

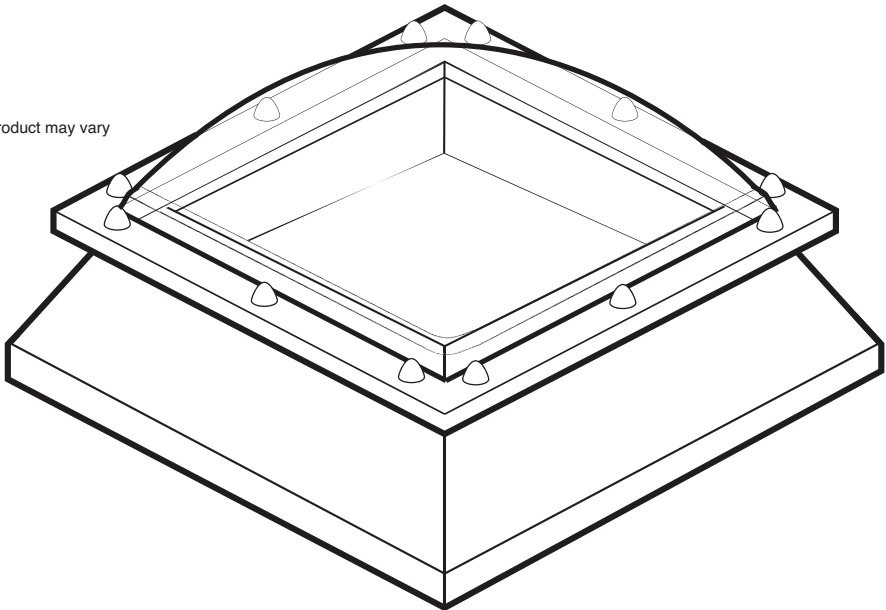
## INSTALLATION INSTRUCTIONS

# Rooflight

### These instructions should be used for:

- Installing Permanent Trickle Ventilation
- Constructing & Waterproofing a Timber Upstand Curb
- Installing PVC150V to Timber Upstand Curb
- Installing Continuous Weathering Cowl
- Installing Continuous Weathering Cowl with PVC Opening Frame
- Installing Continuous Weathering Cowl with Aluminium Access Hatch and Gas Struts
- Factory Installed PVC Opening Frame
- Installing Rooflight

Product may vary



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ISSUE 2

# Rooflight

## These instructions should be used for:

Installing Permanent Trickle Ventilation	See <b>01</b>
Constructing & Waterproofing a Timber Upstand Curb	See <b>02</b>
Installing PVC 150V to Timber Upstand Curb	See <b>03</b>
Installing Continuous Weathering Cowl	See <b>04</b>
Installing Continuous Weathering Cowl with PVC Opening Frame	See <b>05</b>
Installing Continuous Weathering Cowl with Aluminium Access Hatch and Gas Struts	See <b>06</b>
Factory Installed PVC Opening Frame	See <b>07</b>
Installing Rooflight	See <b>08</b>

***Please read carefully prior to installation. Contact your supplier if in any doubt.***

## Handling & Storage

While all rooflights and associated products are suitably packaged to avoid damage, care should be exercised when handling. For moving larger items, two or more people may be needed.

All Rooflights, curbs and accessories must be stored on a flat dry surface under cover prior to fixing. Rooflights should be stored on edge, not stacked horizontally and protected from the rain.

Rooflights should not at any time be left in direct sunlight until installation is complete. Heavy items should not be placed on top as this can lead to damage or distortion.

The HSE Publication Safety in Roofwork HSG33 gives good advice on the precautions of safe working practices and procedures that need to be adopted when working on roofs.

NOTE: High security fixings are supplied with all products and are designed to prevent subsequent removal.

## Maintenance

Whilst polycarbonate domes (red plastic caps) are deemed 'Non-Fragile', rooflights should be treated as fragile surfaces and should not be walked upon under any circumstances.

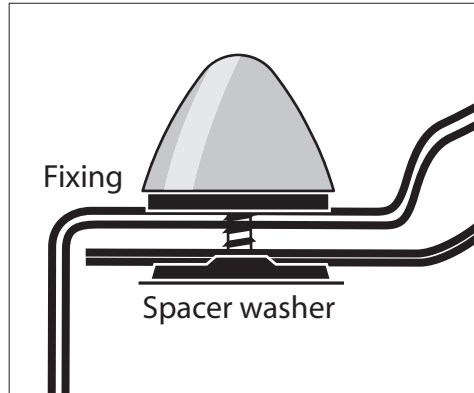
Check fixings, opening frames, ventilation and sealing tape where applicable once a year.

Avoid all contact with: Silicone, Wood Preservative, Adhesives and Sealing Tapes.

Remove tar stains with turpentine and rinse with plenty of water. Clean with mild soapy water (no abrasives) and always rinse with plenty of water. In normal weather and site conditions, only occasional cleaning is required. No other maintenance should be necessary.

## 01: Installing Permanent Trickle Ventilation (Spacer Washers)

These can be fitted with any of the above combinations. Before fixing rooflight, remove foam tape from underside of rooflight. Fix rooflight (as detailed elsewhere) with neoprene spacer washers between curb and rooflight at each fixing point.

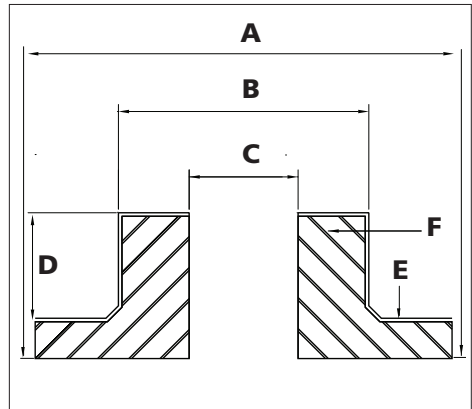


## 02: Constructing & Waterproofing a Timber Upstand Curb

Construct the upstand using 50mm thick timber to finish 150mm above finished roof level.

Upstand must be flat-topped (straight, level, square etc). Apply the waterproofing (in accordance with Manufacturers Recommendations) up and right across top of upstand to give a flat even surface.

Construct the upstand 60mm less than the overall rooflight size (stated on rooflight packaging).



### e.g. Size Ref No S7

<b>A</b> Overall Rooflight Size	960 x 960mm
<b>B</b> Overall Upstand Size (External)	900 x 900mm
<b>C</b> Internal Upstand Size (inc Lining)	800 x 800mm
<b>D</b> Minimum Height	150mm
<b>E</b> Waterproofing	
<b>F</b> Builders Kerb	

This will provide for a maximum water proofing thickness of 15mm all round.

**Note:** For asphalt in excess of 13mm thick, contact your supplier).

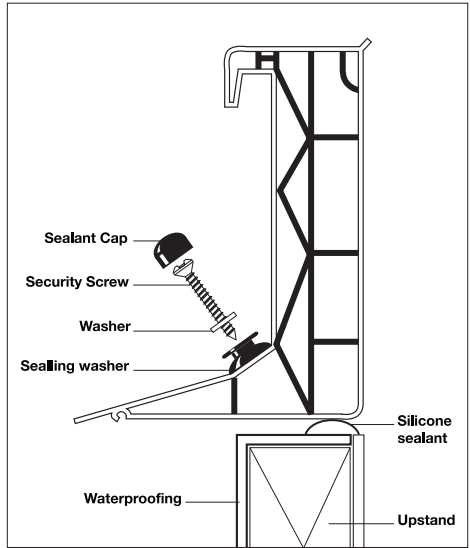
### 03: Installing PVC 150V Collar to Timber Upstand Curb

Upstand must be level and square (minimum of 150mm high). Bed the adaptor or collar onto the upstand using a generous bead of silicone sealant (not supplied) inside the fixing line.

Drill 6mm fixing holes in the bottom flange on angled face (use the same number of fixings as the dome) and remove swarf. Securely fix using sealer washers and caps and 75mm security screws\* supplied.

Apply a bead of silicone sealant (not supplied) to the internal joint of the unit and existing upstand.

**\*In some instances continuous weathering cowl will be partly assembled. See section 04-06**



### 04: Installing Continuous Weathering Cowl

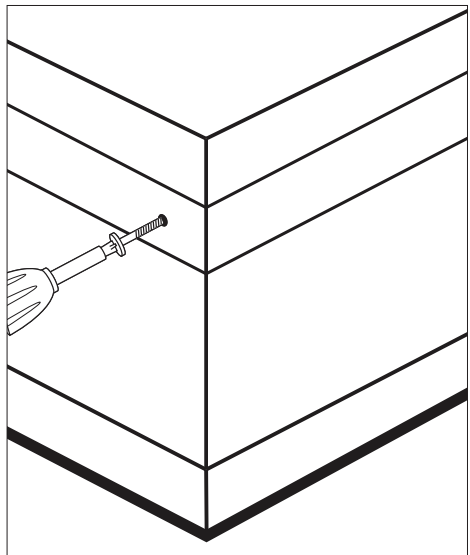
Unit will be supplied fully assembled, with weathering cowl part-screwed on for transit purposes.

To fix PVC collar, unit needs to be disassembled.

Remove 4 no temporary screws from around the edge of aluminium weathering cowl.

Fix PVC collar following section 03.

Re fix weathering cowl (keeping orientation the same) using screws provided in all holes.



## 05: Installing Continuous Weathering Cowl with PVC Opening Frame

Unit will be supplied fully assembled, with weathering cowl part-screwed on for transit purposes.

To fix PVC collar, unit needs to be disassembled.

Cut tie wraps and carefully open frame.

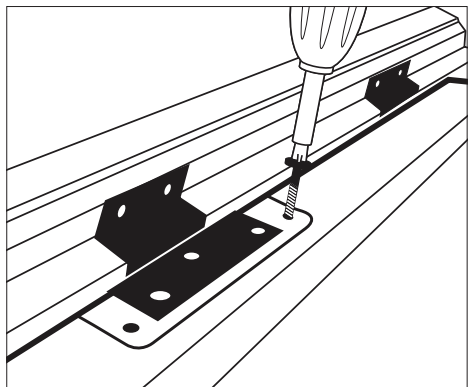
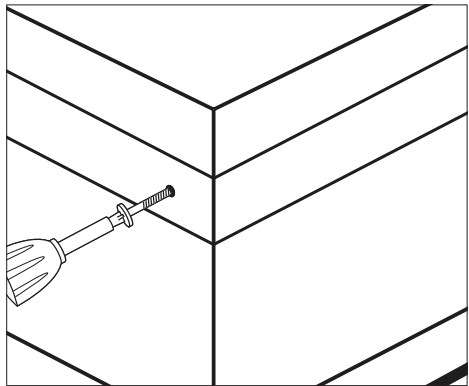
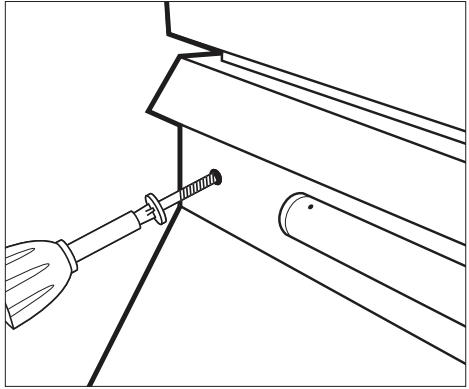
Remove 4 no temporary screws from around the edge of aluminium weathering cowl and hinge plates.

Fix PVC collar following section 03. Ensure correct orientation of hinges before fixing upstand.

Once collar is fitted refit weathering cowl and frame assembly taking note of orientation (hinges should be opposite motor bracket).

Completely fit weathering cowl using screws provided, to edge of unit and hinge plate.

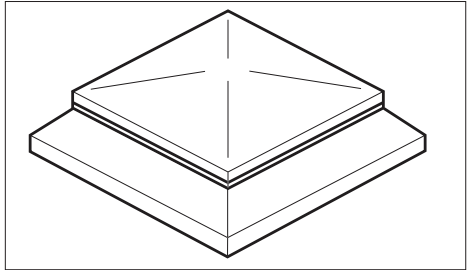
Use new tie wraps supplied to hold opening frame closed. **THIS IS EXTREMELY IMPORTANT TO PREVENT DAMAGE TO UPSTAND AND OPENING FRAME. DO NOT REMOVE TIE WRAPS UNTIL MOTORS ARE FITTED.**



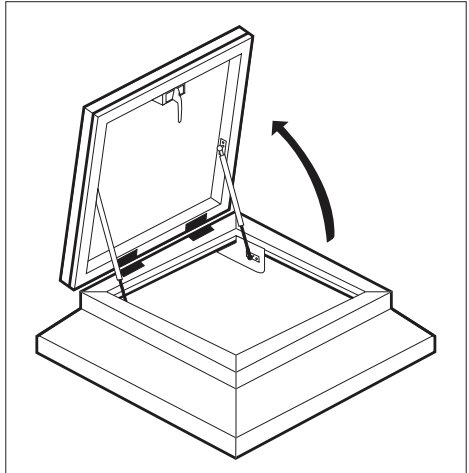
## 06: Installing Continuous Weathering Cowl with Aluminium Access Hatch and Gas Struts

Unit will be supplied fully assembled, with weathering cowl part-screwed on for transit purposes.

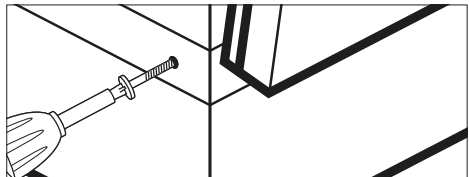
To fix PVC collar, unit needs to be disassembled. Due to the weight of unit it is strongly recommended that 2 people are used for this procedure.



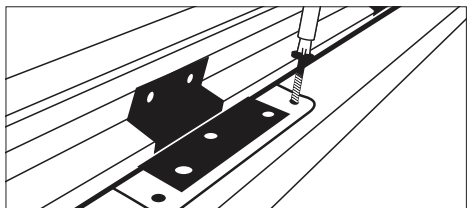
From underside release locking handle(s) and open unit. NOTE: One end of the strut is disengaged so hatch will not support itself.



Whilst access hatch is being supported remove all temporary screws from around the edge of aluminium weathering cowl and hinge plates.

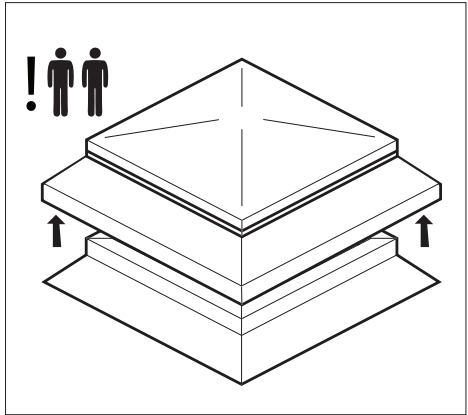


Also remove 4 temporary screws from each hinge bracket.



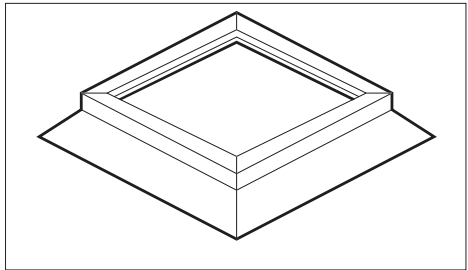
Complete assembly can then be removed from PVC upstand with two people.

Fix PVC collar following. Ensure correct orientation of hinges before fixing upstand.

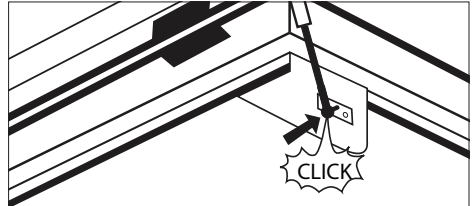


Once fitted, lower access hatch and weathering cowl back into position ensuring that locking handle(s) is lined up with latch.

Completely re-fit weathering cowl using screws provided, around edge and in hinge plate(s). ENSURE ALL SCREWS ARE FITTED.



With hatch held in the open position, connect struts to opening frame by applying pressure to joint (they will click into place and hold automatically). Hatch will now be supported in upright position.



## 07: Factory Installed PVC Opening Frames

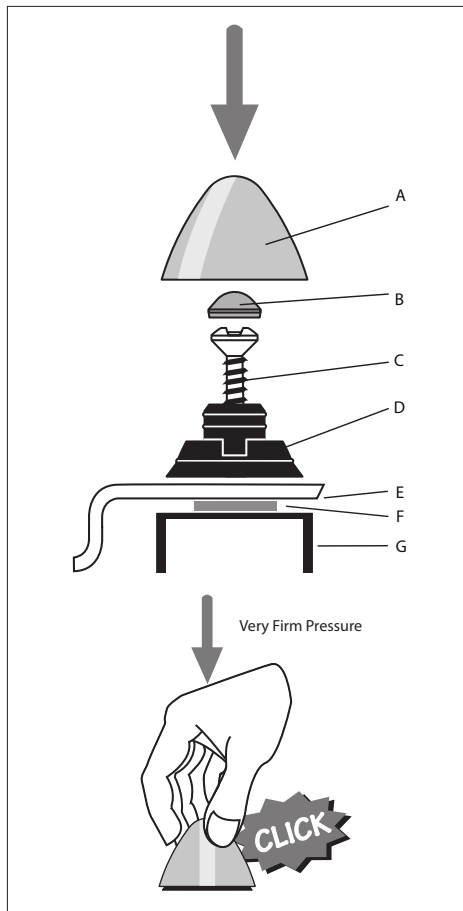
For opening ventilation (manual or electric). Clip the opening spindle into the mounting brackets. Adjust as necessary using the inner spindle to give the correct closed position (see instructions on spindle packaging). **Ensure spindle is aligned vertically before fixing dome.**

For opening access hatch, operate the locking handle using the key supplied and adjust the knurled friction controls on struts according to dome weight, and site conditions. **In the case of gas assisted struts this adjustment is not necessary.**

## 08: Installing the Rooflight

Evenly position rooflight on to the waterproofed upstand or frame. Securely fix the rooflight using security screws\* supplied. For PVCu, GRP or timber no pilot drilling is required. **Do not overtighten.** Install anti burglar cap. Locate the coloured weather cap onto the black screwbolt body then press the coloured cap downwards **very firmly** to fully locate (when correctly located a distinctive click will be heard).

\* For fixing to existing upstands other than timber (e.g. Concrete) Use fixings with an appropriate plug (not supplied). However, because site conditions are clearly beyond our control, it is the contractors responsibility to ensure fixings give adequate hold to existing upstand. If in any doubt, contact your supplier.



### Installation Parts

- A** Weather Cap
- B** Anti Burglar Cap
- C** Security one way screw (do not overtighten)
- D** Screwbolt Body
- E** Rooflight
- F** Foam Tape
- G** Upstand

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