

Knitted Teddies

Guidance for complying with CE marking requirements

The guidance in this document is based on information from Conformance Ltd – a company who produce a self-certification pack for small scale home producers of handmade soft toys, including knitted toys. While this document refers to knitted teddies, the same conditions apply to any other knitted toy.

Introduction

Every toy needs to carry a CE mark to show that it meets the essential safety requirements of the Toy Safety Directive. This includes handmade toys and toys donated for charitable purposes. So teddies knitted by Mothers' Union members to be given to children need to meet these requirements.

In brief, a knitted teddy needs to be designed and made so it is suitable for young children to play with safely. The vast majority of teddies knitted by Mothers' Union members and friends will meet these requirements. However, by complying with the Toy Safety Directive and meeting the conditions to attach the CE mark, it demonstrates that Mothers' Union knitted teddies are being produced to essential safety standards.

How can we meet the Toy Safety Directive?

The Toy Safety Directive requires toys to conform to a range of tests to meet British Standards and for the evidence of this to be kept in a 'Technical File'. This includes the results of specific physical and flammability tests carried out on the completed toy, information about how the toy has been made, the materials used to make the toy and the compliance of those materials to meet chemical standards.

Rather than requiring every diocese to undertake this range of tests and complete a Technical File, a standardised set of instructions for making knitted teddies has been drawn up. Samples of teddies made to these instructions and using the approved materials have been fully tested and meet the requirements of the Directive. Only toys made to meet the standards of the Toy Safety Directive can carry the CE mark.

What do we need to do?

It is the responsibility of each diocese:

- To ensure that all knitted teddies are **made with approved materials and to the standard pattern** contained in the Guidance for Knitters document.
- To have someone with the **responsibility for ensuring compliance** with the guidance and to attach a **CE mark label** to teddies that allows for the identification of the diocese and the source branch.
- To ensure on-going **quality control**.

Guidance for Knitters

All teddies must be made according to the method given in the Guidance for Knitters, as this achieves the required standard. As well as the knitting instructions, this includes information about the type of yarn to be used, stitch tension, the finishing of the teddy and the filling material. A certification slip should be signed by the knitter to verify that the approved pattern and materials have been used and included with all teddies sent to the diocese for CE marking.

CE mark labels

Knitted teddies made in accordance with the guidance can be given a CE label. CE labels are available from Mary Sumner House with address details, washing instructions, and advice to keep for future reference.

The CE label includes a batch code so the source of each teddy can be identified. A three letter identifying code will be allocated to each diocese. Within the diocese, a three digit identifying code should be used for each branch, or other source, that supplies them with knitted teddies.

Quality Control

Every knitted teddy should be checked for obvious hazards prior to the CE label being attached. This should include checking for:

- spaces either in the knitting or the seams where filling can come out
- any additional decorations or additions, such as buttons or plastic eyes that are not part of the instructions
- anything other than polyester filling inside the knitted toy.

Responsibility for ensuring compliance

Each diocese needs at least one named person with responsibility for quality control and the CE labelling of teddies, who will:

- Receive teddies and record the Mothers' Union group (or if more appropriate the individual) who has made them for the batch code on the CE label.
- Check every teddy for quality control
- Attach a CE label to each teddy that meets the requirements with the batch number identifying the diocese and the group who made it.
- Ensure that, if teddies produced by a particular group or individual do not meet the CE standard, these issues are addressed with the group/individual concerned so that the required standard can be met.

Maintaining standards

To maintain standards, there will be an on-going programme for a sample of completed knitted teddies to be put through the full range of physical and flammability tests. This will involve a full test of a sample of four teddies or 1% of teddies (whichever is the greater) from each diocese. The sample should be drawn from different branches/knitters. This sampling process will be undertaken annually on a provincial basis.

Other knitted toys

The information in this document only relates to teddies knitted to the Mothers' Union approved pattern. If a different method or pattern for knitting teddies, or a different type of knitted toy is made, a separate Technical File will need to be completed, and the completed toys will need to be fully tested.

Some organisations, such as hospitals and prisons, may take responsibility for ensuring that knitted items meet their particular standards, but all teddies supplied by Mothers' Union should be produced to the Mothers' Union standard.