

## INSTALLATION INSTRUCTIONS

# Rooflight

### **These instructions should be used for:**

Installing Permanent Trickle Ventilation:

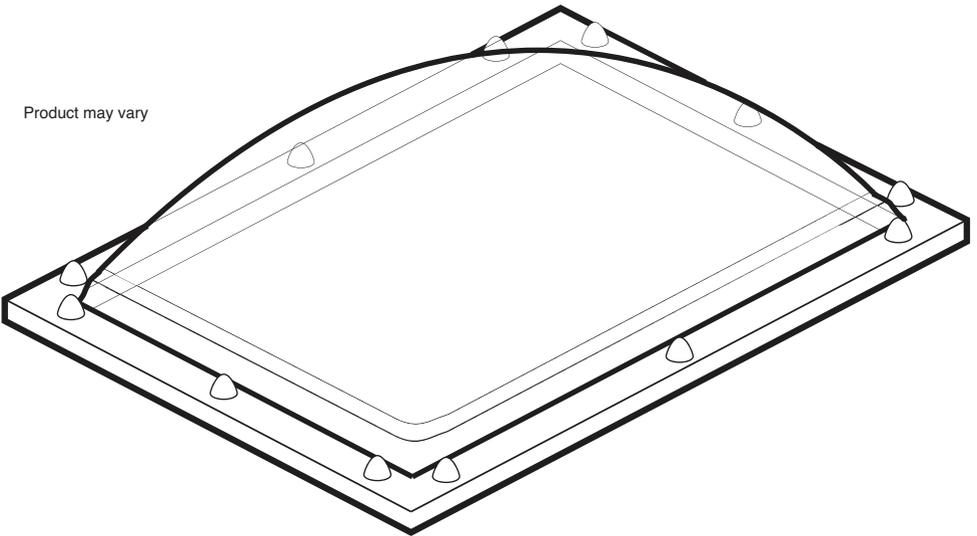
Constructing & Waterproofing a Timber Upstand Curb:

Installing & Waterproofing Proprietary Curb:

Factory Installed PVC Opening Frame:

Installing Rooflight:

Product may vary



# Rooflights

**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 & Waterproofing Proprietary Curb:	See <b>03</b>
Factory Installed PVC Opening Frame:	See <b>04</b>
Installing Rooflight:	See <b>05</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.

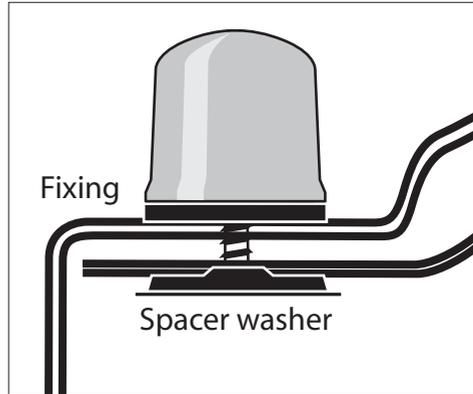
Check fixings, opening frames, ventilation and sealing tape where applicable once a year.

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.

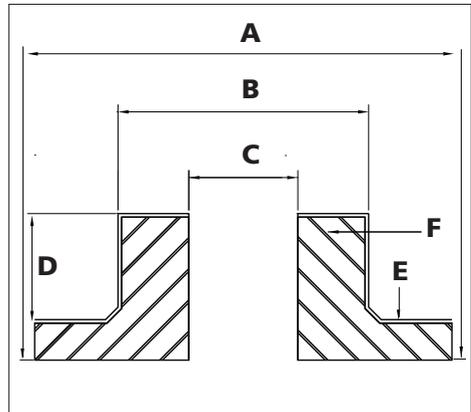


## 02: Constructing & Waterproofing a Timber Upstand Curb

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 & Waterproofing Proprietary Curb

### Installing

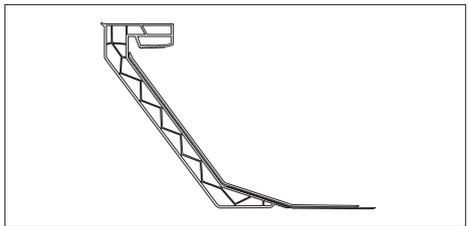
Drill and securely fix curb to roof aperture through the bottom flange, 100mm from each corner and at maximum 300mm centre's. Use very large headed fixings (not supplied), type and size as dictated by site conditions. Upstand curbs should be fixed to a structural component (i.e. not fixed through insulation).

The 150mm high curb should not be fitted below roof insulation. The 300mm high curb can be used with roof insulation up to 150mm thick (unvented) or up to 60mm thick (vented). If fitted with insulation in excess of the above recommendation a timber ground 75mm wide x required thickness should be provided around the roof aperture.

***If fitted with a PVC opening ventilation frame. See AO4.***

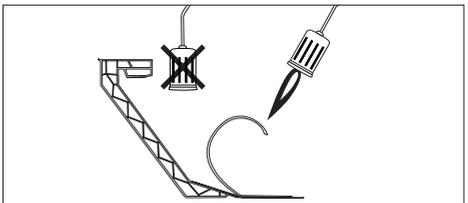
### Waterproofing

Apply the waterproofing (in accordance with Manufacturers Recommendations) up to the underside of the top flange. **(See Fig. 1)**. On vented 300mm high curbs the waterproofing must be neatly dressed around the ventilators and up to the underside of the top flange.



### Bitumen Felt and Torch-On Systems:

The Em-Curb should be primed and normal application techniques followed. For Torch-On the torch should be directed at the waterproofing and not directly at the Em-Curb **(See Fig. 2)**



**Single Ply Systems:** This may be solvent or heat welded and mechanically fixed to the Em-Curb, dependant on the type of membrane. ***Refer to Supplier for further information.***

**Asphalt:** The Em-Curb should be primed and expanded metal lathe (EML) metal should be affixed using 10mm maximum length staples. The first coat of asphalt should be applied cooler than usual (approx 180°). This layer should be as thin as practically possible. Due to the insulating properties of the upstand the heat cannot dissipate quickly and it is necessary to allow the first coat to cool completely before applying successive coats which can be at normal temperatures and thicknesses.

## 04: Factory Installed PVC Opening Frames

It may be necessary to remove factory installed PVC opening frames (to assist waterproofing of proprietary curbs or to simplify installation of curb adaptors. Due to its quick assembly hinge design, this is a simple operation. The frame should be opened to approximately 135°, at which point the upper and lower hinge plates unlock, and lift off.

To refit, hold frame at approx 135° and locate upper and lower hinge plates correctly, i.e. the upper hinge plates should be housed completely within the lower hinge plates. Carefully close. Inspect the hinges to check that they are securely locked together.

### **Note:**

***Some factory fitted opening frames cannot be removed easily (access hatches, smoke vents etc.). Frame should be held in the open position whilst fitting adaptor and collar, or waterproofing proprietary curb on 3 accessible sides. Frame should then be closed. If supplied with proprietary curb, waterproofing should be completed with extreme care to 4th side.)***

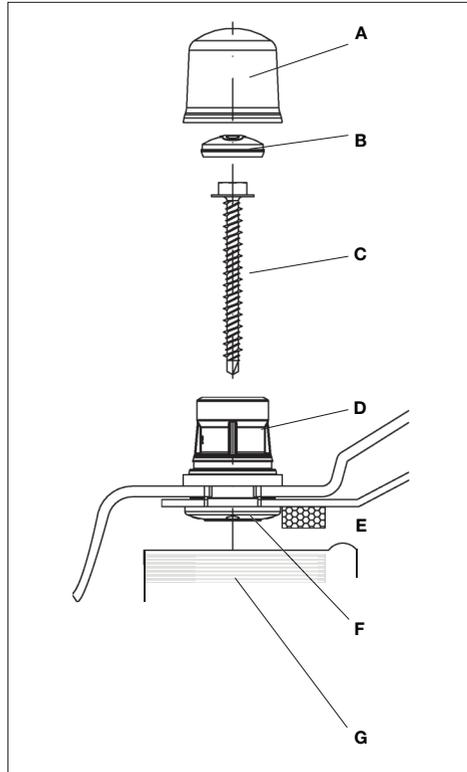
For opening ventilation (manual or electric). Clip the opening spindle into the mounting brackets. Adjust as necessary using the inner spindle to give the correct closed position (see instructions on spindle packaging). ***Ensure spindle is aligned vertically before fixing dome.***

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.**

## 05: 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** Foam Tape
- F** Screwbolt Lower Part
- G** Upstand



