



PLEASE ENSURE YOUR CHILD'S STATIONERY PACK IS ORDERED BEFORE MONDAY 08 JANUARY 2024.

HOW TO ORDER:

1. Open your web browser and enter <https://parent.cos.net.au>
2. Look for the following login box:

- a. Type **benowass36@cos.net.au** into the Email field (*All lowercase, no spaces*)
- b. Type **Parents-24** into the Password field (*exactly as shown*)

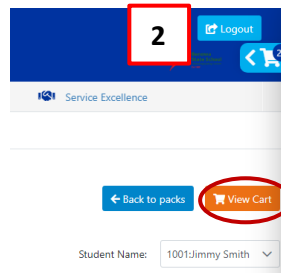
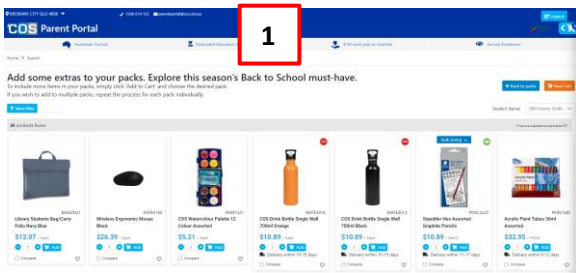
3. Double check that you have entered the correct details, then click the **Sign In** button.
4. You will see four links in blue. Click on the **Year 4** button.



5. The **Year 4 Pack page** will open.
 - a. To order the **COMPLETE PACK (including the novels)**, please type your students **FULL NAME** where indicated and click '**Add to Cart**'.

- b. If you already have the novels, wish to use items from last year or wish to add more items than recommended, please go through each line and adjust the quantity as required. **PLEASE NOTE, ALL QUANTITIES SHOWN ARE THE REQUIRED QUANTITIES YOUR CHILD WILL USE THROUGHOUT THE YEAR.**

6. DOUBLE CHECK YOUR QUANTITIES, then click '**Add to Cart**'. (If you have multiple students, you can order more packs at this step)
7. Your item/s will have been added to your shopping cart. You now have the option of adding on more items (Step 1)– please note these items **ARE NOT part of your requirements for Year 4 and are an OPTION ONLY**. Click '**View Cart**' (Step 2) to check your order.



8. Your **Shopping Cart** will now open. Check your details on the right-hand box and click the button '**Check out**' (Step 3).
9. On the **Checkout page** you will be required to **COMPLETE EACH SECTION**:

10. **Select your preferred payment method** and enter your payment details. Once you finalise this step, your order will be complete and you will receive an email from COS confirming your order and estimated delivery date. Please flag or print for your future reference.



All orders are to be placed online through COS at <https://parent.cos.net.au>
Stationery Packs are not available for purchase through the School or Uniform Shop.

ITEM DESCRIPTION	QTY	UNIT PRICE	PRICE
NOVEL: Title: Rowan of Rin. Author: Emily Rodda	1	\$16.99	\$16.99
NOVEL: Title: I Am Jack. Author: Suzanne Gervay	1	\$15.99	\$15.99
Writing Time QLD Student Practice Year 4	1	\$18.03	\$18.03
Writer QLD Book A4 Y3/4 12mm 70gsm 48P Fire Truck	8	\$1.23	\$9.86
COS Exercise Book A4 8mm 70gsm 96Pg Lobster	6	\$1.60	\$9.57
Graph Book A4 10mm Grid 70gsm 48Pg Butterfly	5	\$1.11	\$5.56
COS Scrapbook 330x240mm Blank 100gsm 64P	1	\$1.60	\$1.60
COS Document Wallet PP FC Clear	1	\$2.50	\$2.50
Display Book A4 Refillable 20 Pocket Red	1	\$1.94	\$1.94
Staedtler Natural Hex HB Pencils Box 12	2	\$5.18	\$10.36
Inkjoy 100/50 Ballpoint Pen 1.0mm Medium Red	2	\$0.62	\$1.23
Staedtler Noris 185 Hex Colour Pencils Assorted Box 12	2	\$5.28	\$10.56
COS Fine Colour Markers Assorted Box 12	1	\$3.28	\$3.28
COS Wax Crayons Assorted Box 12	1	\$3.28	\$3.28
Lumocolor 341 Whiteboard Marker 1-2mm Assorted 4 Pack	1	\$19.24	\$19.24
COS Stubby Highlighter Assorted Box 4	1	\$4.18	\$4.18
Artline 70 Permanent Marker 1.5mm Bullet Black	1	\$5.21	\$5.21
Bostik Glu Stik 35g Clear	3	\$4.16	\$12.47
COS R/H Kids Safety Scissors 158mm Orange	1	\$2.01	\$2.01
COS Eraser Large	3	\$0.48	\$1.45
COS Wedge Sharpener Metal Double	1	\$1.28	\$1.28
COS Wooden Ruler 300mm	1	\$0.79	\$0.79
Yamaha YRS24B C Baroque Descant Recorder	1	\$22.44	\$22.44
COS Mini Dogbone Whiteboard Eraser Blue	1	\$1.18	\$1.18
COS Sticky Notes 76 x 76mm Yellow	2	\$1.33	\$2.66
COS Manilla Folders Foolscap Buff	2	\$0.23	\$0.46
COS BTS Student Pack Drawstring Bag Green	1	\$0.00	\$0.00
COS Mesh Pouch 330 x 175mm Clear	1	\$4.02	\$4.02
SUB TOTAL (Includes Carry Over Items)			\$188.15

**ORDERS MUST BE
PLACED ONLINE BY:**

**5PM MONDAY
08 JANUARY
2024**

All orders placed after this date will still be accepted, however they will be given lower priority and most likely will not be delivered to your home in time for the start of Term 1 2024.

CARRY OVER ITEMS: Your child may bring home the carry over items listed above at the end of Term 4 to re-use next year.

Please note, these items are not included in the Stationery Pack online. If you wish to use the items from last year, click 'Add to Cart'.

If your child has not brought home these carry over items, you will need to purchase them for next year. Please scroll to the bottom of the list online and tick the Optional boxes for the items you will require.

These are all of the items your child will need for Year 4. Your Year 4 teachers have carefully chosen each item and particular brand of stationery they prefer to use and will require for the year ahead. To ensure you have provided your child with the correct stationery for next year, please follow the instructions on the previous page to purchase online through COS.



COS is a 100% Australian Family Owned and Operated school supplier. We've selected the list of items your child needs to start the year and worked with COS so you can order everything you need in one go and it will be delivered directly to your home before school starts.

The items listed on the previous page have been selected as being required for Year 4 in 2024. To ensure delivery **prior to Term 1 2024**, please place your order **by Monday 8 January 2024**.

FREQUENTLY ASKED QUESTIONS:

- 1. Who do I contact if I have difficulty placing an order or have a general order enquiry?**
 - a. Please call COS Support on 1300 61 41 33
 - b. Please email COS Support at parentportal@cos.net.au
 - c. Alternatively, visit the COS website to view the video tutorial: <https://parent.cos.net.au>
 - 2. Do I have to purchase online?** This is our recommended option. You can pay via PayPal, Pay4 or credit card (Mastercard/Visa). If you cannot pay online you can contact COS on 1300 61 41 33 to discuss. **You can find the full stationery list online at the school's website:** <https://benowass.eq.edu.au/enrolments/stationery-lists>
 - 3. Do I have to purchase from COS?** Stationery Packs are organised by the P&C on behalf of the School. Your P&C has partnered with COS to provide the correct stationery as arranged with your teachers, value for money, as well as added fundraising for the School. However, you can take your child's booklist to a stationery supplier for them to fill. **PLEASE NOTE: If you purchase elsewhere, the items MUST BE EXACTLY THE SAME (Same Brand/Style/Model/Quantity etc) as the items on our list.**
 - 4. Do I have to label all stationery items?** Yes, all stationery items must be clearly labelled. Covering exercise books is optional.
 - 5. Delivery**

PLEASE NOTE: There is NO SCHOOL DELIVERY this year. ALL packs are being delivered to your home.

 - a. Timeframes**
 - i. Order before 11 December 2023 and your pack will be delivered before 23 December 2023
 - ii. Order before 8 January 2024 and your pack will be delivered before 25 January 2024
 - iii. Ordered after 8 January 2024 and there will be no guarantee for delivery before school starts
 - b. Free Delivery**
 - i. Order before 4 December 2023 and get **FREE DELIVERY** for packs over \$55 inc GST.
 - ii. Prices shown are inclusive of applicable GST.
 - iii. From the 4 December, single pack orders will be charged a \$12.95 shipping fee and multi-pack orders will be charged a \$9.95 each shipping fee.
- IMPORTANT INFORMATION REGARDING DELIVERY OF YOUR ORDER**
- Please be advised that the transport industry and Australia post have informed us to the possibility of delays occurring during the months of December and January. To ensure that your School Packs arrive in time for the start of the school term, we strongly recommend sending your order as early as possible and adhering to the dates provided below. While we will continue to expedite deliveries beyond these dates, it may become challenging to guarantee their arrival before the commencement of the school term.
- Delivery Service:** All orders will be dispatched via Australia Post. Please note that specific delivery times cannot be requested. Should no one be available to receive the delivery, the goods will be taken to the nearest post office for collection and a notification card will be placed in your mailbox.
- Delivery Guarantee:** Orders placed before 11 December, will be delivered to your home by 24 December. Orders placed before 8 January will be delivered to your home prior to the commencement of Term 1, 2024. Orders placed after this date cannot be guaranteed to arrive on time.
- Delivery Charges:** All orders over \$55 (incl. GST) and placed before 3 December are eligible for FREE delivery!
Please note some bulky items may have been selected to be delivered directly to your school.
- 6. When do we bring our Stationery Packs back to school?** Stationery Packs need to be brought in for the first day of Term 1 2024 (Monday 22 January). Parents and students have the opportunity to drop off their labelled packs on Meet the Teacher Day.