

Use the Sleepform  
User Instructions  
and get the  
most out of your  
Sleepform System

**LECKEY<sup>®</sup>**  
sleepform



**The Leckey Sleepform is a sleep system which has been designed for children with special needs for use in the home, in hospital or respite care centre.**

**The four Sleepform Systems accommodate children from the ages of 0-18 years in cots or single beds.**

**① 0-1 years - cot**

**② 1-5 years - cot**

**③ 1-5 years - single bed**

**④ 5-18 years - single bed**

**Product Training Record  
(Parents, Teachers & Carers)**

Your Leckey product is a prescribed Class 1 Medical Device and as such Leckey recommend that parents, teachers and carers using the equipment should be made aware of the Safety Information section of this user manual by a technically competent person.

Leckey recommend that a written record is maintained of all those who have trained in the use of this product.

**Product History Record**

Your Leckey product is classified as a Class 1 Medical device and as such should only be prescribed setup or reissued for use by a technically competent person who has been trained in the use of this product. Leckey recommend that a written record is maintained to provide details of all setups, reissue inspections and annual inspections of this product.

**Safety Information**

1. Always read instructions fully before use.
2. Ensure that you have carried out an in depth risk assessment before issuing the Sleepform to your client.
3. Always place the Airflow Mattress on top of the Sleepform Mattress as the PVC material is not breathable and could present a suffocation hazard to the user.

4. Ensure parents and carers are clear about any potential hazards identified during the risk assessment.

5. Only use Leckey approved components with your product. Never modify the product in any way. Failure to follow instructions may put the user or carer at risk and will invalidate the warranty on the product.

6. If in any doubt to the safe use of your Leckey product or if any parts should fail, please cease using the product and contact our customer services department or your local dealer as soon as possible.

7. Leckey products comply with safety regulations in accordance with EN12182 and the Medical Devices Regulations 2002.

8. Clean the product regularly in accordance with our cleaning instruction outlined in this document. Do not use abrasive cleaners. Carry out maintenance checks on a regular basis to ensure your product is in good working condition.

9. The product is designed for domestic indoor use and when not in use should be stored in a dry place that is not subjected to extremes of temperature. The safe operating temperature range is +5 to +40 deg Celsius.



### Choosing the sleep position

All decisions are best made between the parents and the child's therapist.

The primary considerations are your child's health and safety, their tolerance of a new position or support and how their sleeping position compliments their 24 hour postural care programme.

Your child may have an established sleep posture that they are used to and this may be the posture you decide to adopt for the sleep system.

Equally your therapist may wish to try another position for health or postural reasons.

Your child's safety is a primary concern and is particularly important when considering night time positioning. While it is a relatively new therapy night time positioning has been shown to be beneficial to many especially from the work carried out by John and Liz Goldsmith. However it is fundamentally different from day time positioning.

Since the user is positioned at night they will be left unattended for long periods and therefore the assessment, prescription, setup and maintenance of the product is key. Leckey recommend that a thorough risk assessment is carried out for every individual using night time positioning equipment (refer to BS EN ISO 14971 for further guidance on carrying out a risk assessment). Parents and carers need to be fully trained in the safe use of the product and made aware of any potential hazards identified during the risk assessment.

### Level of support and component selection

Once you have decided the posture you wish to use you then need to consider the level of support your child will need to maintain this position.

For a cradling effect, the Leckey Sleepform Mattress can be moulded to your child's exact shape or cavities can be left if you wish gravity to assist in adopting a relaxed posture once asleep.

This may be to correct an asymmetry, more usually seen in Side lying.

If your child only requires minimal support you may choose to use only the cushioned Chest & Hip and Leg & Knee Guides.

These are particularly useful if your child sometimes moves out of a good position during the night and finds it difficult to recover by themselves.

These elasticated supports can permit a degree of freedom and help them stay in a comfortable and beneficial posture.

The systems are easy to change and components can be added and removed easily.

Supports should be chosen to provide the minimum support as required.

A new experience can be challenging and during a number of our trials we found that for some children the system needed to be introduced gradually over a number of weeks before it was accepted.

One parent placed their child in the system each evening and only used the Leg & Knee Guides during story time. After a couple of weeks the child became familiar with the supports and fell asleep with them on.

Patience is very important in this area as your child needs to be relaxed and comfortable before they will sleep.

## Preparing to set up your sleep system.

### Sleepform



work in exactly the same way, both for use in a cot or on a bed.



### Sleepform Mattress

The Sleepform Mattress has proven to be very successful where your child would benefit from a cradling type of support.

It is a mouldable cushion and can be formed to your child's contours quickly and easily.

It can be changed and re-formed time and time again.

Once you have set it up it will retain its form for months or until you choose to change it.

The cushion is air tight and contains beads which will form and retain its shape when you remove the air using the pump provided.



### Safety warning

**Always place the Airflow Mattress on top of the Sleepform Mattress as the PVC material is not breathable and could present a suffocation hazard to the user.**





### How to mould the Sleepform Mattress

It is worth taking a little time to practice moulding the Sleepform Mattress before setting it up for your child.

Set the bag on a table or bed.

Attach the pump to the nozzle and open the valve. Using the hand pump extract some air out. The slower you pull the handle the quieter it will be. As you extract air you will feel that the mattress begins to become less flexible.

Evacuate some more air - see how the mattress begins to retain its shape as you remove the air. Eventually the mattress will become firm. To retain it's shape close the valve and remove the pump.

Our experience shows us the mattress is easier to mould if you have evacuated some air first. This will compress the beads slightly and allow them to retain some form while you are moulding it around your child.

Always remember more air can be let back into the bag at any time to make it more flexible and easier to mould. To do this close the valve, remove the pump and momentarily opening the valve again allowing air back into the mattress.

Experiment with this so you are confident in moulding the mattress.

Once all the air is removed, the mattress will be rigid and the beads will become more visible on the outer surface.

We recommend you check the Sleepform mattress daily and remove air occasionally if you find it is getting soft.

### Positioning the Sleepform Mattress on the bed

Set the Sleepform Mattress in the area where you will need the support. The Mattress is designed in a "U" shape so that one end has beads in it to aid with positioning. This is the end the valve is attached to.

Place the bag in the middle of the bed with the channel in the middle.

Where you want to provide a pommel for leg abduction you can keep the air valve towards the middle of the bed.

Alternatively, if you wish to focus on head positioning, you can position the bag with the valve to the top of the bed.



### Air-flow Mattress

The Air flow Mattress is always used when you use the Sleepform Mattress. This is because the Sleepform Mattress is air tight and is a firm support surface and could present a suffocation hazard to the user.

The Air-flow Mattress has an open celled structure that provides a comfortable cushion where air can flow freely and prevents heat build up and pressure points.

Place the Air flow Mattress on top of the bed covering the Sleepform Mattress.

Consider which other supports you wish to try.

Knowing your child's dimensions, place the attaching belts under the bed mattress approximately where you need the supports for Chest, Hip, Leg and Knee support.

The receiving clips should be easily reached to attach the supports during the assessment process.

### Setting up the sleep system using the Sleepform Mattress.

Using the Sleepform Mattress and any attaching belts in place you are now ready to place your child into the bed.

Leave the Air-Flow mattress to the side for now. Having practised with the Sleepform Mattress you may wish to evacuate some air and create an initial loose form before you place the user into the product

If you are assessing the cushioned supports clip them into place now – this is so a channel can be created to accommodate the straps when the Sleepform is being moulded.

Place your child in the bed in the posture you wish them to sleep in.

Take your time as this may be a new position to them and they may need time to relax into this position.

To start, mould the Sleepform Mattress into a rough form pushing the support into the areas it is needed. The forming of the mattress can be used for accommodation or correction of the child's posture.



Continue extracting the air.

Continue moulding the support at the sides. Once you have the desired shape or support close the valve and remove the pump. Then remove the child from the mattress.

While the child is out you can contour the form or mould some cavities for your child to relax into. To do this open the valve for 5 seconds and allow some air back into the Sleepform Mattress.

You can then mould any specific cavities to allow extra comfort around any potential pressure points or create prompts to assist with passive correction while the child is resting. Also this allows extra space to make room for the Air-Flow Mattress.

Once you are happy with the shape, reattach the pump, open the valve and extract the last air to make the support rigid again. Close the valve and remove the pump.

Place the Air-Flow mattress over the Sleepform, pushing it down into the cavity.

Fit a standard sheet over the Sleepform and the Air flow mattress – for a single bed you may have to use a double bed size sheet and for a cot you may need to use a single bed size sheet – this will depend on the components being used.

Then place your child back onto the bed.

Make sure the Sleepform Mattress is not moulded too tightly around your child. If it is too tight you may have to open the valve and allow some air into the mattress again.

Always remember to extract the air again once the desired shape has been achieved and finally close the valve and remove the pump.

### Setting up the Cushioned Support Guides

You can choose to fit the Cushioned Chest and Hip Guides in one of two directions.

Attaching them with the elasticated belt to the upper side will offer more support whilst fitting them the other way up will give your child more freedom and room to move.

They can be reversed at any time.

Wrap them securely around your child. They contain the same polyester wadding as the Air-flow Mattress which is soft and comfortable and won't let heat build up.

By tensioning the straps using the buckles at the side of the bed you can control the range of movement you allow your child.

The Cushioned Leg and Knee Guides can attach in the same way as the Cushioned Chest and Hip Guides where they can provide a range of support and freedom.

They can adjust in width to help position your child's legs in a comfortable position.

You may wish to use more than one of each set of guides to provide comfortable postural support.



### Safety Warning

**Always ensure the straps are attached securely and do not present a hazard to the user. Ensure their suitability is assessed as part of the initial product risk assessment.**





Knee Rolls are available in two sizes for the Size 1 & 2 system and 2 sizes for the Size 3 & 4 system and can be placed beneath your child's knees to maintain a flexed position. The can be positioned either above or below the Air-Flow Mattress.

If your child is sleeping on their side they may use the Air-flow Knee Pillow between their knees to keep them in a comfortable and symmetrical position.

Record the position of the various supports on the **Sleepform Record Card** provided.

We recommend you use a fitted sheet over the Sleep System for everyday use.

This is designed to record your child's sleeping habits over the first few months and can be used to inform your therapist about your child's sleep patterns and habits. It can also be used to record a change in your child's sleeping position.

The temperature control is a new technical fabric which has been designed to help regulate temperature. The unique wax cells absorb heat and keep you cool but they also store this heat and will keep you warm if you get too cold.

## Washing Instructions

The whole component can be placed in the washing machine and washed at 40 degrees Celsius.

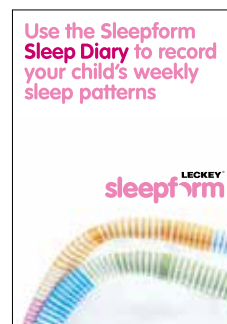
To remove the outer covers open the zip, the inner cover can also be removed. These can be machined washed at 40 degrees.

Additional or replacement covers are available.

Wipe clean with soap and warm water.

If necessary to disinfect, wipe the complete pillow with a solution containing 70% alcohol or the disinfectant Lysetol AF.

The temperature control sheet can be machine washed at 60 degrees Celsius.



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Review for week ending:

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| Saturday  |   |   |   |
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Review for week ending:

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| Saturday  |   |   |   |
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### **Daily Product Inspection (Therapists, parents & carers)**

We recommend that daily visual checks of the equipment are carried out by therapists, carers or parents to ensure the product is safe for use. The recommended daily checks are detailed below.

1. Check that the product is clean and there are no signs of soiling.
2. Check that all fabrics, webbing, Velcro and plastic buckles are in good condition and do not show signs of wear and tear or fraying.
3. Check the sleepform mattress is air tight; by extracting the air and does not lose its shape after the valve has been closed.
4. Check the Sleepform mattress for scratches, scores or punctures. Seal any holes with the repair patches supplied with the product.

Holes can be found by visual inspection or by covering the surface of the pillow with soapy water and watching for air bubbles. If a hole has been found clean the area and let it dry.

Select a patch and put glue on it and on the area around the hole.

Wait for 2 minutes and firmly press the patch over the hole ensuring that no air remains under the patch.

The bond will be complete after 24 hours.

**DO NOT FULLY IMMERSE THE SLEEPFORM MATTRESS.**

### **Annual Product Inspection (Therapist, Technician, Leckey Product Advisor, Dealer)**

Leckey recommend that each product should be subject to a detail inspection at least once a year and every time the product is reissued for use. This inspection should be carried out by a technically competent person who has been trained in the use of the product and should include the following checks as a minimum requirement.

1. Check that the product is clean and there are no signs of soiling.
2. Check that all fabrics, webbing, Velcro and plastic buckles are in good condition and do not show signs of wear and tear or fraying.
3. Check that all buckles lock securely when clipped together.
4. Check the sleepform mattress is air tight; by extracting the air and does not lose its shape after the valve has been closed.
5. Check the valve on the Sleepform mattress is working properly.
6. Check the Sleepform mattress for scratches, scores or punctures. Seal any holes with the repair patches supplied with the product.

Holes can be found by visual inspection or by covering the surface of the pillow with soapy water and watching for air bubbles.

If a hole has been found clean the area and let it dry.

Select a patch and put glue on it and on the area around the hole.

Wait for 2 minutes and firmly press the patch over the hole ensuring that no air remains under the patch.

The bond will be complete after 24 hours.  
**DO NOT FULLY IMMERSE THE SLEEPFORM MATTRESS.**

7. Check the airflow mattress is intact and that the cushion is even and flat and that has not gathered in within the cover.

### **Re-issuing Leckey Products**

Most Leckey products are assessed and ordered to meet the needs of an individual user. Before reissuing a product we recommend that the therapist prescribing the product has carried out an equipment compatibility check for the new user and has ensured that the product being re-issued contains no modifications or special attachments.

A detailed technical inspection should be carried out on the product prior to re-issuing. This should be carried out by a technically competent person who has been trained in the use and inspection of the product.

Ensure the product has been cleaned thoroughly in accordance with the cleaning and care section of this manual.

Leckey recommend that a written record is maintained of all product inspections carried out during the reissue of the product.

If in any doubt to the continued safe use of your Leckey product or if any parts should fail, please cease using the product and contact our customer service department or your local dealer as soon as possible.

### **Product Servicing**

Servicing of all Leckey products should only be carried out by technically competent persons who have been trained in the use of the product.

# Technical Information

| Product & Accessory codes                                                                                                                                                                            |          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| Sleepform Kit Size 1                                                                                                                                                                                 | 110-1634 |
| Sleepform Kit Size2                                                                                                                                                                                  | 110-2634 |
| Sleepform Kit Size 3                                                                                                                                                                                 | 110-3634 |
| Sleepform Kit Size 4                                                                                                                                                                                 | 110-4634 |
| (includes Sleepform mattress, chest/hip guide, leg/knee guide and air flow mattress.)                                                                                                                |          |
|                                                                                                                                                                                                      |          |
| Therapist Assessment Kit (Sizes 1& 2)                                                                                                                                                                | 110-2635 |
| (includes Chest/hip guides, leg/knee guides, air flow knee pillow, small & large knee rolls, air flow mattress, sleepform mattress.)                                                                 |          |
|                                                                                                                                                                                                      |          |
| Therapist Assessment Kit (Sizes 3&4)                                                                                                                                                                 | 110-3635 |
| (includes Chest/hip guides, leg/knee guides, air flow knee pillow, small & large knee rolls, air flow mattress, sleepform mattress.)                                                                 |          |
|                                                                                                                                                                                                      |          |
| Therapist Assessment Kit (Sizes 1-4)                                                                                                                                                                 | 110-1636 |
| (includes all sizes of chest/hip guides, leg/knee guides, air flow knee pillow, small & large knee rolls air flow mattress, sleepform mattress. All of the above comes with an extra sleepform bag.) |          |

| Product & Accessory codes                                      |          |
|----------------------------------------------------------------|----------|
| Chest/Hip Guide                                                | 110-1601 |
| Leg/Knee Guide                                                 | 110-1602 |
|                                                                |          |
| Chest/Hip Guide                                                | 110-2601 |
| Leg/Knee Guide                                                 | 110-2602 |
| Air Flow Knee Pillow                                           | 110-2603 |
| Knee Roll Large                                                | 110-2604 |
| Knee Roll Small                                                | 110-2605 |
| Air Flow Mattress                                              | 110-2606 |
| Cot Attachment Strap                                           | 110-2609 |
| Cot Fitted Sheet x 2                                           | 110-2608 |
|                                                                |          |
| Chest/Hip Guide                                                | 110-3601 |
| Leg/Knee Guide                                                 | 110-3602 |
| Air Flow Knee Pillow                                           | 110-3603 |
| Knee Roll Large                                                | 110-3604 |
| Knee Roll Small                                                | 110-3605 |
| Air Flow Mattress                                              | 110-3606 |
| Single Bed Attachment Strap                                    | 110-3609 |
| Single Bed Fitted Sheet x 2                                    | 110-3608 |
| Chest/Hip Guide                                                | 110-4601 |
| Leg/Knee Guide                                                 | 110-4602 |
| Sleepform Mattress (includes mattress, pump and sleepform bag) | 110-3607 |
| Sleepform Pump                                                 | NTL20    |
| Sleepform Bag                                                  | 10-3633  |
| Temperature Control Sheet Sizes 1 & 2                          | 110-2636 |
| Temperature Control Sheet Sizes 3 & 4                          | 110-3636 |
| Waterproof Mattress Protector                                  | NTL27    |

## Dimensional & Technical Data

| Product Dimensions            |               |                                            |                    |
|-------------------------------|---------------|--------------------------------------------|--------------------|
| Component                     | Size          | Dimension mm (Inches)                      |                    |
| Sleepform Mattress            | One size      | 950 X 950mm (37.25" X 37.25")              |                    |
| Airflow Mattress              | 1 & 2         | 960 X 1180 X 15mm(3775" X 46.5" X 0.6")    |                    |
|                               | 3 & 4         | 1000 X 2000 X 30mm (39.4" X 78.75" X 1.2") |                    |
| Airflow Knee Pillow           | 1 & 2         | 230 X 330 X 60mm (9" X 13" X 2.4")         |                    |
|                               | 3 & 4         | 450 X 650 X 60mm (17.7" X 25.6" X 2.4")    |                    |
| Knee Roll                     | 1 & 2 Small   | 140 X 50 X 500mm (5.5" X 2" X 19.7")       |                    |
|                               | 1 & 2 Large   | 140 X 100 X 500mm (5.5" X 2" X 19.7")      |                    |
|                               | 3 & 4 Small   | 195 X 75 X 900mm (7.7" X 3" X 35.4")       |                    |
|                               | 3 & 4 Large   | 195 X 125 X 900mm (7.7" X 5" X 35.4")      |                    |
| Cushioned Chest & Hip Guides  |               | min – max (mm)                             | min – max (inches) |
| 1                             | Width         | 115 - 160                                  | 4.6 – 6.6          |
|                               | Circumference | 345 - 485                                  | 13.8 – 19.4        |
| 2                             | Width         | 160 - 196                                  | 6.4 – 7.8          |
|                               | Circumference | 478 - 601                                  | 19.1 - 24          |
| 3                             | Width         | 160 - 196                                  | 6.4 – 7.8          |
|                               | Circumference | 478 - 601                                  | 19.1 - 24          |
| 4                             | Width         | 175 - 328                                  | 7 – 13.1           |
|                               | Circumference | 550 - 1007                                 | 22 – 40.2          |
| Cushioned Leg & Knee guides   |               | min – max (mm)                             | min – max (inches) |
| 1                             | Circumference | 137 - 271                                  | 5.5 – 10.8         |
| 2                             | Circumference | 181 - 322                                  | 7.2 – 12.8         |
| 3                             | Circumference | 181 - 322                                  | 7.2 – 12.8         |
| 4                             | Circumference | 230 - 553                                  | 9.2 – 22.1         |
|                               |               |                                            |                    |
| Under mattress Straps         | 1 & 2         | 630mm (24.8") Strap length                 |                    |
|                               | 3 & 4         | 1020mm (40.2") Strap length                |                    |
| Temperature Control Sheet     | 1 & 2         | 810 X 1220mm (32.4" X 48.8")               |                    |
|                               | 3 & 4         | 1000 X 2000mm (40" X 80")                  |                    |
| Waterproof Mattress Protector | One size      | 860 X 760mm (34" X 30")                    |                    |

## Technical Considerations

| Medical Devices Regulations 2002                                                                       |                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Component                                                                                              | Complies                                                                                                                                                                                                                                                                |
| <b>Sleepform Mattress</b>                                                                              | BS-EN 1021-1 and 2; 1994<br>BS EN 597-1:1995<br>BS EN 597-2:1995<br>BS 7177:1996<br>Complies with NHS Firecode Document HTM 87                                                                                                                                          |
| <b>Knee Rolls</b>                                                                                      | BS EN ISO 12952-2 :1999 clause 3.3.4 (Pillows/Bolsters)                                                                                                                                                                                                                 |
| <b>Air Flow Mattress</b><br><b>Air Flow Knee Pillow</b>                                                | BS EN 597-1 :1995                                                                                                                                                                                                                                                       |
| <b>Inner Cover</b>                                                                                     | BS7175:1989:Sect.3, Ignition sources 0,1,5<br>100% Vapour Permeable<br>Does not contain Latex                                                                                                                                                                           |
| <b>Outer Cover</b><br>(100% Brushed Cotton)                                                            | 100% Vapour Permeable<br>Does not contain Latex                                                                                                                                                                                                                         |
| <b>Foam</b><br>Knee Roll                                                                               | All foam used is CMHR (combustion modified high resilience)<br>and complies with BS 5852, part 2, ignition source 5 and<br>CAA Spec 8 Issue 2 Part 2.2b<br>Foam is class V (BS3379).                                                                                    |
| <b>Fibre</b><br>Air Flow Mattress,<br>Air Flow Knee Pillow,<br>Leg & Knee Guides<br>Chest & Hip Guides | <b>Inherently low flame response –</b><br>Schedule 2 Part 1 The Furniture and<br>Furnishings (Fire) (Safety) Regulations 1988<br>(based on BS 5852:1982 Part 2)<br><b>Performance Requirements for Air Flow -</b><br>BS 6595 : 1985 : Clause 3.3<br>BS 4578 : 1970 (91) |
| <b>Maximum User Weight</b><br>Size 1&2 Air Flow Mattress<br>Size 3&4 Air Flow Mattress                 | 19kg (42 lbs)<br>76kg (167.2 lbs)                                                                                                                                                                                                                                       |
| <b>Cleaning Cycles</b>                                                                                 | There are no restrictions on the number of cleaning<br>cycles for this product                                                                                                                                                                                          |
| <b>Product Warranty</b>                                                                                | 2 years                                                                                                                                                                                                                                                                 |
| <b>Life Expectancy</b>                                                                                 | Should exceed 5 years                                                                                                                                                                                                                                                   |
| <b>Labelling</b>                                                                                       | > CE marked for Class 1 Medical Devices (MDD 93/42 EEC)<br>> Year of manufacture<br>> Name of manufacturer<br>> Material composition<br>> Care Instructions                                                                                                             |