

Grades 1 - 8 | Kindergarten | Preschool | Family Programs



Enrolment Information Package 2025-2026



Thank you for your interest in Mulberry Waldorf School!

We are an independent, community-based school rooted in the ideals of Waldorf education. Our school was established in 1996 and is a not-for-profit, charitable organization. We offer programs family programs, including Pregnancy Circle, Parent & Infant, Parent & Child through Grade Eight.

We believe in nurturing each child's academic, physical and social/emotional well-being by offering a well-rounded and developmentally appropriate curriculum that integrates the arts and movement. This multidisciplinary approach to engaging the head, heart and hands stirs the imagination and enhances and enriches learning. We aim to cultivate freedom in thinking, healthy emotional development, compassion, and imagination – essential capacities for becoming active citizens of the world. Our graduates attend high schools in the Greater Kingston Area. Our alums have chosen post-secondary education in the Sciences, Arts, Engineering, Skilled Trades, Health Sciences, Social Sciences, and the Humanities, as well as a wide range of work and volunteer opportunities in Canada and abroad.

Our school is an Associate Member of both the Association of Waldorf Schools of North America and the Waldorf Early Childhood Association of North America. We are proud to be part of a global community of over 1,100 Waldorf Schools in 83 countries.

We invite you to get to know more about our school, educational philosophy, and curriculum by referring to our website (www.mulberrywaldorfschool.ca) and scheduling a personalized tour.

We look forward to hearing from you in person, by phone at 613-542-0669, or by email at administrator@mulberrywaldorfschool.ca.

**G.K. Peelu Hira
Administrative Head**

PROGRAMS AND AGE REQUIREMENTS

FAMILY PROGRAMS:	
Pregnancy Circle	One evening per week over six weeks for expectant parents.
Parent & Infant	One afternoon per week for a term (Fall, Winter, and/or Spring) for parents/caregivers and infants (newborn to about 1 year).
Parent & Child	One morning per week for a term (Fall, Winter, and/or Spring) for parents/caregivers and children (1 – 3 years of age). Younger siblings are welcome.
EARLY CHILDHOOD:	
Morning Garden Preschool	Program options available for children who are at least 2 years and 8 months old by September 1 st and show readiness for an independent school experience (e.g., can separate from parent and follow group activities). We welcome children who are on the path to being toilet-ready.
Kindergarten	Children should be 4 by September 1 st and show readiness for Kindergarten (e.g., developing independence with self-care, can separate from parent, engage in a full day of programming, and participate in play with peers). Children with Fall birthdays may be considered.
GRADE SCHOOL:	
Grade 1	Children should be 6 by September 1 st and show readiness for Grade 1. Children with birthdays in September may be considered.
Grades 2 through 8	Children must have successfully completed the previous grade.



SCHOOL AND PROGRAM HOURS

MORNING GARDEN PRESCHOOL:	
STANDARD PROGRAM - MORNINGS OR FULL DAYS *Mornings are from 8:45 am to noon *Full days are from 8:45 am to 3:30 pm *Afternoons must match mornings	1. Monday – Wednesday, 3 mornings/full days 2. Thursday and Friday, 2 mornings/full days 3. Monday – Friday, 5 mornings/full days
TAILORED MORNINGS OR FULL DAYS *Limited spaces available	Any combination of two or more mornings/full days other than the Standard programs. OR One or more additional morning/full day added to a Standard program.
KINDERGARTEN:	
STANDARD PROGRAM	Mondays – Thursdays, 8:40 am to 3:30 pm
OPTIONAL FRIDAY CARE PROGRAM	Fridays, 8:40 am – 3:30 pm
HALF DAY OPTION *This option does not offer the full Kindergarten curriculum and may be available only to children who are 4 years old. Please contact the Office to schedule a conversation with a Kindergarten teacher.	Mondays – Thursdays, 8:40 am to 12:00 pm
GRADE SCHOOL:	
Grade School	Mondays – Fridays, 8:30 am to 3:30 pm
EXTENDED CARE AVAILABLE WITH SUFFICIENT ENROLMENT AND STAFFING:	
Before Care	Beginning at 8:00 am, Mondays – Fridays *Advance registration required.
After Care	From 3:30 pm to 5:15 pm, Mondays – Fridays * Advance registration required.

TUITION FEES

FAMILY PROGRAMS:	
PREGNANCY CIRCLE	\$150 for six week session
PARENT & INFANT	Fall session (15 weeks) - \$120 Winter session (9 weeks) - \$72 Spring session (13 weeks) - \$104
PARENT & CHILD	Fall session (15 weeks) – \$277.50 Winter session (9 weeks) – \$166.50 Spring session (13 weeks) – \$240.50 *Monday and Friday programs will be prorated for holidays/PD days.
NON-REFUNDABLE REGISTRATION FEE <i>* for Morning Garden Preschool through Grade 8</i>	\$400/student or \$600/family <i>* payable after acceptance and to confirm admission</i>
MORNING GARDEN PRESCHOOL (payable in full or monthly installments):	
STANDARD PROGRAM – MORNINGS 3 mornings (Monday, Tuesday and Wednesday) 2 mornings (Thursday and Friday) 5 mornings (Monday-Friday) <i>*includes morning snack</i>	\$6,000 per year \$4,000 per year \$10,000 per year
STANDARD PROGRAM – FULL DAYS 3 full days (Monday, Tuesday and Wednesday) 2 full days (Thursday and Friday) <i>*includes lunch and afternoon snack</i>	\$10,295 per year \$ 6,860 per year
STANDARD PROGRAM – FULL WEEK (5 DAYS) <i>*includes morning snack, lunch and afternoon snack</i>	\$14,990 per year
TAILORED MORNING OPTION	\$2,300 per morning per year
TAILORED FULL DAY OPTION	\$3,850 per full day per year
KINDERGARTEN (payable in full or monthly installments):	
STANDARD PROGRAM (full days, Monday-Thursday) <i>*includes morning snack, lunch and afternoon snack</i>	\$12,500 per year
KINDERGARTEN – FULL WEEK OPTION (5 full days) <i>*includes morning snack, lunch and afternoon snack</i>	\$14,000 per year
KINDERGARTEN – HALF DAY OPTION (Monday-Thursday) <i>*includes snack and lunch</i>	\$8,000 per year
FRIDAY EARLY CHILDHOOD ENRICHMENT MORNINGS <i>*Registration is required for each term. This is not a drop-in program. Fee is pro-rated based on start date.</i>	\$32 per morning

GRADE SCHOOL (payable in full or monthly installments):	
GRADE SCHOOL Tuition for all Grades * Grades 5 through 8 families are expected to participate in fundraising throughout the school to support the cost of end of year trips. Families may be required to pay additional costs for these end of year trips.	\$13,650 per year

For payment structure, sibling discounts and tuition adjustment, see Tuition and Program Payment Policies section

EXTENDED CARE FEES

Before Care (beginning at 8:00 am)	\$215/day/year (Minimum 3 month registration)
After Care (3:30 – 5:15 pm)	\$395/day/year (Minimum 3 month registration) \$16/day for occasional use (advance notice required) *Late fees (\$5 for each 10 minute increment will be applied after 5:15 pm)



ENROLMENT AND FINANCIAL INFORMATION

APPLICATION PROCESS FOR NEW FAMILIES AND MORNING GARDEN STUDENTS

Our enrolment process provides time for parents to get to know our school as well as the Waldorf educational philosophy and curriculum. It is important for our Faculty to have a picture of the student to determine whether we can meet their needs while continuing to meet the needs of the children currently enrolled in the class. The process involves the following steps:

1. Review our website (www.mulberrywaldorfschool.ca) for information about our school, educational philosophy and curriculum
2. Schedule a personalized tour the school by contacting the office
3. Complete an Application Form, which includes copies of any additional health, educational and behavioural therapy reports
4. Optional visit for Grade School students and optional observation day for Kindergarten parents
5. Admissions Meeting followed by Faculty Review
6. If admission is confirmed, families will be invited to complete the enrolment process.

Application Forms are available on our website and through the office. Parents are asked to submit the completed Form to the office. We ask that parents also share any potential or existing health, educational or behavioural concerns, as well as any progress reports and/or assessments (e.g., reports from previous schools and any psycho-educational, speech language therapy, occupational therapy, physiotherapy assessments). Sharing this information is essential to help determine whether we can meet their needs while continuing to meet the needs of the children currently enrolled in the class.

The Admissions Meeting is an opportunity for the parents and student to meet Faculty members and allows the Faculty members to observe the student's readiness for the program. For families not able to travel to Kingston, the Meeting may be conducted by telephone or videoconferencing. Based on the Meeting, observations, and information shared, the Faculty will determine whether the needs of the student can be met within our programs. We aim to notify parents of admission confirmation within two weeks of the Admissions Meeting. If admission is confirmed, we invite parents to complete the enrolment process as soon as possible.



ENROLMENT PROCESS (Re-enrolment and new enrolment)

To complete enrolment, your family will need:

1. Completed and signed Enrolment Agreement
2. If applying for Tuition Adjustment, please refer to the Tuition Adjustment section of this Package
3. Payment of Non-refundable Registration Fee of \$400 per child or \$600 per family (separate and in addition to tuition fees) with the completed Enrolment Agreement
4. Commitment to pay tuition fees by July 1st or in equal monthly installments (July 1st through April 1st)
5. Copy of the student's up to date immunization record or applicable "Statement of Conscience or Religious Belief" Affidavit. Parents must bring the original copy to Kingston, Frontenac and Lennox & Addington (KFL&A) Public Health (see section at the end of this Package)
6. Indication of how you wish to volunteer (e.g., school governance, school events, classroom enrichment) as part of the Enrolment Agreement Form.

All required forms and commitment to pay must be on file before children may attend school.

All existing families must have accounts in good standing in order to re-enrol.

Immunization Record or "Statement of Conscience or Religious Belief" Affidavit

Mulberry Waldorf School abides by the Ontario Ministry of Health and Long-Term Care *Immunization of School Pupils Act* and the Ministry of Education *Child Care and Early Years Act* requirements as they pertain to immunization. The *Immunization of School Pupils Act* requires that all children and adolescents attending primary or secondary school in Ontario be up to date for certain routine childhood immunizations (the requirements depend on the age of the child and align with the Publicly Funded Immunization Schedule for Ontario), unless they have a valid medical exemption or religious or conscience belief exemption on file at their local public health unit. The *Immunization of School Pupils Act* provides an opportunity for parents of children in Kindergarten and above to obtain a valid exemption if they are opposed to following the recommendations in the Publicly Funded Immunization Schedule for Ontario. In this case, parents must fill out the Ministry of Health and Long-Term Care's "Statement of Conscience or Religious Belief, Immunization of School Pupils Act". The Ministry of Education's *Child Care and Early Years Act* provides an opportunity for parents of children in Morning Garden Preschool to obtain a valid exemption if they are opposed to following the recommendations in the Publicly Funded Immunization Schedule for Ontario. In this case, parents must fill out the Ministry of Education's *Child Care and Early Years Act's* "Statement of Conscience or Religious Belief".

Parents must provide the office and KFL&A Public Health with any immunization updates.



TUITION AND PROGRAM PAYMENT POLICIES

As an independent school, Mulberry operates our school based on tuition revenues to pay for operating expenses including modest salaries for staff, maintenance of our school building and materials, equipment, and field trips for each class. Since our school opened in 1996, we have strived to keep tuition fees reasonable and offer sibling discounts and tuition adjustment. This must be balanced with the school's financial sustainability and the ability to retain experienced and well qualified teachers and staff. Tuition revenues fund 80% of operational costs. The remaining 20% of costs depend on donations and grants.

Tuition fees may be paid in full by July 1st or in equal monthly payments from July 1st through April 1st. Equal payments for *enrolment after* July 1st, begin that month, then the first of each month through to April 1st.

The Non-refundable Registration Fee (\$400 for one child or \$600 per family) is in addition to tuition fees. This is due upon registration with completed Enrolment Forms, except when applying for tuition adjustment.

Sibling Discount

Mulberry Waldorf School offers a 20% sibling discount on tuition for a second child and a 50% sibling tuition discount for the third child and each subsequent child for Kindergarten through Grade 8.

***The sibling discount does not apply to Extended Care programs and is not available in conjunction with tuition adjustment.**

Tuition Adjustment

Mulberry Waldorf School offers Tuition Adjustment to families based on financial need and household income, as well as the school's budget.

For new families, please submit the following documents:

1. A completed **Application Form**
2. A Completed **Tuition Adjustment Application Form**
3. All parents' **Notice of Assessments** (NOAs) from the previous tax year

For continuing families, please submit the following documents:

1. A completed **Enrolment Agreement**
2. A Completed **Tuition Adjustment Application Form**
3. All parents' **Notice of Assessments** (NOAs) from the previous tax year

*The school will notify the parent(s) of **tuition adjustment** within one week (except for during holidays). After receiving notification, the parent(s) have a one-week period to complete the enrolment process.*

***Tuition adjustment does not apply to Extended Care programs and is not available in conjunction with sibling discounts.**



Administration Fees

A \$40.00 fee will be levied for all declined payments.

Any changes to programming after September 20, 2025, will incur a minimum Administration Fee of \$25.00.

Any changes to payment structure after September 20, 2025, will incur a minimum Administration Fee of \$25.00.

We strive to meet requests for letters, forms or record completion within 5 to 7 business days unless otherwise notified. Each request will incur a minimum Administration Fee of \$25.00.

PROBATIONARY PERIOD POLICY

For students new to a program, the **first 6 weeks** of attendance are a probationary period. This can be extended, in writing, at the discretion of the Faculty. During the probationary period the family will have the opportunity to become familiar with the school, and the Faculty will be able to observe the student's needs and abilities. If a student's needs cannot be met by our program and our staff, we will meet with the parents to share observations and discuss options. The school reserves the right to discharge a student if we are unable to meet the student's needs.

WITHDRAWAL AND REFUND POLICY

Morning Garden Preschool, Kindergarten, and Grades 1 through 8:

If a family withdraws after July 1, 2025, and before March 1, 2026, one full month's written notice and payment is required. Amounts owing (if any) will be calculated based on our July 1st through April 1st standard schedule.

If a family withdraws from extended care programming, one full month's written notice and payment is required.

After March 1, 2026, no refund will be given.

If Mulberry Waldorf School is unable to meet the student's needs, the school reserves the right to discharge a student. All prior payments are considered non-refundable. If a family is not on a standard payment plan, any amounts owing will be calculated on a July through April schedule.

Family Programs:

If a parent withdraws after the start of the session, fees for the number of weeks attended are due and payable.

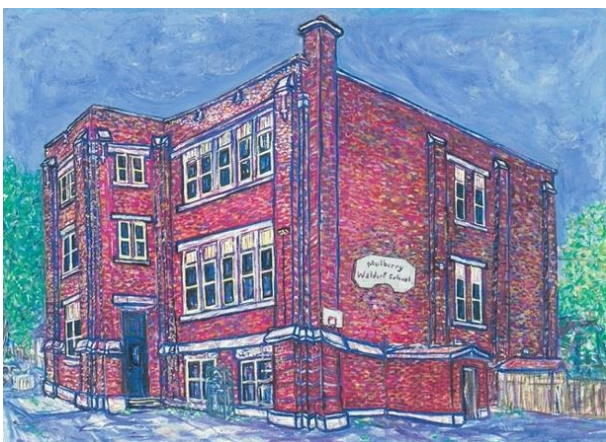
PARENT PARTICIPATION AND COMMUNITY BUILDING

Mulberry began in 1993 as the vision of a small group of parents interested in the ideals of Waldorf education. Our community-based school has flourished with the involvement of many families who have shared their diverse ideas, skills and experiences. Parents often reflect on how their involvement provides a holistic contribution to their families' experience at the school. Getting involved builds connections with other parents, teachers, staff and the wider community. Most importantly, our children sense the meaningfulness that comes with their parents' contribution to the school. To them it cultivates a sense of belonging that includes not just themselves, but their whole family. We look forward to each parent's involvement in one or more of these areas:



- **Supporting the school's governance structure** (committees and Board of Directors)
- **Supporting school events and building community**
- **Enhancing our naturalized playgrounds**
- **Volunteering in classrooms**
- **Contributing to the improvement of our school inclusion**
- **Sharing a passion (e.g., gardening) or expertise (e.g., knitting).**

ANNUAL GIVING CAMPAIGN



Artwork by M.P Tully

As an independent school and charitable organization, Mulberry relies on tuition revenues to pay for operating expenses including modest salaries for staff, maintenance of our school building and materials, equipment, and field trips for each class. Since our school opened in 1996, we have strived to keep tuition fees reasonable and offer sibling discounts and tuition adjustment. This must be balanced with the school's financial sustainability and the ability to retain experienced and well qualified teachers and staff. Tuition revenues fund 80% of operational costs. The remaining 20% of costs depend on donations and grants. Donations are eligible for charitable tax receipts.

Each family's donation to our Annual Giving Campaign helps to sustain our independent school.