ACS REGISTRARS Quality Assurance ISO 9001 — UKAS MANAGEMENT SYSTEMS 229

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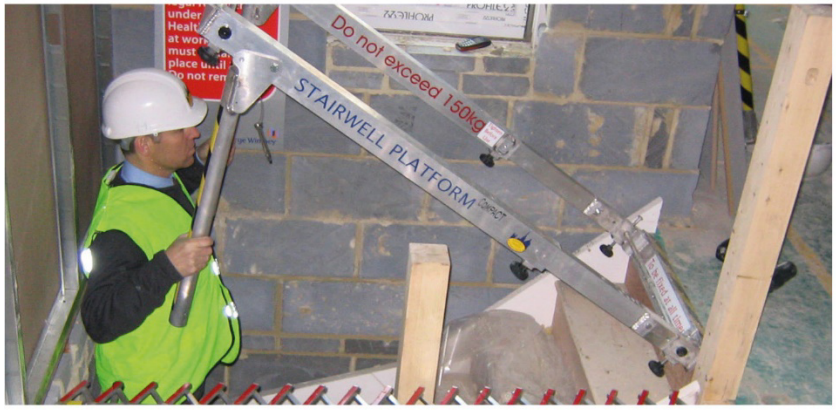
StairSpan



To prevent falls in stairwells or similar voids

INNOVATIVE PATENTED SAFETY SOLUTIONS

Oxford Safety Components

STAIRSPAN

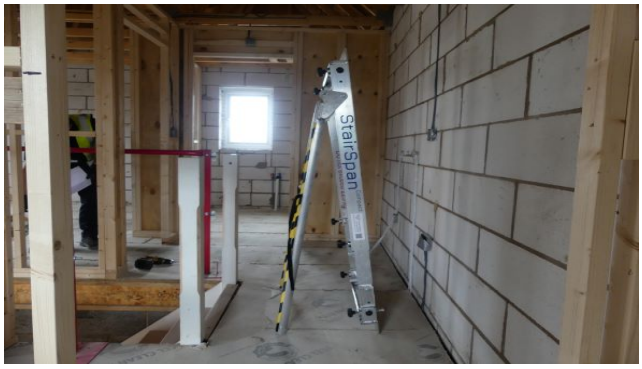
STAIRWELL PLATFORM SYSTEM

Method Statement for the usage of the Stairspan

STRAIGHT STAIRS

STEP 1 – POSITION OF STAIRSPAN

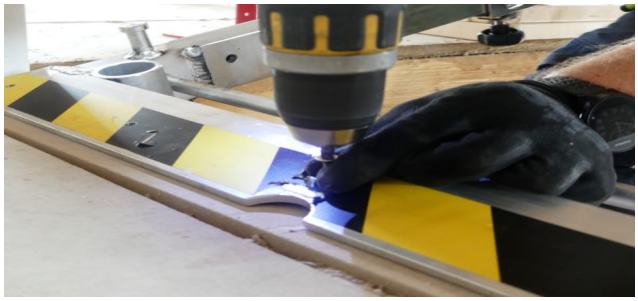
Before using the Stairspan check that no parts are missing and that the mat opens and closes easily. Check maintenance date on the inside of the frame.



Place the frame onto the landing, undo straps and locking pins.

Take the weight of the frame by holding the bottom of the legs, then slowly walk the frame down the stairs.

Secure the frame to the landing with a screw minimum 38mm in length.



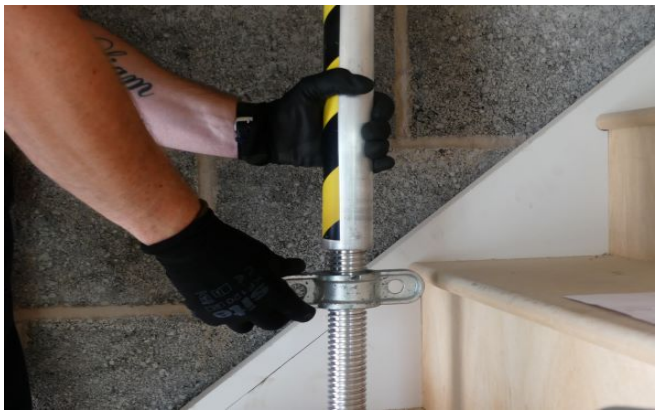
STEP 2 – EXTEND FRAME TO LENGTH

By placing the legs in the right position on the stairs you can raise the back of the frame to allow easy placement of the feet by pulling the legs back one at a time.

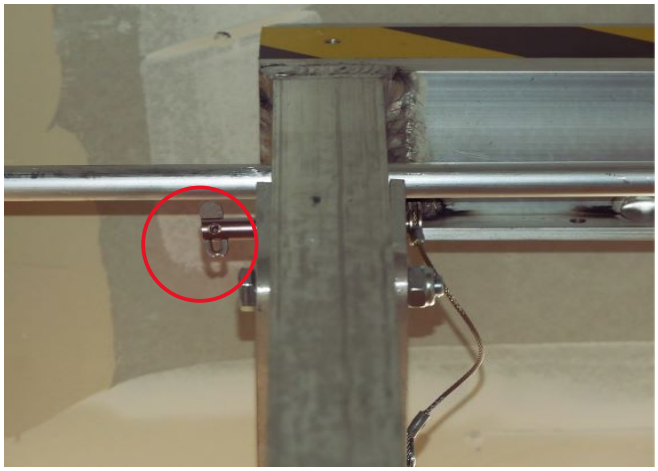
Undo the E knobs, slide the frame out to the length you need and then retighten the E knobs.

STEP 3 – SECURING THE FRAME

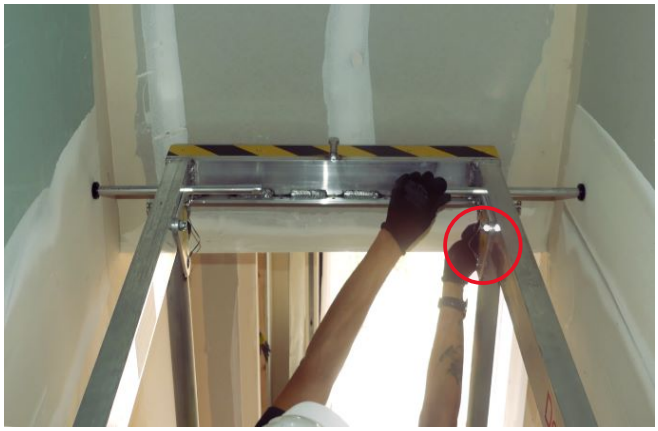
When adjusting the height of the frames if you lift the frame by the legs, it makes it easier to adjust the feet.



Once the frame is level slide in the locking pins. You should not have to force the pins in, by nudging the leg backwards and forwards the holes will line up and the locking pins will easily slide through. Don't forget to adjust the nose of the pin to stop the locking pin sliding back out.



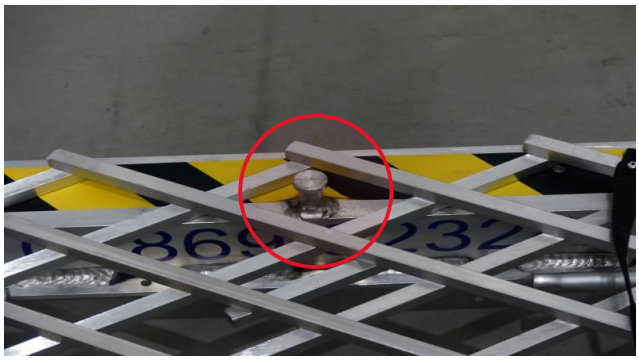
Undo the S knobs, slide the stabilizing bars against the walls and retighten the S knobs.



Finish off securing the frame with a minimum of 2 fixing screws in total to the landing. (Minimum 38mm in length).

STEP 4 – SECURING THE MAT

Undo the straps and place the mat onto the frame, open the mat out and place it over the single top hat pin at the back end of the frame.



Extend the mat further and place over the two top hat pins at the front of the frame. This will stop the mat from contracting whilst working on the platform.

PLEASE NOTE if one of the top hat pins are missing ***DO NOT*** use the frame. Report the missing top hat pin to site manager.

Before using the system give the frame a wobble test.

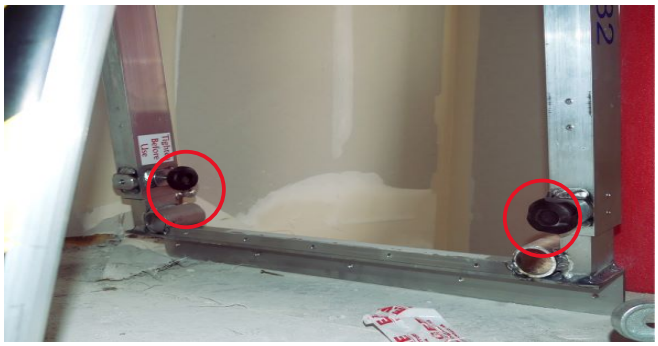
If it is moving back and forth you have not fixed the frame to the landing or you have not retightened the E knobs.

If the legs move it's because the locking pins are not inserted correctly.

If the frames have lateral movement check that the stabilizing bars are against the walls and that the S knobs have been retightened.

TOP WINDING STAIRCASE

Remove the S knobs on a compact or the E knobs on the standard frame and place them on the inside clamps.



After placing the feet in the legs, you can raise the frame to the same level as the landing with two extra feet. ***YOU MUST*** fix the feet to the stairs with a minimum of two screws per foot. (If the back of the frame is higher it enables you to lift the front of the frame up to insert the two extra feet).

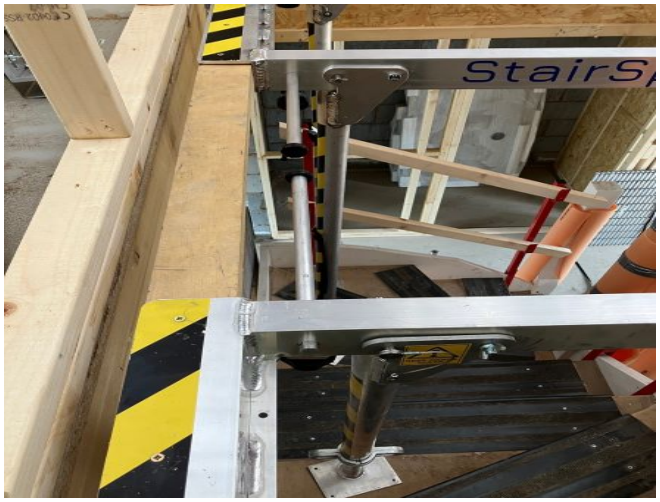
Place the mat over the two feet or the top hat pins.

FULL WINDING STAIRCASE

Fix both frames to the landing side by side. If stair balustrade is in place or there is a wall there you will need to fix a second pair of legs too the second frame.

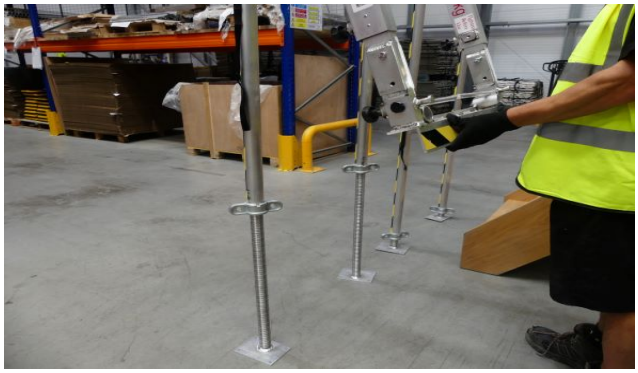
Stabilising bars against the walls and then inside stabilising bars against the opposite frame or up against the opposite stabilising foot.

If the stabilising bars do not reach, then either use a stabilising leg against one of the frames or screw a piece of solid timber through the trimmers to make both frames rigid.



FIXING SECOND PAIR OF LEGS TO A COMPACT FRAME

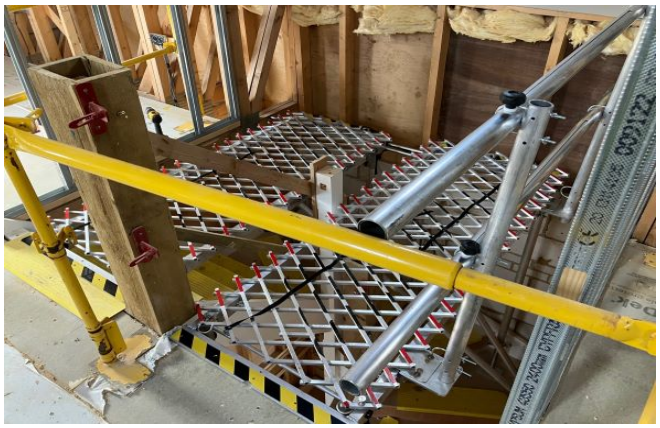
Always start with the longest pair of legs already attached to the frame. Lift the frame over pre adjusted feet making sure the back of the frame is higher than the first frame.



Making sure the locking pins are out, carefully raising the front end of the frame then attach the shorter pair of legs. It is easier if the legs are already in place on the stairs. Insert the locking pins on all four legs.

When all four locking pins are in and all four stabilizing bars are in position the frames should not move but by using a solid piece of timber screwed under the trimmers, both frames they will then become even more rigid.

FULL WINDER VARIATIONS



Place frames side by side with handrail posts and handrails giving outside edge protection. Or place the frames apart and placing an extra mat up to the newel post, and then use handrail posts and handrails to give the inside edge protection.

When using the extra mat to cover the void as there are no extra top hat pins you must tie off the mat with the straps to stop the mat contracting.

RIGHT ANGLES

By using a second frame you can fit the frames at right angles. Making sure you place the trimmer of the second frame (double top hat pin end) onto the single pin end of the first frame. When the frames are lined up correctly you can use a nut and bolt to stop the frames coming apart.

Because you are relying on a nut and bolt to keep both frames together ***YOU MUST*** attach a second pair of legs too the second frame. Once all the locking pins and stabilizing bars in place the frames should not have any movement.

END ON END

Once you have fitted the first frame, place the second frame over the feet, remove locking pins and raise the front of the frame so the cut-out half-moon fits around the single pin of the first frame.

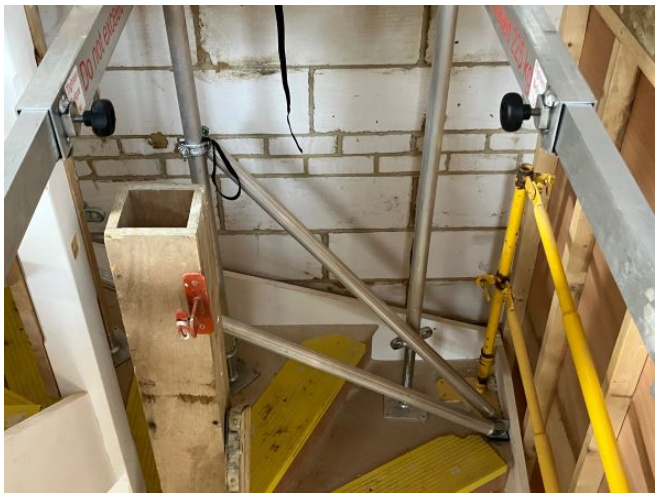
Hold the frames together with a single nut and bolt, adjust length and height of second frame, then secure the two frames together with a further two nut and bolts.

Then attach the second pair of legs to the second frame and use all four locking pins and stabilizing bars.

ACCESSORIES

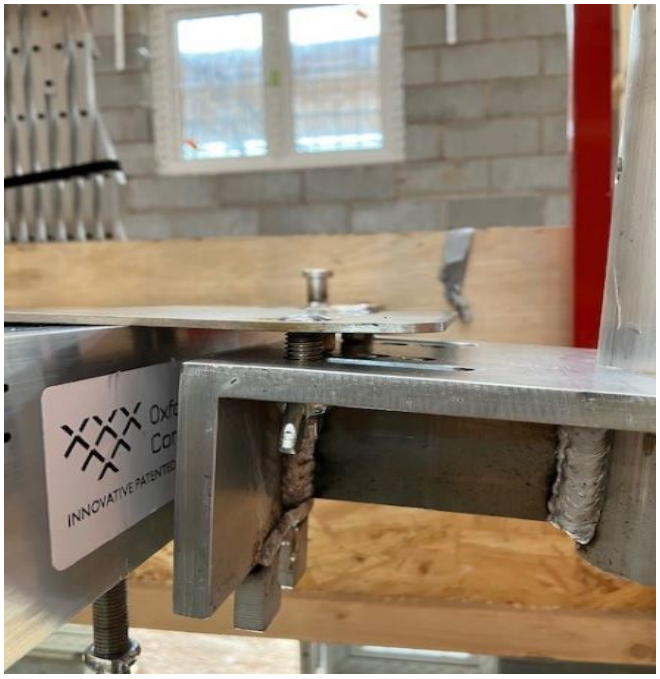
STABILISING LEG

If stabilizing bars don't reach use stabilizing leg.

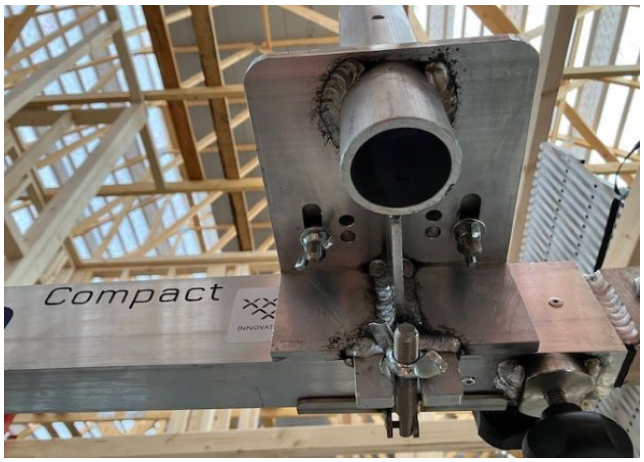


EDGE PROTECTION

Undo all three wing nuts underneath, make sure the two pins are free so you can adjust the handrail post to either inner frame or outer frame.



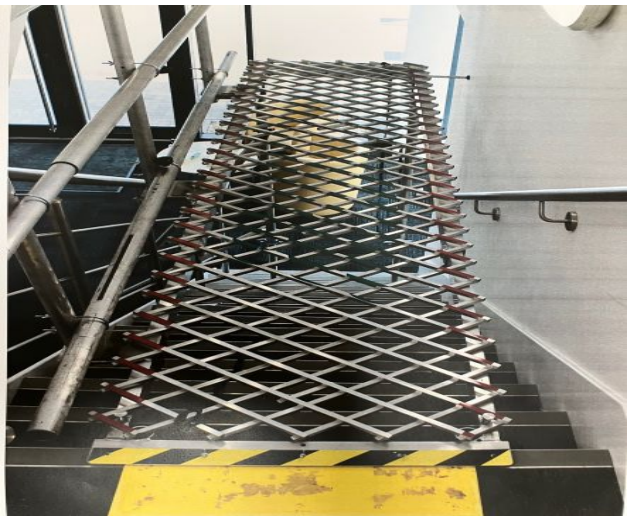
Place handrail post over the frame making sure the lip fits under the frame and the handrail post is on the outside of the frame (otherwise the mat will not fit onto the frame) Adjust the post by making sure the pins go into the correct holes, then tighten all three wing nuts. Make sure the handrail posts are no greater than 1.6m apart. Adjust the U Clamps and slide the handrails through the U Clamps and retighten.



You can handrail the ends of the frames by placing two handrail posts opposite each other and turning the U Clamps at 90 degrees using the other holes.

CARPET GRIPPER

Place carpet gripper on landing, remove the three nuts, lift the trimmer of the frame and place over the three studs and replace the three nuts.



Oxford Safety work to a tolerance of 225mm before recommending the use of edge protection.

When using a short leg, you might need to use a stubby foot to enable to have the frame at the correct height.

Additional pairs of legs might be needed on certain staircases.

Oxford Safety are happy to allow hop-ups on the systems providing there is no edge protection required, but you must lay some plywood minimum 8mm over the mat first.

If extra height is required you can extend the frames onto the landing and using extra feet through the collars you can raise the height of the frame, but then you must fix the feet with a minimum of two screws per foot.

SPECIFICATIONS

COMPACT SYSTEM

1.40M closed extending to 1.93m (less 7cm when fitted onto the landing).

Compact Mat has black SPS writing on the mat.

Weighs 18kg and can take a maximum spread weight of 225kg.

4 stabilising bars, half-moon cut from back trimmer, and extra brackets, nuts, and bolts for second pair of legs if required.

Normally used as the second frame, full winding staircases or staircases with bulkheads in.

STANDARD SYSTEM

2.22m closed extending to 3.15m (less 7cm when fitted onto the landing).

Green SPS writing on the standard mat.

2 stabilising bars.

Mainly used for straight stairs, top winders, bottom winder, or top and bottom winding staircases.

Short Leg	0.85-1.45m
Medium Leg	1.45-2.05m
Standard Leg	2.05-2.65m
Long Leg	2.55-3.10m

(All the above sizes are with the adjustable foot in place)

Telescopic Handrail	2.00-3.00m
Short Handrail	1.10m
Extra Short handrail	0.50m

Adjustable Foot	0.15-0.70m
Stubby Foot	0.15-0.35m
Top Winder Foot	0.15-0.20m