

# Pandora Bunk Bed

**Assembly Instructions**  
**IMPORTANT – READ CAREFULLY –**  
**RETAIN FOR FUTURE REFERENCE**



## Bunk Beds



Four Poster Beds  
High Sleeper  
Beds



Cabin Beds  
Storage Beds



Mattresses  
**IN STOCK**



**IMPORTANT: DO NOT DISPOSE** of the packaging until you are satisfied with your purchase. . Please keep all cardboard until fully assembled.



# Safety First !

The top surface of the mattress must not be above the line ,marked on the frame (Maximum height: 20cm). The size of the mattress required is detailed below:

Standard Single, Standard Length - Mattress size 90cm by 190cm

Small Single, Standard Length - Mattress size 75cm by 190cm

Standard Single, Short Length - Mattress size 90cm by 160cm

Small Single, Short Length - Mattress size 75cm by 160cm

High beds and the upper bed of a bunk bed are not suitable for children under six years due to risk of injury from falls.

Be aware of the danger of young children (under 6) falling from upper bunk.

Beds should not be used if any structural part is broken or missing.

Bunk beds and high beds can present a serious risk of injury from strangulation if not use correctly. Never attach or hang items to any part of the bunk bed that are not designed to be used with the bed, for example, but not limited to ropes, strings, cords, hooks, belts and bags.

Children can become trapped between the bed and the wall, a roof pitch, the ceiling, adjoining pieces of furniture (eg cupboards) and the like. To avoid risk of serious injury the distance between the top safety barrier and the adjoining structure shall not exceed 75mm or shall be more than 230mm.

Always ensure that guardrails, ladder and other components are maintained in the proper position and free from damage, and all the screw fixings tight.

Always use the ladder for entering and leaving the upper bunk.

Do not allow horseplay on or under the bed and prohibit jumping on the bed.

Use a nightlight as an added safety precaution for persons under the upper bunk.

Use guardrails on both sides of the upper bunk.

Every bedroom must have at least one opening window. Ventilation of the room is necessary in order to keep the humidity low and to prevent mould in and around the bed.

The bed complies with BS EN 747-1: 2012+A1 :2015 safety standards

## **ADDITIONAL SAFETY NOTICE**

**Be aware of the danger from falling from the top bunk through the end ladder if the bed is being mis-used. Educate the user NOT to roll or horseplay due to this risk of falling.**

# TOP TIPS - TOP TIPS

## Read before you start assembly



### Locating the Dowel Rods

To keep the bed from rattling all the dowel holes have been slightly mis-drilled by a couple of mm. When you push parts together the dowels will straighten and pull together to ensure a tight fit. Whenever you locate a dowel on the hole NEVER push it all the way in, leave it so it is loose and can be aligned with the second locating hole.

Push them all the way in and they will not line up.



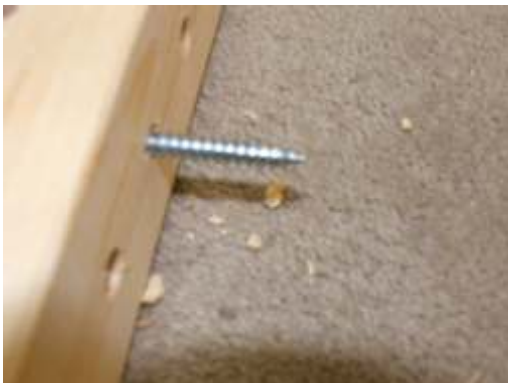
### GLUE SACHET INCLUDED

We have included a sachet of glue.

THIS IS NOT TO BE USED with the dowel rods.

Open the sachet and empty into a plastic container.

Whenever you connect a confirmat bolt (D) or a connector bolt (B) into a barrel bolt (c) dip the end of the bolt in the wood glue and screw in as normal. This will act as a lock tight and prevent the bolt from working loose.



### Clean out the Pre-drilled Holes

You have brought a solid pine product. During the drilling process there may be sawdust still in the holes.

BEFORE you start assembly clear these holes with one of the bolts. Push the bolt through each hole, this will dislodge any sawdust or debris that could interfere with fixing the bed.

### Applying a Finish to the Beds

The bed can be used in a natural form. However if you are applying a stain or finish we advise that you build the bed first.

When you are happy with your purchase then put a sheet under the product and apply your stain/paint to the manufacturers recommendations.

NOTE: we are unable to accept the return, under any circumstance once a finish has been applied. By painting the bed you have deemed to accept the quality.



### Corner Posts -

Make sure the WHITE Mark is facing upwards when laid on the floor

### Headboard Facias-

These are colour coded  
Please position as follows:

RED - At the top

WHITE - In the middle

BLUE - At the bottom



# How to identify your parts and fixings

All our products have four attachment methods. These are colour coded, at the end of each part you will find a marker pen marking either RED, WHITE or BLUE (two types)



## RED MARKING/FIXINGS

The part will have a red marker pen marking on the end.

Hole / Bolt configuration:

One large dowel hole - Place for large dowel  
One small hole - Place for large 90cm confirmation bolt D

Areas this method is used:

Top front and back guard rails and top headboard facia



## WHITE MARKING/FIXINGS

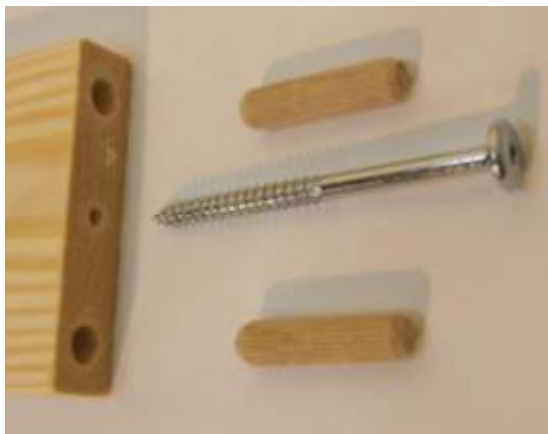
The part will have a white chalk marking on the end.

Hole / Bolt configuration:

TWO large dowel holes - Place for large dowel

Areas this method is used:

Bottom front and back guard rails and centre headboard facia



## BLUE MARKING/FIXINGS -

The part will have a blue marker pen marking on the end.

Hole / Bolt configuration:

TWO large dowel holes - Place for large dowel  
One small centre hole - Place for large 90mm connector bolt D



## SIDE RAIL MARKING/FIXINGS















The part will have a blue marker pen marking on the end.

Hole / Bolt configuration:

TWO large dowel holes - Place for large dowel  
One small centre hole - Place for large 90mm connector bolt C  
Facing access hole - Place for barrel bolt B

# Fixing List

Note: The quantities below are the correct amount to complete the assembly. In some cases more fittings may be supplied than required.

	<b>Fixing A1</b> Small sachet of glue for bolts B & C (NOT dowels) Number Required 2		<b>Fixing H</b> 90mm ladder silver hook To connect ladder to bunk Number required 8
	<b>Fixing A2</b> 70mm square wooden rail or base slat spacer Number Required 2		<b>Fixing J</b> 35mm gold bracket Used to hold centre rails Number required - 2
	<b>Fixing A</b> 40mm by 10mm Wooden Dowel Used to connect parts Number required - 114		<b>Fixing K</b> Allen Key To connect bolts Number Required 1
	<b>Fixing B</b> 14mm Barrel bolt/Nut Used to connect with bolt C Number required 12		<b>Fixing L</b> Small silver 15mm screw Number Required 30
	<b>Fixing C</b> 90mm Connector bolt Used to connect with bolt B Number required 12		
	<b>Fixing D</b> 90mm Confirmat Bolt Used to connect headboards Number required 34		<b>Fixing P</b> 39mm Large Corner Bracket To bunk bed to wall Number Required 2
	<b>Fixing E</b> 30mm silver Screw Used to attach base slats Number required 75		<b>Fixing Q</b> 35 mm small black screw To connect centre or siderail leg Number Required 16
	<b>Fixing F</b> 50mm Confirmat Bolt Used to attach ladder steps Number required 28		<b>White Plastic caps</b> To plug spare ladder holes Large 2 Small 2

## CUSTOMER CARE

We have checked all parts to ensure they are free of damage. However timber is a natural, living product. Occasionally timber can still be adjusting to humidity, for this reason a crack or stretch mark may appear after the product has been packaged.

### Strictly Beds and Bunks however have a **FREE PARTS REQUEST**

Should you need to order a part please go to our FREE help desk

[go to www.strictlyhelpdesk.co.uk](http://www.strictlyhelpdesk.co.uk).

Assistance: [help@strictlybedsandbunks.co.uk](mailto:help@strictlybedsandbunks.co.uk)

All parts are sent FREE of charge using next working day carrier.

# Contents List



## Packing Note : Box 1 of 3 Pandora Single - LONG

Description	Required
Part 2-Top Long Back Guard Rail	3
Part 3-Bottom Long Back Guard Rail	3
Part 7-Front Bottom Long Guard Rail	1
Part 6-Front Top Long Guard Rail	1
Part 20-Long Pandora Ladder Strut	2
Part 20-Mid Pandora Ladder Strut	1
Part 21-Short Pandora Ladder Strut	1
Part 16-Long Centre Rail	1
Part 4-Ladder Steps	1
Part 22-E10 End guard rail - (white)	6
Part 23-E09 End guard rail - (red)	6
Part 24- E11End guard rail -(blue)	2
FIXING KIT & INSTRUCTIONS F8	1

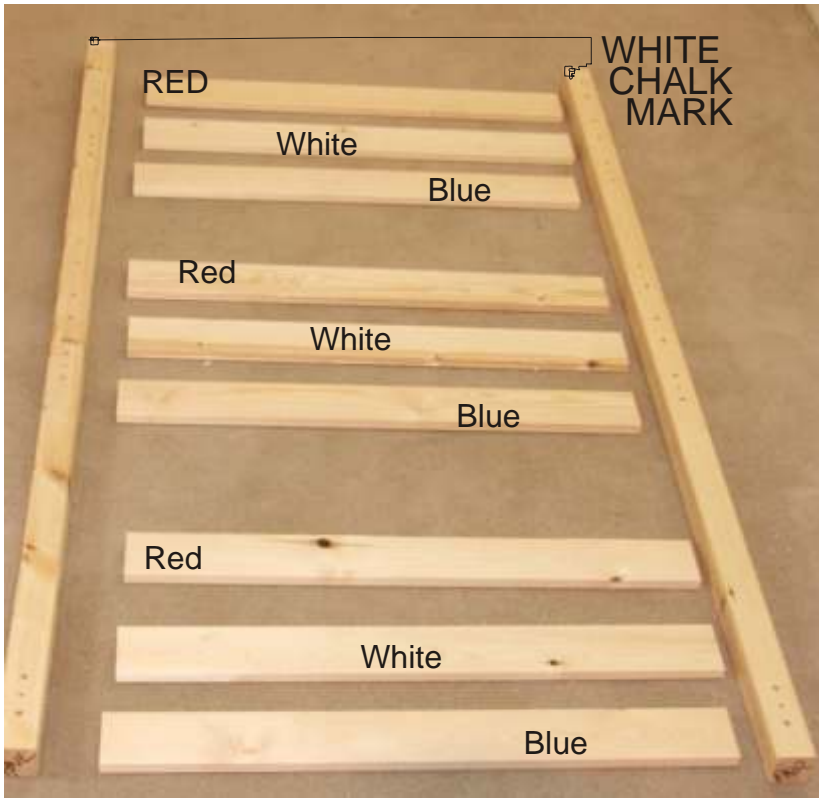
## Packing Note : Box 2 of 3 Pandora Single - LONG

Description	Required
Part 1-Long Side rail	6
Part 13- Blue Headboard	5
Part 14- White Headboard	3
Part 15 - Red Headboard	3
Part 18- Guard rail Support (11)	4
Part 4-Ladder Steps	6

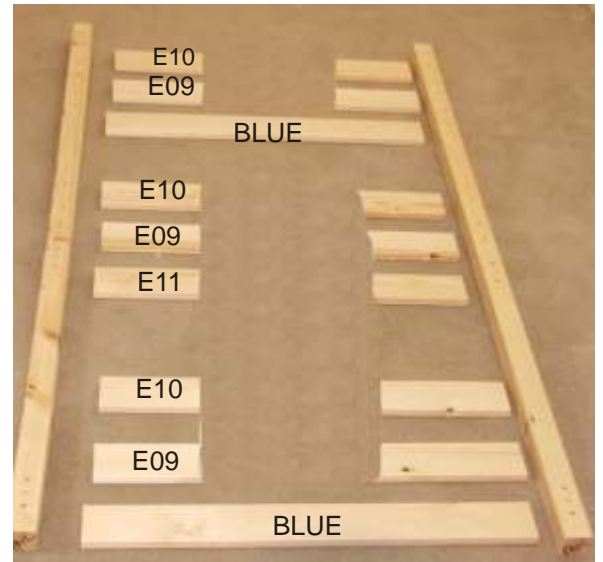
## Packing Note: Box 3 of 3 Pandora Single- LONG

Description	Required
Part PNL - Pandora Left Corner Post	2
Part PNR - Pandora Right Corner Post	2
Part BS - Pack of 12x Single base Slats **Note Third pack split to fit box	3

# 1st headboard



# 2nd headboard



To make for easier access we have now increased the amount of mini guards to the 2nd headboard

First we need to create headboards. The corner posts have a white chalk marking. VERY IMPORTANT - these indicate the top of the post, at the base they will have PNL - (left side) and PNR - (right side). Select one of each, place 1x PNL to the left, PNR to the right.

You MUST have the white chalk marking at the top facing you. This is important, the white chalk mark must be facing you.

Grab 3 each of the red, white and blue inserts and locate as diagram.

Repeat for the second headboard, however now use the MINI headboard inserts E10 (Red) , E09 (white) E11 (blue)



Fixing the headboard inserts to the corner posts.

Ensure you have the headboard inserts in order, red white and blue. In the large hole locate the dowel rods. Push these in tight, do not use a hammer. We suggest pushing them down on the floor to a tight finish.

Using the fixings shown on page three attach these to the corner posts using the long BOLT D - 90mm connector. Fully tighten.



Once you have assembled both headboards stand upright. MAKE SURE the white chalk markings are facing inwards towards the inside of the bunk.



-----New 2nd Headboard design

Now two people are required for this. We are now attaching the back guard rails and side rails. Ensure the white chalk markings are facing inside the bed. From the top of the picture you need to find and attach the following:

- Top Guard Rail - RED - Part 2 x 1
- Bottom Guard Rail - WHITE - Part 3 x 1
- Siderail - Universal - Part 1 x 1
- Top Guard Rail - RED - Part 2 x 1
- Bottom Guard Rail - WHITE - Part 3 x 1
- Siderail - Universal - Part 1 x 1
- Siderail - Universal - Part 1 x 1

ON page three all fixings required are confirmed as per colour code.

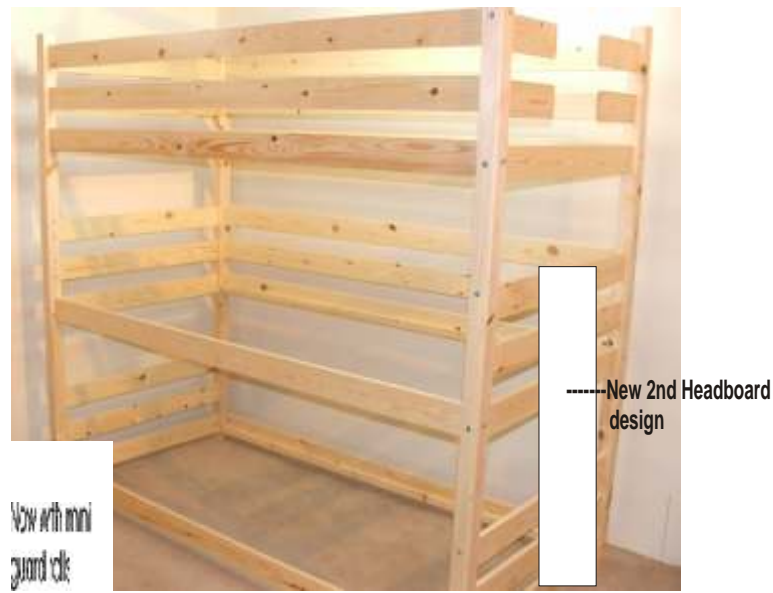
PLEASE NOTE: If you want the long end ladder to the right hand side locate the headboard upright with the mini end rails to the right. If you want to the left locate to the left side.



## TOP TIP

Locate the screws in each hole, however only screw in halfway at this stage. You need the product to be flexible and allow movement at this stage. You **MUST** re-tighten fully once assemble has been completed.





Now two people are required for this. We are now attaching the FRONT guard rails and side rails. Ensure the white chalk markings are facing inside the bed. From the top of the picture you need to find and attach the following:

- Top Guard Rail - RED - Part 6 x 1
- Bottom Guard Rail - WHITE - Part 7 x 1
- Siderail - Universal - Part 1 x 1
- ( note you are leave the next FOUR holes free for the guard rails on the next step)
- Siderail - Universal - Part 1 x 1
- Siderail - Universal - Part 1 x 1

ON page three all fixings required are confirmed as per colour code.



We now need to build the front smaller ladder. For this you will need the following:  
 Part 11 - long ladder strut  
 Part 13 - Small ladder strut  
 Part 12 - THREE ladder rungs/steps

The ladder consist of one long strut, one short strut and three steps. There is no top, bottom, left or right. Using the small 50mm confirmat (F) bolts simply attach the steps to the each ladder strut.



Once the ladder has been built we need to fix TWOx ladder hooks. Lean the ladder against the side rail. With a pencil mark, on the inside mark the top of the siderail to the long ladder strut. Now screw the ladder hook just below this mark and to the top of the smaller strut.



## TOP TIP

The ladder is universal. If the ladder is going to the right hand side the long ladder strut will be to the left facing you. You would then screw the ladder hook on the inside. Reverse if you wish it to go on the left.



Now we need to attach the two front guard rails.

First select the bottom front guard rail (part 9) marked white. Using fixings A attach to the corner post. Rest the spacer bar (fixing A2) as shown in the picture at the end of the rail. This will ensure the correct gap is allowed.



Now using the long black fixing Q screw through from the inside of the guard rail into the long ladder strut.

Now select the top front guard rail (part 10) marked red. Using fixing A and D and attach to the corner post. Now position the spacer bar on top of the bottom guard rail and again attach using fixing Q.



We now need to build the end ladder.

Select the both long ladder struts (part 19) and position as shown with the ladder steps (part4)

When installed the ladder rungs need to be tight. The holes on the ladder struts have been mis- drilled by 2mm to ensure a tight fitting. Locate each ladder to the holes on the long struts. Using the small confirmat bolt dip them in the glue and push BOTH through the strut, you will note they will not quite meet the hole on the step.

To meet the holes on the step the bolts will be at an angle, this is correct. Locate these over to the holes and screw both the bolts in evenly. This is important, DO NOT tighten one at a time. Both together, The bolts will align and pull the ladder step in. This ensures a tight fixing. Complete one side then go to the next.





Once the ladder has been built we need to fix FOUR x ladder hooks. Lean the ladder against the end rail. With a pencil mark, on the inside mark the top of the each blue headboard insert ( third and sixth one down). Now screw the ladder hook just below this mark and to the top of the smaller strut.



Once the ladder hooks have been allocated lean against the bunk and screw to the four end mini guard rails.

## Attach The Centre Rail



The top bunk has a centre rail. From the inside of the bed we need to attach two metal brackets, two either end. These are fixed using the small screws (L), these are fixed to part 13 (blue) - third insert down from the top. Loosely place a base slat at each end of the bed. Locate the bracket with the centre rail so it is flush underneath the base slat. Now mark with a pencil. Attach the brackets using the small fixing L.

## Attach The Base Slats



We Now need to attach the base slats.

You will have twelve extra wide base slats. Push the first slat tight with the footboard corner posts, then using the base slat spacer block evenly space out the remaining base slats. **DO NOT SCREW IN PLACE YET.**

Now push the slats flush to the left hand side rail and screw in (do not screw the right hand side yet). Now go to the right hand side and start with the slat near the centre. Push the side rail in so the slat is flush, then fix using the screw. This aligns the side rail. Now fix the remaining base slats.



Once you have attached the base slats we need to secure the centre rail to the base slats. Select any central base slat. Then from the top, using fixing E , base slat screw through the base slat into the centre rail. No pilot hole is provided to ensure a tight fitting.

## Attach the Four Guard Supports



You will find FOUR part 4 (11A), these are attached to the front of each guard rail combination. Using a tape measure make a small pencil marking in the centre of each guard rail combination. Using three (E) screws attach each guard support from the outside. The locations are:

- Back Top guard rail
- Back Bottom Guard Rail
- Front Top Guard rail
- Front Bottom Guard Rail



## Section : Added safety



### Important Notice-

Due to the upright design of the ladder you may need to secure the bed to prevent wobbling or pulling forward when in use. This is not a design fault of the bed but a result of a front access ladder. If a floor is uneven, even by 1mm it can cause a bed to rock, again the brackets will stop this.

You can stabilise the bunk bed by attaching to the wall or to your wooden skirting board. Using the corner bracket fixing P locate to the rear corner posts under the side rail or at the base of the feet.

Using the base slat screws attach to the bed. Please note we have not supplied wall fixings due to the many fixing types available. Consult your hardware store for the best type.

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