

Financial Adjustment Program

Overview

Polaris School and Centre aims to ensure that no child be denied the opportunity to attend the School for financial reasons. Funds for our Financial Adjustment Program are raised by the School Community through fundraising, gifts and special events throughout the year. Commitment to the School is expected of all families, regardless of the level of their financial contribution. All families, including those receiving assistance, are expected to contribute to the best of their ability to the School, by volunteering, recognizing that a Financial Adjustment Program benefits everyone, and enhances our classes and school community.

Although the School is committed to trying to meet the needs of all families who seek a Waldorf education, we must do so in a fiscally responsible manner to ensure that we are able to run all of our programs and meet the needs of the School. Therefore, there are some limits to the amount of financial support available. At this time, our Financial Adjustment Program is available to all families with a child(ren) enrolled in any of our 3, 4 or 5 day programs. We understand that each family has their own unique situation, and our hope is to foster a relationship with each family of mutual care and respect.

To facilitate this process, we have partnered with a local, independent organization, Apple Financial, who has a long history of working with independent schools and many Waldorf Schools throughout Canada. We would welcome you to visit their website to learn more about them and the services they provide (<https://www.applefinancialservices.ca/about>). All families requesting an adjustment to their annual contribution, must apply online through the [Apple Financial](#) website. Note, that there is a \$60 fee for this service. If this represents a barrier for you and your family, please contact the office to discuss further. We will strive to find a solution that works for your family.

Process

If a family is unable to meet the financial guidelines outlined in our fee schedule, the family will then apply for an adjustment and the process is as follows:

- 1) Request for an adjustment made on their Admissions or Re-Enrollment Form.
- 2) Complete the online application through Apple Financial.
- 3) Attend a Financial & Development Meeting, with two members of the Adjustment Program.

The Financial & Development Meeting is an opportunity for the family and school to come together and have a conscious conversation about both the needs of the school and that of the family. During this meeting the school's budget will be reviewed, as well as the family's own financial situation. Together we will explore how best to meet both the needs of the family and the school, and arrive, by consensus, at an annual contribution amount.

The Adjustment Program Committee comprises of three members, the Treasurer, Administrator and an independent member of the community (not a current parent). They will review all adjustment applications and the Administrator and Independent Member will facilitate the Financial & Development Meetings. Discussions

between the Adjustment Program Committee and Parents, and the decisions reached will remain confidential. We ask that families applying for and/or receiving support, not disclose this information to others.

Adjustment are for one year and will be reviewed annually with families at the annual Financial & Development Meeting. The criteria for awarding assistance, gives priority to families already in the School. The total amount of financial assistance will be determined each year by the Board of Directors according to the operational needs of the School.

Financial Adjustment Checklist:

- Return the Admissions Application and/or Re-enrollment Form by March 30th, 2020.
- Submit your application online through Apple Financial by March 30th, 2020.
- Submit payment for the \$500 deposit to secure a spot for your child(ren) *(note that the deposit is only refundable after September 1st, 2020).*
- Attend a Financial & Development Meeting *(note that you will be contacted to arrange for a convenient time to meet).*