

READ BEFORE FIXING

June 2019.

WE CANNOT ACCEPT RESPONSIBILITY FOR INCORRECTLY FITTED STAIRCASES OR COMPONENTS IF THE ADVICE IN THIS DOCUMENT HAS NOT BEEN FOLLOWED.

A GREAT DEAL OF ATTENTION HAS BEEN USED IN MANUFACTURING THIS STAIRCASE TO THE HIGHEST QUALITY. PLEASE TAKE CARE NOT TO DAMAGE. IF THE STAIRCASE IS TO BE STORED ON SITE PROTECT THE OUTER STRING AND STORE UNDER COVER TO PREVENT DAMAGE OR DETERIORATION.

IT IS RECOMMENDED MATERIALS DELIVERED SANDED ARE COATED WITHIN 3 DAYS OF DELIVERY TO MINIMISE 'GRAIN RAISE'.

ALL COMPONENT PARTS ARE IDENTIFIED WITH LETTERS OR NUMBERS. STAIRCASES, NEWELS, BALUSTRADES AND WINDERS ARE ALL MARKED WITH HOUSE TYPE AND PLOT NUMBERS.

- **DO NOT FIX COMPONENTS WITH DIFFERING PLOT NUMBERS.**
- **CHECK ACTUAL FINISHED FLOOR MEASUREMENT AND COMPARE WITH GREEN DIMENSION WRITTEN ON THE UNDERSIDE OF THE STAIRCASE.**
- **CHECK HANDING IS CORRECT BEFORE FIXING NEWELS TO STAIRCASE.**
- **ALL PROTECTIVE PACKAGING IS DESIGNED TO BE RE-USED, TO PROTECT THE FINISH, ONCE THE COMPONENT HAS BEEN FITTED.**

STAIRCASE: check handing before fixing. Top newels should be cut out to suit the depth of trimmer and back of the top riser (see Detail A1). Where applicable, stringers are factory 'birds mouthed' to sit over the trimmer. Any packers behind the top riser must cover the full width and depth of the trimmer and be securely fixed. Ensure stringers and newels are securely fixed to adjacent walls at 600mm centres.

NEWEL POSTS: are identified on the outside of the package and by a card on the end of the newel. They are pre-drilled for bolts and dowels. **Where applicable, carefully remove cardboard box and re-use to protect the newel once fitted.** Where applicable the newel position on the staircase can be determined by comparing the newel letter with identical letter on the string tenons. Dowels are in the mortise slot on the newel post. Apply glue to the tenon before fitting into the mortise slot. Ensure dowels are correct length before gluing and driving into position, 9mm. below surface of newel post. Where applicable floor levels on newel posts are indicated by small saw cuts. **The manufactured dimension for the storey height of the staircase is written, in green, on the underside of the staircase. Compare this with the actual finished storey height and determine where to cut, or pack, newels to sit on the sub or finished floor or where applicable lower storey post.** Apply glue to the mushroom buttons provided and cover the end of the dowel. Where applicable, newel caps, supplied loose, should be securely glued in position.

WINDERS: Where applicable, are dry fitted in our factory, and component parts are marked with identification numbers to assist in re-assembly. Winder tread and winder riser sets are packaged together and marked with the appropriate plot number. All winder treads are square and must fit tightly and squarely into the housings. **Start fixing the winder by cutting the bottom and winder newels to the correct lengths (see below). 'Plumb up' the newels and always ensure they are plumb throughout assembly.** When fixing winder treads ensure the nosing's 'sight through' parallel onto the

back of the treads above and below. Throughout assembly we recommend using a **suitable moisture resistant PVA adhesive**. This should be applied to the stringer tread trenching's, above the winder treads, the riser trenching's, in front of the winder riser and all wedges and glue blocks. A bead of glue should also be applied to the back edge of the winder treads prior to **SCREWING** the risers to the treads, with the screws provided, (pilot hole first). All winders should be adequately supported and securely fixed to supporting walls.

HALF NEWELS, MID LANDING NEWELS: are pre-drilled to take the circular face of the bronzed handrail bracket. Ensure the bracket is square and fix with the screws provided. Cut/notch the newel to the correct height ensuring that the bracket fits snugly into the handrail groove when placed on top of the balustrade frame. Screw bracket to handrail, cut balustrade frame to length, notch core rail over handrail bracket and slide into position, (**see Detail A2**). Fix as below.

BALUSTRADES: are delivered fully assembled with **supplied fixings attached to the balustrade**. Where applicable, **carefully remove packaging by cutting polythene wrapper under base rail and retain wrapper. Remove cardboard from handrail and retain.** Remove and retain screws securing handrail to core rail, cut handrail and balustrade rails neatly between newel posts, apply dabs of clear silicone, evenly spaced, to the top of the stringer, pin or screw string capping to string. Position handrail on top of balustrade core rail, mark handrail by tapping fixing bolts through pre-drilled holes in newel post whilst holding the handrail in the correct position on the newel post, drill **4.5mm** pilot holes in handrail. (**see Detail A3**). Apply dabs of clear silicone, evenly spaced, to the top of the core rail. Position handrail and tighten bolt with T 25 Torx Bit, taking care not to over tighten. Fix the core rail to the underside of the handrail with the retained screws, use additional screws if required. Apply clear silicone to the mushroom buttons provided and cover the bolt hole.

LANDING RETURN BALUSTRADES: Neatly cut the handrail to the required length; if required, mitre the balustrade frame. Fix and protect as above. **Baluster floor capping should be screwed using CE marked 50mm x 4mm countersunk screws at 300mm centres.**

REPLACE ALL PACKAGING TO PREVENT DAMAGE.

PRE-FINISHED STAIRCASES: have the outer string protected with plastic and cardboard. Do not remove this protection. Carefully fold back enough cardboard to fit the newels onto the tenons.

BEADING and COVER MOULDS: where applicable should be fitted as the details below.

Additional information on installing staircases can be downloaded from the British Woodworking Federation (BWF) Website: www.bwf.org.uk/publications/stairs/ BWF Stair Installation Guide Public Download.

COSHH and MANUAL HANDLING INFORMATION.

Whilst there are no hazardous substances associated with our staircases it is always good practice to wear a dust mask when cutting timber. Operatives should not attempt to lift staircases and heavy components unless they have undertaken Manual Handling Training. If in doubt seek help.

IF YOU ARE NOT COMPLETELY SATISFIED WITH OUR PRODUCT OR SERVICE, OR HAVE ANY SUGGESTIONS AS TO HOW WE COULD IMPROVE, PLEASE CONTACT OUR QUALITY MANAGER ON 01706 852345 or e-mail: office@northernjoinery.co.uk