



TAYLORS LAKES PRIMARY SCHOOL

CHICHESTER DRIVE, TAYLORS LAKES VIC 3038

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www.tlps.vic.edu.au

Dear parent/guardian,

Taylors Lakes Primary School is looking forward to another great year of teaching and learning and would like to advise you of Taylors Lakes Primary School's voluntary financial contributions for 2026.

Schools provide students with free instruction to fulfil the standard Victorian Curriculum, and we want to assure you that all contributions are voluntary. Nevertheless, the ongoing support of our families ensures that our school can offer the best possible education and support for our students. We want to thank you for all your support, whether that's through fundraising or volunteering your time. This has made a huge difference to our school and the programs we can offer.

Within our school this support has allowed us to enhance all areas of learning including our focus on digital technologies and STEAM.

For further information on the Department's Parent Payments Policy please see the one-page overview attached.

Yours sincerely,

Chris Sevier

Principal | **Taylors Lakes Primary School**

PARENT PAYMENTS POLICY

ONE PAGE OVERVIEW



FREE INSTRUCTION

- Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the requirements of the Curriculum. This includes the Victorian Curriculum F-10, the Victorian Certificate of Education (VCE) including the VCE Vocational Major and the Victorian Pathways Certificate.
- Schools may invite parents to make a financial contribution to support the school.



PARENT PAYMENT REQUESTS

Schools can request contributions from parents under three categories:

Curriculum Contributions

Voluntary financial contributions for curriculum items and activities which the school deems necessary for students to learn the Curriculum.

Other Contributions

Voluntary financial contributions for non-curriculum items and activities that relate to the school's functions and objectives.

Extra-Curricular Items and Activities

Items and activities that enhance or broaden the schooling experience of students and are above and beyond what the school provides for free to deliver the Curriculum. These are provided on a user-pays basis.

- Schools may also invite parents to supply or purchase educational items to use and own (e.g. textbooks, stationery, digital devices).



FINANCIAL HELP FOR FAMILIES

- Schools put in place financial hardship arrangements to support families who cannot pay for items or activities so that their child doesn't miss out.
- Schools have a nominated parent payment contact person(s) that parents can have a confidential discussion with regarding financial hardship arrangements.



SCHOOL PROCESSES

- Schools must obtain school council approval for their parent payment arrangements and publish all requests and communications for each year level on their school website for transparency.

Foundation Parent Payment Form 2026



Educational Items for Students to Own		Amount
Faber Castell Triangular Grip Crayons (12 pack)	1	\$76.85
Scrap Book 64 page 330 x240mm	9	
Faber Junior Grip Coloured Pencils w. Sharpener (10 pack)	2	
Kluwell Home Reading Junior Level	1	
Staedtler Natural Jumbo Triangular 2B	5	
Pictor Premium A4 Exercise Book 25mm Ruled 64 page	2	
Pictor Premium Writing Book Dotted Thirds 24mm 64 page	2	
Macmillan My Alphabet Scrapbook for Victoria	1	
Education Story Box Blue	1	
Expo Whiteboard Marker Fine Black	10	
Pictor Premium Mini 225 x 175mm 64 page exercise book 8mm	1	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Pictor Premium Soft Grip Scissors 135mm Blunt Tip	1	
Staedtler 920 Glue Stick 35g	9	
Book Satchel	1	
Adjustable Bucket Hat	1	
Adjustable Headphone with mic and volume control	1	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount
Classroom consumables, materials & equipment		\$83.15
Printing and photocopying of worksheets and learning materials	\$66.03	
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics (\$10.30)		\$17.12
Online subscription - PM eReaders (\$6.82)		
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Foundation Parent Payment Form 2026



Financial Support for Families

Taylors Lakes Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF). Apply by 1st June. (This cannot be applied to the bookpack).
- families who do not have an immediate capacity to pay are able to pay in instalments.

Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

Your child will receive their books on the first day of school if payment has been received **before** that day. Payments on or after the first day are accepted but this may result in having to wait to receive the book pack.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

Parent Payments Policy

A copy of the Parent Payments Policy is available on Compass and also on the school website www.tlps.vic.edu.au.

Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Art smock
- Pencil case
- 2 boxes of tissues

Please note that the school hat is part of the Foundation book pack and does not need to be purchased separately.

Year 1 Parent Payment Form 2026



Educational Items for Students to Own		Amount
Pictor Twist Crayons Wallet 12	1	\$81.00
Pictor Writing Book 64pg 24mm Dotted Thirds 64 page	7	
Pictor Scrap Book 64 page 100GSM 330x240mm	6	
Pictor Exercise Book A4 48 page 24mm Dotted Thirds	1	
Staedtler Natural Jumbo Triangular Pencils HB	2	
Kluwell Home Reading Book Junior	1	
Oxford My Personal Dictionary for Victoria 4 th Edition	1	
Initiative Spiral Notebook Top Bound 200x127mm 200 page	1	
Handwriting Book Oxford First Vic 1	1	
Expo Whiteboard Marker Fine Black	2	
Expo Whiteboard Marker Fine Blue	2	
Faber-Castell Junior Triangular Coloured Pencils with Sharpener (10 pack)	2	
Document Wallet A4 Purple	1	
Faber-Castell 1111 School Writing Pencils HB	8	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Pictor Premium Soft Grip Scissors 135mm Blunt Tip	1	
Staedtler 920 Glue Stick 35g	9	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		
Classroom consumables, materials & equipment		\$79.00
Printing and photocopying of worksheets and learning materials	\$61.88	
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics (\$10.30)		\$17.12
Online subscription - PM eReaders (\$6.82)		
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Year 1 Parent Payment Form 2026



Financial Support for Families

Taylor's Lakes Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF). Apply by 1st June. (This cannot be applied to the backpack).
- families who do not have an immediate capacity to pay are able to pay in instalments.

Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

Your child will receive their books on the first day of school if payment has been received **before** that day. Payments on or after the first day are accepted but this may result in having to wait to receive the book pack.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

Parent Payments Policy

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Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Art smock
- Library bag
- Pencil case
- 2 boxes of tissues
- School hat (to stay at school)

Year 2 Parent Payment Form 2026



Educational Items for Students to Own		Amount
Pictor Twist Crayons Wallet 12	1	\$73.90
Pictor Scrapbook 64 page 100gsm 330X240mm	6	
Doms XL Dust Free Erasers White Large	2	
Ruler Wooden 30cm	1	
Pictor Blue Handle School Scissors 170mm Blunt End	1	
Kluwell Home Reading Book Junior Level	1	
Pictor Premium Exercise Book 64pg 18mm Dotted Thirds	8	
Premium Yellow Sticky Notes 75x75mm	2	
Pictor Highlighter Chisel Yellow	1	
Staedtler 920 Glue Stick 35g	6	
Oxford Handwriting First for Vic Book 2	1	
Marbig Refillable Display book A4 20 Pocket Black Clear Front	1	
Expo Whiteboard Marker Fine Black	5	
Education Book Box Blue	1	
Document Wallet 44 Button Purple	1	
Document Wallet A4 Button Clear	1	
Pictor Doms Full Size Colour Pencils Box 12	2	
Faber-Castell 1111School Writing Pencils HB	8	
Faber Castell Connector Pens (Pack 12)	1	
Initiative Spiral Notebook Top Bound 200x127mm 200 page	1	
Artline 210 Fineliner Pen Medium Black	2	
Pictor Premium A4 48 Page Project Book 18mm Plain/Dotted Thirds	1	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Pictor Premium Project Boox 330 x 245 Plain/Dotted Thirds	2	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount
Classroom consumables, materials & equipment	\$68.98	\$86.10
Printing and photocopying of worksheets and learning materials		
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics (\$10.30)	\$17.12	
Online subscription - PM eReaders (\$6.82)		
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Year 2 Parent Payment Form 2026



Financial Support for Families

Taylors Lakes Primary School understands that some families may experience financial difficulty and offers a range of support options, including:

- the Camps, Sports and Excursions Fund (CSEF). Apply by 1st June. (This cannot be applied to the backpack).
- families who do not have an immediate capacity to pay are able to pay in instalments.

Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

Your child will receive their books on the first day of school if payment has been received **before** that day. Payments on or after the first day are accepted but this may result in having to wait to receive the book pack.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

Parent Payments Policy

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Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Pencil case
- Library bag
- 2 boxes of tissues
- School hat (to stay at school)

Year 3 Parent Payment Form 2026



Educational Items for Students to Own		Amount
Pictor Premium Exercise Book 18mm Dotted Thirds A4 96 page	7	\$66.30
Pictor Mega Scrapbook 64 page	6	
Ruled Writing Pad A5	1	
Pictor Doms Eraser White Large	1	
Wooden Ruler 30cm	1	
Blue Handle Scissors 170mm	1	
Artline Supreme Fineliner Pen 0.4mm Black	1	
Pictor Red Checking Pencil	2	
Kluwell Home Reading Middle Level	1	
Premium Yellow Sticky Notes 76 x 76mm	1	
Pictor Twist Crayons Wallet 12	1	
Document Wallet A4 Purple	1	
Document Wallet A4 Clear	1	
Oxford Handwriting First for Vic Book 3	1	
Expo Whiteboard Marker Fine Black	1	
Expo Whiteboard Marker Fine Blue	1	
Pictor Premium A4 Project Book 14mm Plain/Dotted Thirds 48 page	1	
Pictor Premium Mini 225x175mm 64 Page Exercise Book 8mm Ruled	2	
Pictor Doms full size colour Pencils Box 12	1	
Faber-Castell 1111 School Writing Pencils HB	6	
Marbig Refillable Display Book A4 20 Pocket Black Clear Front	1	
Artline 210 Fineliner Pen Medium Black	1	
Faber-Castell Connector Pens Assorted 12	1	
Pictor Premium Graph Book 48 page	1	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Staedtler 920 Glue Stick 35g	6	
Pictor Premium Project Book 18mm 64 Page	1	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount
Classroom consumables, materials & equipment		\$93.70
Printing and photocopying of worksheets and learning materials	\$83.40	
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics	\$10.30	
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Year 3 Parent Payment Form 2026



Financial Support for Families

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- the Camps, Sports and Excursions Fund (CSEF). Apply by 1st June. (This cannot be applied to the backpack).
- families who do not have an immediate capacity to pay are able to pay in instalments.

Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

Your child will receive their books on the first day of school if payment has been received **before** that day. Payments on or after the first day are accepted but this may result in having to wait to receive the book pack.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

Parent Payments Policy

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Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Pencil case
- Library bag
- 2 boxes of tissues
- School hat (to stay at school)

Year 4 Parent Payment Form 2026



Educational Items for Students to Own		Amount
Pictor Scrapbook 64 page 100gsm 330x240mm	5	\$77.35
Pictor Exercise Book A4 64pg 14mm D/3rds	6	
Pictor Doms Dust Free Eraser White Large	2	
Ruler Wooden 30cm	1	
Faber-Castell Graphite Pencils HB 1111	8	
Pictor Premium Graph Book A4 48 pg 10mm	1	
Artline 210 Fineliner Black Medium	1	
Faber Castell Connector Marker Pen (12 pack)	1	
Kluwell Home Reading Book Middle Level	1	
Pictor Highlighters Pack 4	1	
Pictor Premium Mini Exercise book 64 page	5	
Pictor Twist Crayons Wallet 12	1	
Oxford Hand Writing First for Vic Book 4	1	
Education Story Box Blue	1	
Clipfolder PVC A4 Black	1	
Document Wallet A4 Button Purple	1	
Document Wallet A4 Button Clear	1	
Artline Supreme Fineliner Pen 0.4mm black	1	
Office Pad 8mm Rule A5 White	2	
Expo Whiteboard Marker Fine Black	2	
Expo Whiteboard Marker Fine Blue	2	
Pictor Doms Full Size Colour Pencils Box 12	1	
Pictor School Scissors Blue Handle 170mm	1	
Refillable Display Book A4 20 Pocket Black Clear Front	1	
Initiative 4 Colour Retractable Ballpoint Pen 1.0mm	2	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Staedtler 920 Blue Stick 35g	6	
Pictor Premium Exercise Book 8mm 48 page Moon	1	
Pictor Premium A4 48 Page Project Book 14mm	1	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		
Classroom consumables, materials & equipment		\$82.65
Printing and photocopying of worksheets and learning materials	\$72.35	
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics	\$10.30	
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Year 4 Parent Payment Form 2026



Financial Support for Families

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- the Camps, Sports and Excursions Fund (CSEF). Apply by 1st June. (This cannot be applied to the backpack).
- families who do not have an immediate capacity to pay are able to pay in instalments.

Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

Your child will receive their books on the first day of school if payment has been received **before** that day. Payments on or after the first day are accepted but this may result in having to wait to receive the book pack.

Refunds

Parent requests for refunds are subject to the discretion of the school and made on a case-by-case basis. Refunds will be provided where the school deems it is reasonable and fair to do so, taking into consideration whether a cost has been incurred, the Department's Parent Payment Policy and Guidance, Financial Help for Families Policy and any other relevant information.

Parent Payments Policy

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Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Pencil case
- Library bag
- 2 boxes of tissues
- School hat (to stay at school)

Year 5 Parent Payment Form 2026



Educational Items for Students to Own		Amount
Pictor Sketch Book 579 272x360mm Spiral Side	3	\$66.72
Pictor Twist Crayons Wallet 12	1	
Pictor Premium Exercise Book A4 48 page 8mm Feint Ruled	13	
Ruled Writing Pad A4 100 leaf	2	
Pictor Doms Dust Free Eraser Large	2	
Ruler Plastic 40cm	1	
Clipfolder A4 Black	1	
Faber Castell Graphite Pencils HB 1111 Eco	5	
Pen Papermate Inkjoy Red Medium	4	
Pen Papermate Inkjoy Black Medium	4	
Pen Papermate Ink joy Blue Medium	4	
Pictor Highlighter (4 pack)	1	
Premium Yellow Sticky Notes	2	
Artline 200 Fineline 0.4mm Black	3	
Pictor Scissors 170mm Blue	1	
Pictor Premium Graph Book 48 page A4	2	
Faber-Castell Connector Pens (12 pack)	1	
Document Wallet A4 Button Purple	1	
Protractor 180 Degrees 100mm	1	
Expo Whiteboard Marker Fine Black	3	
Artline 210 Fineliner Pen Medium Black	1	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Doms Full Size Colour Pencils Box 12	1	
Refillable Display Book A4 20 Pocket Black Clear Front	2	
Pictor Premium Mini 64 Page Exercise Book 8mm Ruled	1	
Staedtler 920 Glue Stick 35g	6	
Pictor Premium A4 48 Page Project Book 8mm	1	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		
Classroom consumables, materials & equipment		\$93.28
Printing and photocopying of worksheets and learning materials	\$82.98	
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics	\$10.30	
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Year 5 Parent Payment Form 2026



Financial Support for Families

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- the Camps, Sports and Excursions Fund (CSEF). Apply by 1st June. (This cannot be applied to the backpack).
- families who do not have an immediate capacity to pay are able to pay in instalments.

Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

Your child will receive their books on the first day of school if payment has been received **before** that day. Payments on or after the first day are accepted but this may result in having to wait to receive the book pack.

Refunds

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Parent Payments Policy

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Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Pencil case
- 2 boxes of tissues
- School hat (to stay at school)

Year 6 Parent Payment Form 2026



Educational Items for Students to Own		Amount
Protractor 180 degree	1	
Pictor Sketch Book 579 272x360mm 20 page	4	
Pictor Scrapbook 64 page 330x240 mm	4	
Pictor Exercise Book A4 48 page 8mm	10	
Ruled Pad Super Bank A4 100 Leaf	1	
Premium Yellow Sticky Notes 76x76	1	
Insert Cover Front and Spine Fixed Display Book A4 40 pocket	3	
Pictor Doms Dust Free Eraser White Large	2	
Scissors 170mm blue	1	
Faber Castell Graphite Pencils HB 1111	8	
Pen Papermate Inkjoy Red Medium	2	
Pen Papermate Inkjoy Blue Medium	4	
Pictor Highlighter Assorted (4 pack)	1	\$62.30
Artline Supreme Fineliner Pen 0.4mm Black	2	
PVC Clipfolder A4 Black	1	
Pictor Premium Graph Book 48 page A4	4	
Initiative Correction Tape 5mm x 8m	1	
Pictor Doms Full Size Colour Pencils Box 12	1	
Faber Castell Connector Pens Assorted Pack 12	1	
Artline 210 Fineliner Pen Black Medium	1	
Refillable Display Book A4 20 Pocket Black Clear Front	1	
Ruler Plastic 40cm Clear	1	
Staedler Glue Stick Large 35g	5	
Pictor Two Hole Sharpener Atlantis with Cannister and Lid	1	
Pictor Premium 48 Page Project Book 8mm	1	
Curriculum Contributions - items and activities that students use, or participate in, to access the Curriculum		Amount
Classroom consumables, materials & equipment		
Printing and photocopying of worksheets and learning materials	\$87.40	\$97.70
Materials and equipment for the specialist learning programs		
Online subscription - Mathletics	\$10.30	
Total Educational Items and Curriculum Contributions		\$160.00
Other Contributions – for non-curriculum items and activities		Amount
To support school grounds, maintenance and improvements	\$25.00	
To support the learning technology program	Per family	

Category	Total
Educational Items and Curriculum Contributions	\$160.00
Other Contributions	\$
Total Payable to School	\$

Year 6 Parent Payment Form 2026



Financial Support for Families

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Payment methods

Preferred method of payment is through the Compass app.

Payments may be made by Eftpos or cash at the school office.

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Other Items for Parents to Provide

On the first day of term 1, please provide to your child's teacher:

- Pencil case
- 2 boxes of tissues
- School hat (to stay at school)