



## How to Make an Appointment for a Uniform Fitting

Appointments for a Uniform Fitting can only be made using our **School Online Booking System (SOBS)**.

To ensure we comply with Covid-Safe restrictions at this time, no walk-in bookings or drop-ins to the Uniform Shop will be accepted.

To Login to SOBS, parents are able to use a home computer, tablet or mobile phone to access the parent booking system.

To make your booking:

1. Go to the Craigslea State High School website / Facilities / Uniform Shop:

<https://craigsleashs.eq.edu.au/facilities/uniform-shop>

2. Click the **'Uniform Booking Login'** Button on the right side

@ Craigslea State High School

Enter your email address

Enter your email address

Click

Next

Next

Choose the **'Additional security options'** that apply to you:

### Additional security options

- I don't want to use a password here
- I would like to add a password to my account
- I would like my account verified by sending a code

The school has not specified any particular security option, however you can choose to include a password on your account or alternatively ask the application to send a verification code to your email or your mobile phone

- Delete my details when these bookings are completed

Normally we will store your information for future events, however you can check this box and we will delete the information you enter after the current bookings are completed

And click

Next

Next

Skip

Enter **'Parent Information'**:

*First name, Surname, Mobile number*

Click [Save](#)

**Parent Information**

First name

Surname

Mobile number

Your name should appear under the heading **Parent/Guardian**

Choose [Edit](#) if required

**Parent/Guardian**

New Parent Name [Edit](#)

Click the [Add a student](#) button and complete your student's details:

*Firstname, Surname*

Check  **Enrolment** if your student has not yet started at the school

Select the appropriate year

Select the **Year level** from drop down arrow

Click [Save](#)

**Add student**

Firstname

Surname

Enrolment  
Check this option if the student has not yet started at the school

Starting school in 2021

Starting school in 2022

Year level

[Save](#) [Cancel](#)

Your student's name should now appear in the list under **'Students'**

**Students**

New Student 1 (2022 Yr7) [Edit](#)

New Student 2 (Yr7) [Edit](#)

A selection of dates for Uniform Shop Bookings will be displayed.

Click on the appropriate button to open up the full list of available dates for appointments.

[2021 Term 4 Uniform Shop Bookings 1 November - 5 December](#)

Select the Day and Time of your choice

Friday 03-12-2021

and Select

**Save**

- 08:00am  
1 spaces available : 20 mins
- 08:30am  
1 spaces available : 20 mins

In order to email the details to yourself, Select  Email

### Students

 Email

 Print

New Student 1 (2022 Yr7)

Edit

New Student 2 (Yr7)

Edit

To print the appointment times, select  Print

The selected appointment date will be displayed.

01-11-2021 02:30pm 2021 Term 4 Uniform Shop Bookings 1  
November - 5 December



If you wish to change your booking day/time, navigate back to this page and select the three horizontal lines on the right of the booking time.

Select **'Delete this booking'** from the drop down menu

  
**Delete this booking**