the back.

⚠ CAUTION

▲ Always connect the F776 Library shelf to Roomscapes or place against a wall.

Sweep shelves

Sweep shelves give a gradual angle transition of 45° (or 90°, 135°, 180° etc.; with multiple units.) They have translucent backs.

Corner shelves

Corner shelves can be used to create a smooth 90° corner in a line of shelves. They can also end a line of shelves, or make a round island using eight posts.

Corner crates are designed to fit into the corner shelf.

⚠ CAUTION

▲ The F675 81 cm corner shelf must not be used freestanding. Always connect it to another Roomscapes item.

Fillers



To connect shelves in a straight line, use two posts and the appropriate filler for either plastic or wooden posts, between the shelves. Shelves do not have to be the same height for the filler to work.

Wall adapter



The Wall adapters provide a safe method to fasten a Roomscapes setup to a wall.

Wall adapters must be fastened securely to the wall (or other stable object).

Fasteners are not included; you must select hardware appropriate to the building's construction. The bottom of the adapter **must touch the floor**.

Roomscapes wings



Roomscapes wings attach to a plastic post and can be used instead of Wall adapters or shelves to start or end a run of panels.

To provide stability to a straight run of panels (81 cm or higher), connect a pair of Roomscapes wings to every other panel.

To assemble:

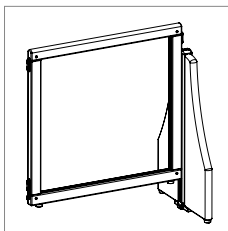
1. Slide the post onto the wings, forming a unit.
2. Slide the panel down onto the post from the top.

▲ CAUTION

- ▲ Roomscapes wings must always be used in pairs to ensure stability of panels.

Panel stabiliser

Panel stabilisers come in four different heights and have an integrated wooden post. They may be used to stabilise panels 61, 81, 102 or 122 cm high.



To assemble:

Slide panel vertically into panel stabiliser. Ensure both couplings are engaged, then push down against stabiliser foot.

Roomscapes Panels

Display board panels have several uses. Hook and loop or flannel materials stick to the soft surface. Displays and messages can be posted on either side of these panels.

Library panels can be connected to Roomscapes or mounted to the wall.

Wave panels provide a smooth transition from one height to another.

Clear panels provide a secure physical barrier without blocking light.

Translucent panels let natural light flow through the classroom and allow for unobtrusive supervision.

Rice grass panels have an embedded layer of real rice grass to bring nature into the classroom.

Window panel

To remove the curtains for cleaning, unscrew the two screws in one of the curtain rod holders and slide the curtains off the curtain rod.

Bamboo panels

Bamboo panels are made of a bamboo matting laminated onto a durable plastic core.

Curved panels

These panels are curved allowing spaces to be constructed without right angles. They can be used together with branches to create cosy spaces.

Adjustable panel

This panel can adjust in width from 61 cm to 94 cm, spanning odd-sized gaps in a Roomscapes setup. Connect the rest of your setup together, then adjust the Adjustable panel to the right width, and slide it onto the posts.

▲ CAUTION

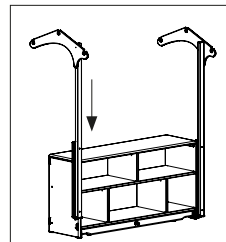
- ▲ The Adjustable panel should not be used immediately adjacent to a safety gate, Roomscapes entry or Teacher arch.
- ▲ Library panels must be fastened securely to the wall unless each end is connected to another Roomscapes item, a set of Roomscapes wings or Panel stabiliser. Fasteners are not included; you must select hardware appropriate to the building's construction. A competent carpenter or maintenance person should do the installation.

Canopy

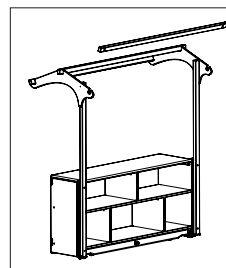
The Canopy includes two ends, three wooden cross-braces, and a fabric cover.

The Canopy can fasten to any Roomscapes shelf which is 124 cm long, and 61 cm high.

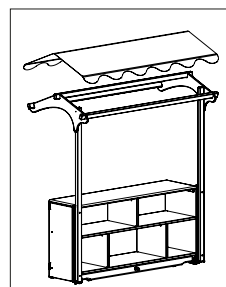
To assemble:



1. Slide the two ends onto the shelf. Canopy gables must be centred over the shelf (plywood gables on the outside of the uprights).



2. Place the three cross-braces over the gables so that the grooves in the cross-braces slide into the notches in the gables.



3. Drape the fabric over the structure and fasten it to the hook-and-loop fasteners on the two outside cross-braces.

Cosy spaces

Create a cosy space for younger children using small arches and curved bamboo panels. Adding branches allows you to drape fabric over the area.

Using Branches

Branches allow you to incorporate fabrics in your room, even if you cannot attach anything to your walls. They replace a 61 or 81 cm Roomscapes post. Ensure that the configuration is stable.

⚠ WARNING

- ▲ Draping fabrics or other materials from the branches in such a way that children can pull on them can introduce a tipping hazard. It is the customer's responsibility to ensure that any configuration of panels or shelves including branches is stable.

Arches, gates, Roomscapes entry

The gates, Roomscapes entry and Teacher arch are useful to provide caregivers access to different areas divided by Roomscapes.

⚠ CAUTION

The following points must be observed to ensure a stable setup.

- ▲ All gates, Roomscapes entries and Teacher arches must be attached at both ends to a wall or furniture by Roomscapes posts at least 81 cm high. Use wall adapters where needed.
- ▲ Roomscapes shelves and panels attached to gates, Roomscapes entries or Teacher arches must be at least 61 cm high.
- ▲ Roomscapes shelves attached to gates, Roomscapes entries or Teacher arches must be at least 94 cm long or connected at an angle.
- ▲ Panels must connect at an angle to the gate.
- ▲ If a 61 or 81 cm high Corner unit is connected to a gate, Roomscapes entry or Teacher arch, then the corner unit must be connected to another panel or shelf, or to a wall adapter.
- ▲ The Teacher arch must be properly assembled. See the assembly instructions that come with the arch.
- ▲ The Adjustable panel should not be used immediately adjacent to a gate, Roomscapes entry or Teacher arch.
- ▲ Gate extenders should not be used with a Roomscapes entry.

Arches and Mini arches

The Mini arch panel provides a window with a small translucent panel underneath. Arches provide childsize entryways. Place a 61 cm high arch on a 61 or 41 cm high shelf to make a graceful window.

Covers for shelves and panels

Clear covers, Mirror covers and a Chalkboard cover are available for most sizes of Display board panels and the backs of Roomscapes shelves. These covers have strips of "hook" on the edges which fasten to the "loop" fabric on the Display board panels and backs.

Clear covers are designed to fit exactly onto specific shelves or panels. This prevents children from removing them. To remove a clear cover, use the small notch in one corner.

Use only high quality chalk on the Chalkboard cover. Low quality chalks include hard abrasives which can scratch the surface, or clay binders which cause glazing when combined with water.

Maintenance

Periodically inspect for cracks, breaks, loose parts, missing parts, and/or malfunctions. Check posts to be sure that all child-proof lock rings are engaged and working. Remove the product from service if any condition develops that might make operation unsafe.

Cleaning

Wooden parts: Wipe with a damp cloth and mild detergent. Dry immediately. Leaving water or cleaning agent on the surface may damage the finish.

All plastic parts and Mirror covers: Dust with a soft damp cloth or chamois. Wash with washing up liquid and plenty of lukewarm water.

⚠ CAUTION

- ▲ Do not use abrasive cleaners.

Canopy: Wash by hand only, do not machine wash. Use a mild detergent and warm water. Rinse fabric thoroughly and air dry.

Loop fabric on Display board panels and shelf backs: Remove stains with a common household detergent. Stubborn stains may be removed by shampooing with a household upholstery cleaner.

Chalkboard covers: Occasionally, use a solution of warm water and a mild household washing up liquid. Do not use strong alkaline cleaners.

Window panel curtains: These can be removed for cleaning (see Window panel on page 5). Curtains are machine washable.

Clear and Translucent panels and Clear covers: Dust with a soft, damp cloth or chamois. Wash with washing up liquid and plenty of lukewarm water. Use a clean, soft cloth, applying only light pressure. Rinse with clear water, and dry by blotting with a damp cloth or chamois. DO NOT USE window cleaning sprays, kitchen scouring compounds, or harsh solvents such as isopropyl alcohol.

The whiteboard panels can be cleaned using a soft dry cloth.

If the ink has been left on for a long time, rub clean with a dry cloth and then use a cleaner recommended by the supplier of your whiteboard markers or a non-abrasive general purpose cleaner. Too much water may harm the finish of the wooden parts.

Abrasive cleaning agents will damage the whiteboard surface. Steel magnets may scratch the whiteboard.

Storage

If you plan to store Roomscapes products, remember that they are made of wood, and need to be stored in a dry place.

Construction

Joints are mortise and tenon, fastened with zinc-plated screws.

Shelf backs and Display board panels are nylon loop fabric, laminated to a polypropylene core.

Shelves and panels are made from solid hardwood, with a clear finish.

Mirror, Chalkboard and Clear covers are tough, flexible plastic.

The whiteboard panel is made of enameled steel on one side and nylon loop fabric on the other, on a polypropylene core.

Bamboo panels are made from bamboo matting laminated onto a polypropylene core.

Clear panels are made from PETG.

Translucent and rice grass panels are made from PETG.

The Canopy fabric is 100% polyester.

The Flowie is made of a strong, fire resistant micromesh. It complies with EN71-2.

User modifications

We recognize that some users might benefit from modifications made in the field. However, we cannot be responsible for modifications made by customers to our products, without our supervision, testing or evaluation.

Ordering parts

To order replacement parts, contact customer service with a description of the part(s) needed and the ID code from the product.

Use only replacement parts supplied by Community Playthings

All of our packaging is recyclable (cardboard and LDPE). Please recycle in accordance with local guidelines.



