

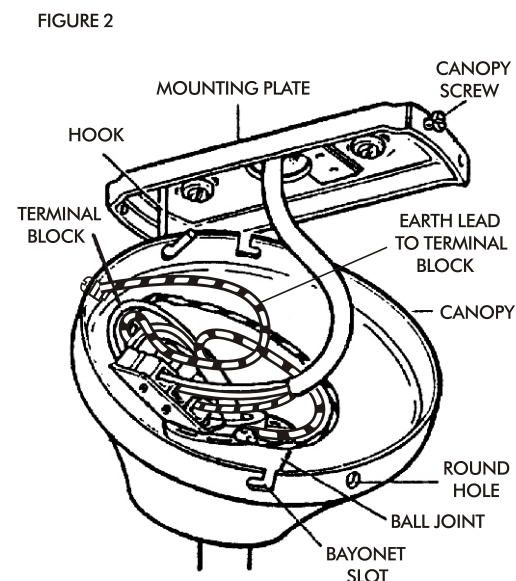
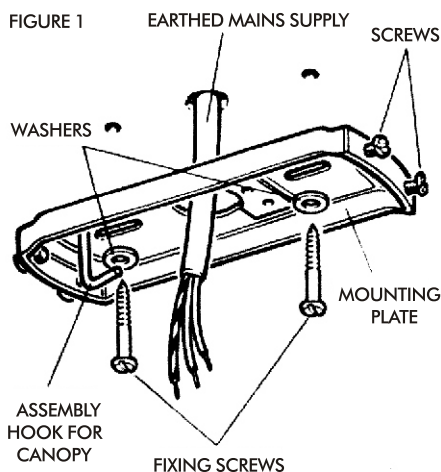
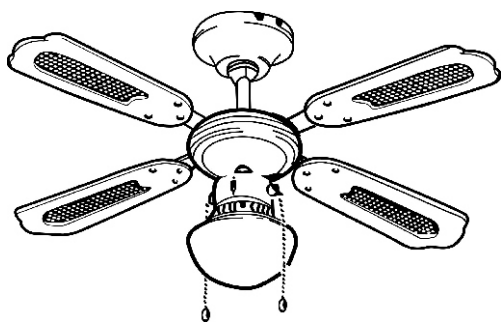
## **36" SCHOOLHOUSE FAN**

**430/6793(D) - WHITE**

**432/1273(D) - SILVER**

# ASSEMBLY & FITTING INSTRUCTIONS

## CEILING FAN



### IMPORTANT

Please read these instructions carefully before attempting to install this ceiling fan. It is also advisable to keep these instructions in a safe place for future reference. Before installing and using this ceiling fan, read the list of do's and don'ts on page 3.

### CAUTION

Do not use the ceiling fan and open gas heating appliances in the same room at the same time. It is important that the correct electrical connections are made and that the mounting plate is fitted to an adequate ceiling support. Ceiling fans are heavy, so it is important that they should be suspended securely. If in any doubt about the installation of this product consult a qualified electrician.

This product must be installed in accordance with national building regulations.

### LOCATION

When deciding on the location for your ceiling fan make sure that there will be plenty of room for the rotation of the fan blades and that no obstacles are likely to get in their way. The distance between the fan blades and the floor should be at least 2.3 metres (7 1/2 feet).

### UNPACKING

Remove the upper polystyrene cover from the box. Take the motor out of the box and place it on the polystyrene cover, or on a soft padded surface to protect it during the installation procedure.

### CEILING FAN CONTENTS LIST

- 1 x Mounting plate
- 2 x Mounting plate fixing screws and washers
- 4 x Mounting plate screws and washers
- 1 x Ceiling canopy
- 1 x Fan body with pre-fitted downrod
- 4 x Reversible fan blades
- 4 x Fan blade holder arms
- 13x Screws, washers and nuts for fitting blade to holder arms to fan blade
- 8 x Screws and washers for fitting blade holder arms to fan body
- 1 x Lamp shade
- 3 x Lamp shade securing screws
- 1 x Pull chain for speed control with
- 1 x Pull chain for light control

### TOOLS AND MATERIALS REQUIRED

- Crosshead and slotted screwdrivers
- Step ladder
- Insulating tape
- 40W BC bulb

### INSTALLING THE MOUNTING PLATE

1. Unscrew the four screws on the ceiling canopy to release the mounting plate. (See figure 1). Secure the mounting plate to a ceiling joist, or equally secure ceiling structure using the two wood fixing screws and washers supplied. The support for the mounting plate must be capable of safely and securely holding the moving weight of the fan. Note that additional strengthening of the joist might be necessary.
2. For best fan performance and safety, make sure the mounting plate is fitted to a level ceiling joist or ceiling support. If the mounting position is not level, hard packing material should be used to make the plate level.

### INSTALLING THE FAN

3. Engage one of the screw holes at the top of the ceiling canopy with the hook on the mounting plate. (See figure 2.) With the fan suspended in this manner you can now make the appropriate electrical connections. See the CONNECTION TO THE LIGHTING CIRCUIT section below. In addition, the Green and Yellow Earth wire from the ball joint must be connected to the Earth terminal in the terminal block supplied.
4. When the electrical connections have been made, take the fan off the hook slide the ceiling canopy up the downrod, making sure that the ball joint groove engages with the ceiling canopy entry hole tab. Slide the bayonet slots on the ceiling canopy onto the screws at either end of the mounting plate, secure with the four screws provided (See figure 4.)

FIGURE 3

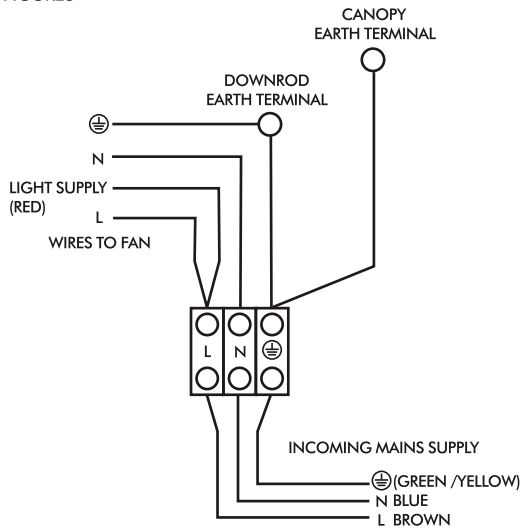


FIGURE 4

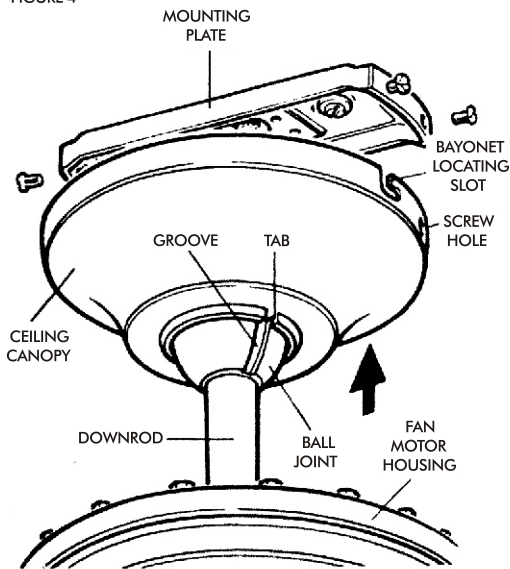
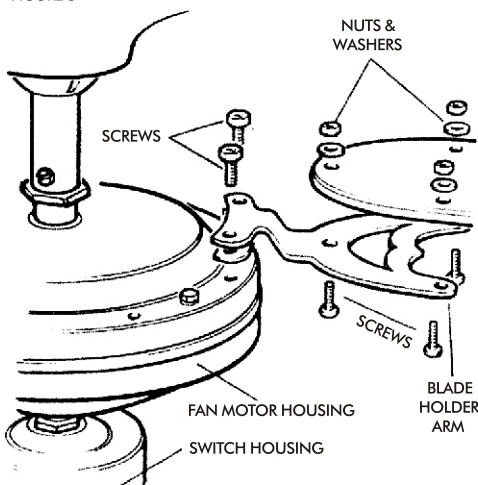


FIGURE 5



## CONNECTION TO THE LIGHTING CIRCUIT

Ensure electricity is switched off at the mains before installing or maintaining this fitting. The ceiling fan can be installed to operate in several different modes:

1. Fan controlled by pull switch, light controlled by pull switch.
2. Fan controlled by pull switch, light controlled by wall switch. (Not supplied).
3. Fan and light controlled by independent wall switches. (Not supplied).

Any switches connected to the ceiling fan must conform to the necessary British Standards.

If you are not sure how to wire the ceiling fan consult a qualified electrician. For the basic means of wiring the ceiling fan (mode 1 above) use the following procedure :

This ceiling fan must be installed in accordance with current IEE wiring regulations. Connect the wires from the lighting circuit to the terminal block connector using the following colour code for wiring (Figure 3).

Blue or black (Neutral) to the terminal marked N.

Brown or Red (Live) to the terminal marked L.

Green/Yellow or Green (Earth) to the terminal marked  $\oplus$

Ensure that earth terminal of the canopy is securely connected to the earth pole of the terminal block.

Ensure that all electrical connections are tight and that no loose strands are left out of the terminal block. Cover the terminal block with insulating tape.

**Warning:** If there are only two wires in your existing mains wiring, this means that there is no Earth. Under no circumstances should you wire up this fitting without using an Earth connection. Ask a qualified electrician to provide an Earth facility.

The power supply must incorporate a 5 amp fuse and must have means of a double pole disconnection with a separation of at least 3mm

## ASSEMBLY OF THE FAN BLADES

Note that the fan blades are reversible giving the choice of two different decorative finishes. Make your selection before assembling the blades.

1. Attach the fan blades to the blade holder arms. Three screws, washers and nuts supplied should be used to attach each blade to each blade holder arm (See figure 5.)
2. Attach the other end of the blade holder arm to the fan motor housing using two screws and washers supplied, for each blade holder arm (See figure 5.)

These screws should be firmly fitted and the blade holder arm must seat itself completely flush with the fan motor housing.

## SPEED CONTROL

A pull chain switch controls the three speed settings. The operation of the switch follows this order: OFF, HIGH SPEED, MEDIUM SPEED, LOW SPEED and OFF. (See figure 6.)

## REVERSE CONTROL

The fan must be switched off before this slide switch, located on the side of the switch housing is operated. (See figure 6.)

Switch upwards for REVERSE winter operation.

Switch downwards for FORWARD summer operation.

## INSTALLING LAMP SHADE

1. Insert 40W BC bulbs (not supplied) into the lampholders. Do not use a higher wattage lamp.
2. Secure lamp shade to the switch housing using the screws supplied. Be careful not to over-tighten these screws - hand-tighten only (See figure 7).
3. The light is switched on and off by the use of the pull chain switch on the side of the switch housing (See figure 6.)

## CLEANING

Wipe with a soft, dry cloth or use a soft brush to remove dust. Care should be taken that no water or moisture gets into the ceiling fan. Do not use water to clean the ceiling fan.

Do not use metal polish or abrasive cleaning materials on any part. A small amount of furniture polish can be used to clean the fan blades. When cleaning the fan blades do not apply too much pressure on them. It is recommended that you support the ends of the fan blades when you clean them.

The fan motor is permanently lubricated so it does not require additional oil or maintenance.

FIGURE6

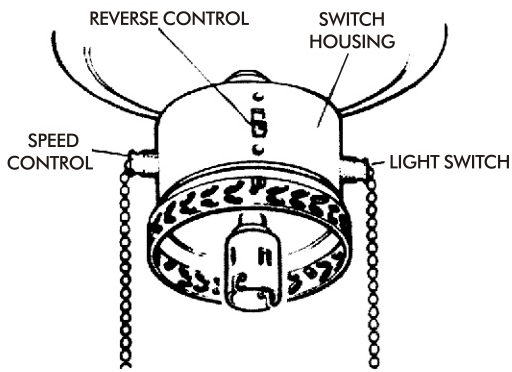
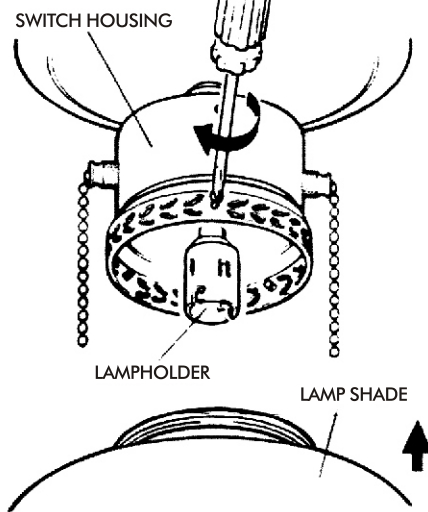


FIGURE7



## TROUBLE SHOOTING

Fan will not start

**CAUTION:** Make sure mains power is switched off before you carry out these checks.

1. Check the main and branch circuit fuses or contact breakers.
2. Check power supply wires to the fan are secure .
3. Check reverse switch is firmly in the up or down position.

Fan sounds noisy

Allow a break - in period of 24 hours. Most noises associated with a new fan will disappear after this period.

1. Check to make sure all screws to the fan motor housing are secure (but not over-tight).
2. Check mounting plate screws are tight and securely fitted to ceiling joist or ceiling support.
3. Check that the screws which attach the blade holder arms are tight.
4. Make sure the screws securing the lamp shade are finger tight. Check that the lamp is properly fitted to the lampholder.
5. A dimmer switch should not be fitted to this ceiling fan. If this ceiling fan is connected to a dimmer switch it will make noises when the fan light is switched off. Remove the dimmer switch.

Fan wobbles or shakes excessively

Please note that a small amount of wobble is natural and should not be considered a problem.

All blades are weighed and grouped by weight. Natural wood varies in density which could cause the fan to wobble even though all blades are weight matched. The following procedure should eliminate most of the wobble. Check for wobble after each step.

1. Check that fan blades are screwed firmly into the blade holder arms.
2. Check that all blade holder arms are tightened securely to the fan housing.
3. Most fan wobble problems are caused when blade tracking levels are unequal. Blade tracking may be checked simply by use of a length of timber. Place the timber vertically against the ceiling and even with the outside leading edge of the blade. Mark the distance of the edge of the blade to the ceiling. Turn the blades slowly by hand to check the remaining blades. If a blade is not in alignment, the blade holder arm may be gently bent up or down to be in-line with the other blades. Allow the fan to operate for ten minutes to check if this problem has been solved.
4. Make sure the mounting plate is securely fixed to the ceiling joist.
5. Check that the ball joint engages with the groove on the ceiling canopy.

## DO

- Do ensure that the ceiling joist or ceiling support will hold the moving weight of the ceiling fan.
- Do ensure that all electrical connections are in accordance with relevant safety and government regulations.
- Do use or consult a qualified electrician if you are uncertain about wiring this ceiling fan.
- Do use a qualified electrician for installation to a concrete ceiling.
- Do switch off the fan before using the reverse switch.

## DON'T

- Don't use the ceiling fan and open gas heating appliances in the same room at the same time, otherwise harmful gases might be circulated.
- Don't fit in rooms where the distance between floor and blades is less than 2.3m (7 1/2 ft). Allow at least 500mm between the blade tip and any wall or furnishings.
- Don't fit in bathrooms or areas where the fan might become wet.
- Don't insert anything into the fan blades when they are rotating.
- Don't use a dimmer switch with this ceiling fan. This could damage the dimmer and the fan.
- Don't use this fan with any speed control device as it could be a fire risk.
- Don't use the ceiling fan for any other purpose than that described in this instruction sheet.
- Don't modify or alter the ceiling fan.

IF IN ANY DOUBT CONSULT A QUALIFIED ELECTRICIAN

## SPECIFICATIONS

Fan 50W Light fitting 40W. Total 90W. 230V - 50Hz.

Specification subject to change without prior notice.

## REPAIRS

Do not attempt to repair this unit yourself. Repairs can only be made by qualified service personnel. Repairs by unqualified persons will invalidate the guarantee, and may result in accident or injury.



WASTE ELECTRICAL PRODUCTS SHOULD NOT BE DISPOSED OF WITH HOUSEHOLD WASTE. PLEASE RECYCLE WHERE FACILITIES EXIST.

CHECK WITH YOUR LOCAL AUTHORITY FOR RECYCLING ADVICE.