

Condensed Guide to Making Toys - SJFWA

Introduction

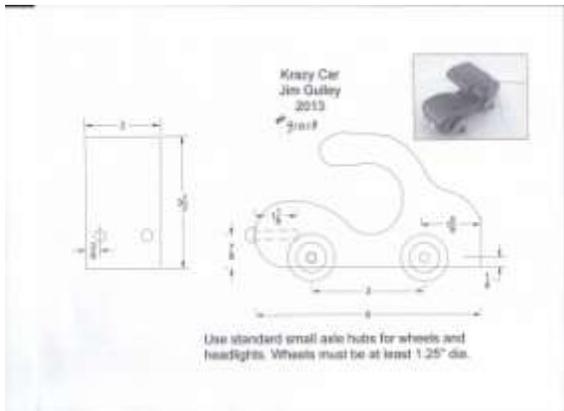
This short guide is intended to provide a simple overview of the steps and procedures you need to follow to make wooden toys suitable for the annual charity distribution of the SJFWA.

There are three basic steps involved.

1. Obtain an approved plan
2. Manufacture toys following the plan
3. Submit finished toys for quality inspection and approval for distribution

Obtain an approved plan

Toys made for SJFWA annual distribution must be made using an approved plan. You can select a plan already approved, choose a plan from another source, or you can generate your own new plan. You can access all of the approved plans by going to the member area of SJFWA.COM and printing your selection. If you want to make toys from a plan not already approved, then you must submit a copy of your plan for approval by the toy committee. You should do this before you actually start making toys in case there are some required changes. If you are submitting a new plan, you should include a photograph of the toy if possible. Here is one example:



The toy committee will examine the plan to make sure that it complies with federal consumer product safety requirements for children's toys. For example, they will make sure that there are no separate small parts which could be a choking hazard, there are no nails or other metal objects, wheels are big enough, that it made only from solid wood, etc. All toys manufactured by our club are designed for use by children older than three years of age. We are therefore not subject to the more stringent requirements for younger children.

The committee will suggest changes (if any) to the plan. After you make these changes, your plan will be approved. At this point, you or any other member is free to manufacture this toy, strictly following the approved plan.

Testing and certification of new toys

Toys made from an approved plan must be tested for safety according to federal guidelines. If you are making a new toy, or making one which has not been previously tested, you must submit samples to the toy committee for testing. There are specific tests which must be administered.



Toys are dropped from a 3 ft. height onto a vinyl surface to see if they break, or if they do, whether small, dangerous parts result. Toys are dropped oriented in each of the three primary planes.



Wheels, propellers, or other rotating parts are subjected to a tension test (15 lbs. force for 15 seconds) to ensure that the part is glued in securely.

Failure of one or more of these tests does not automatically mean that the toy fails. It may fail in such a way that the pieces do not constitute a choking or puncture hazard. In this case, the testing committee may suggest slight modifications to the manufacturing process to strengthen the toy.

When a new toy type passes the tests, the toy committee will draft a "Certificate of Compliance" or CPC for that toy. This formal document certifies that the toy complies with all applicable federal rules and guidelines. The CPCs are available to the public. This certificate need only be done once. It applies to all toy manufacturing of that specific toy and its specific approved plan.

Manufacturing Toys

You are free to manufacture any toy which has an approved plan and for which a CPC has been issued. You must strictly follow that plan however. If you deviate from the plan, you must submit your version of the toy plan for approval as a new toy.

- Make your toys out of solid wood. Do not use hardboard, plywood, mdf, plastic, etc.
- Use wheels that are 1.25" dia. or larger.
- Do not use any nails, brads, screws, or any other metal parts.
- If your toy has wheels, drill axel holes carefully. If fixed axels are to be used, make sure axel fits snugly into hole. Drill through hole if possible and make sure there is space for glue. Apply glue evenly but sparingly. Leave about 1/32" clearance (a notched old credit card is good for this) for the wheel to turn easily on the fixed axel. A recommended alternate method is to drill for a "live" dowel axel and glue wheels to the axel ends.
- There must be no loose small parts that would fit into a cylinder 1.25" dia. with a sloping base 1" to 2" long.
- All surfaces must be smooth and all external edges must be rounded over.
- You can leave your toy completely unfinished, or you can apply one of the approved finishes.
- If you choose to apply a finish:
 - If you use softwood, you should apply sanding sealer to all parts.
 - Sand parts after applying sealer to smooth surfaces.
 - Apply approved finish coat. This could be clear coat for a natural finish or one of the approved paints.
- Take your time making toys. The goal is not numbers of toys, but good toys. As you work, imagine that you are making toys for young person in your family. Are these toys that you would be proud to give him/her?

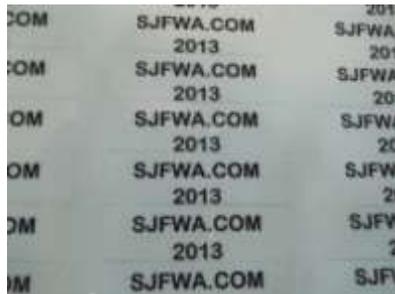
Submit toys for inspection and distribution

After you have finished making your toys, you must deliver them to a toy committee representative for QA testing and acceptance. This is a simple process where each toy is examined for general appearance and obvious defects.

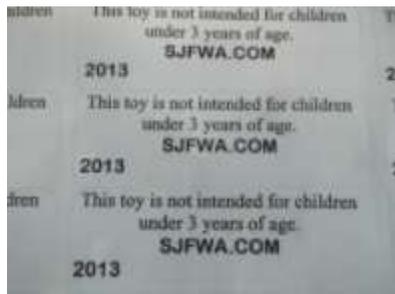
- We make sure that all parts which are supposed to turn do actually turn.
- We look for rough edges or surfaces or splinters,
- We look at quality and uniformity of finish
- We check for obvious loose parts that are not supposed to be loose.

Toys that have a problem are set aside for return to the maker for repair or discard. Toys that look fine then receive a stick-on label. These are transparent durable peel-off labels provided by the toy committee.

There are two kinds of labels.



This one is most commonly used.



If we need to specifically indicate that toy is not for children less than 3 yrs., we apply this sticker.

Both labels identify SJFWA.COM where recipients can obtain more information about their toy. The stickers are applied to a clearly visible, but unobtrusive part of the toy (e.g. underside of car or truck).

All of the toys that pass inspection are then ready for distribution to our charity agencies. Each box of toys includes a one page statement to the recipient that the included toys have been manufactured according to procedures and guidelines which satisfy all applicable federal children's toys regulations.

That's it. If you follow these simple guidelines, our club will manufacture quality toys to be used and loved by hundreds of girls and boys and which also satisfy the federal requirements for child safety. This is a win for everyone.

SJFWA Toy Committee

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