This list of **Year PREP Requirements** has been prepared by the school. Your child will need these items for the start of the 2017 school year.

**Orders due Friday, 18th November 2016**

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**Important Information - Please read carefully**

**Delivery:** Australia Post will deliver your pack to the address you provide. You can have your pack delivered to your home address or you may prefer to use an alternate address i.e. PO Box, work, neighbours, relatives etc. The Delivery Address cannot be changed after your order is submitted. Each Year Level is dispatched on different days during the week of delivery. Please note that the packs are delivery only and cannot be collected.

**Delivery Date:** We will deliver your pack on or before **Friday, 23rd December 2016** if your order is placed by **Friday, 18th November 2016**.

**Check Your Order:** Please check your order as soon as you receive it.

**Backorders:** Backorders may occur and will be sent directly to school, clearly labelled for distribution to your child.

**Late Orders:** We will still accept orders placed after **Friday, 18th November 2016** but we cannot guarantee a delivery time and a $10.00 delivery fee will apply.

**Enquiries:** Please direct Book Pack enquiries to EDSCO - email bookpacks@edsco.com.au
Please be aware that the phones become congested during the Back-to-School January period.

**Name Each Item:** Once you receive your Book Pack, clearly name each item ready for the start of school.

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**Avoid the Back to School stress.** Don’t wait until January to organise your Back to School needs as you may find items are out of stock. Submit your order by **Friday, 18th November 2016** and let us pack the order for you and deliver it to your door on time for the start of school... **EASY.** 😊
What are the Book Packs?
Oakleigh State School teachers have put together a list of textbooks, stationery and other requirements (e.g. dictionaries, calculators) for students entering Years 1 to 6 next year (2017).

Points to be aware of:

1) Items such as cardboard and tissues etc. will be delivered to school.
2) EDSCO offers FREE delivery for Oakleigh families.
3) Book packs will NOT be available to pick up at school. All book packs will be delivered to the nominated address.
4) In most year levels, the teachers have advised that they will order some textbooks. Therefore textbooks for these year levels will be paid for by the parent at the time of purchase. The teachers will test levels of children in early 2017 and will then directly contact EDSCO to order the correct level of book for your child. This is indicated on the forms for the year level. It is indicated by the wording - level selected by teacher in 2017. If this wording is not on your year level form then this does not apply to you.

EDSCO will provide the school with the lists of who has paid for the book and only those children who have paid for the text book will receive it. If you do not purchase the book pack or the textbook, your child’s 2017 teacher will contact you directly as to instruct you on what level of book your child needs. You can then seek to purchase the book from the supplier of your choice.

Is it compulsory?
No. You can buy your own items if you wish.

What are the advantages?
Ordering the book pack could not be any simpler. You can either use the attached form or can order the book pack online.

Rather than running around sourcing the items from various places, the complete pack is delivered to your nominated address. In the past people have reported that when they attempted to purchase everything for themselves, the final cost was significantly higher than the book packs and not worth the effort.

Purchasing the book packs in this way also ensures that students will all have the same type and quality of equipment and resources.

Can I purchase some items but not others?
You can part order, particularly where it is indicated that you may already have an item.

How do I place an order? And when is the closing date?
There are two ways to order, either by the attached form or by using EDSCO’s online order system. Please visit www.edsco.com.au and follow the prompts. Please ensure that you provide a delivery address on your order form.

Orders close on Friday, 18th November 2016. Late orders will be accepted but delivery before the end of the school year cannot be guaranteed. Late orders should be submitted online and directly to EDSCO.

When will we receive the book packs?
Home delivery will be completed by Friday, 23rd December 2016

I am going away at the end of term, where will our book pack end up?
If you will not be available at the end of term to receive your book pack, please nominate the address of a friend, family member, neighbour or work place and your book pack will be delivered to them.

PLEASE REMEMBER THAT BOOK PACKS WILL NOT BE DELIVERED TO SCHOOL.
# Oakleigh State School - 2017 - Year PREP Order Form

## Option A
Use this option if you just need the recommended school bookpack for your child’s year level.

<table>
<thead>
<tr>
<th>Product Code</th>
<th>Item Description</th>
<th>Quantity Required</th>
<th>Unit Price</th>
<th>Quantity Ordered</th>
<th>Line Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPS-142469</td>
<td>Writing Book Magic Story Book Olympic 48pg</td>
<td>1</td>
<td>1.45</td>
<td>x</td>
<td>=</td>
</tr>
<tr>
<td>FF-51934</td>
<td>Sound Waves National Edition Student Chart Standard</td>
<td>1</td>
<td>6.95</td>
<td>x</td>
<td>=</td>
</tr>
<tr>
<td>FF-52009</td>
<td>Sound Waves National Edition Foundation Pack</td>
<td>1</td>
<td>17.95</td>
<td>x</td>
<td>=</td>
</tr>
<tr>
<td>CAM-977773</td>
<td>Tissues Box 170 2 Ply</td>
<td>1</td>
<td>1.95</td>
<td>x</td>
<td>=</td>
</tr>
</tbody>
</table>

The following will be delivered directly to the school:

<table>
<thead>
<tr>
<th>Product Code</th>
<th>Item Description</th>
<th>Quantity Required</th>
<th>Unit Price</th>
<th>Quantity Ordered</th>
<th>Line Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPS-158150</td>
<td>Copy Paper A4 80gsm ‘Australian Office’ Ream (delivered bulk to school)</td>
<td>1</td>
<td>7.50</td>
<td>x</td>
<td>=</td>
</tr>
</tbody>
</table>

## Option B
Use this option if you need to add ADDITIONAL ITEMS or want to adjust any quantities from the recommended amounts.

- **$35.80 PURCHASE FULL LIST**
  - If you need any ADDITIONAL ITEMS listed below please use OPTION B. NB: If there are no ADDITIONAL ITEMS listed below the product list then none are needed for this year level.

- **CUSTOMISE MY LIST**
  - You will need to calculate your balance once you have completed marking your quantities.

Student’s Name: .......................................
Please complete and return to school along with your payment by Friday, 18th November 2016.

Student's Last Name | Student's First Name | Gender
------------------|---------------------|---

Parent's Last Name | Parent's First Name
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DELIVERY ADDRESS: Australia Post will be delivering the pack to the address you provide below.

Handy Hint: If you are going to be away during the week of delivery, then arrange for your pack to be delivered to a relative, neighbour or friend's address.

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Street Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address Line 1</th>
<th>Address Line 2</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Suburb</th>
<th>State</th>
<th>Post Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tbody>
</table>

Parent's Email Address - Required for Book Pack Notifications

Parent's Mobile | Home Phone Number
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BOOK PACK TOTALS - Please complete.

Year Level and Names of any other Book Pack Orders you have placed:

<table>
<thead>
<tr>
<th>Year Level</th>
<th>Name</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Please ensure all orders are enclosed together in a sealed envelope.)

Free Delivery*

*Orders received after Friday, 18th November 2016 will incur a $10.00 Delivery Charge

Overall Total

PAYMENT - Please select ONE of these payment options.

- CASH - Please attach sealed envelope with correct money as no change is given.
- CHEQUE - Please make payable to “EDSCO” and attach Cheque.
- MONEY ORDER - Please make payable to “EDSCO” and attach Money Order.
- CREDIT CARD - Please complete the following details.

<table>
<thead>
<tr>
<th>Card Number</th>
<th>Expiry Date</th>
<th>Security Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>/</td>
<td></td>
</tr>
</tbody>
</table>

Cardholder's Email Address

Cardholder's Daytime Phone Number

Cardholder's Signature

Please attach all of your orders along with your payment in a sealed envelope and return to school by Friday, 18th November 2016.

Delivery Date is before Friday, 23rd December 2016.