



FEES PER TERM in Kshs for 2021 – 2022

	First Child 100%	Other Children 10% Sibling Discount
TODDLER AND PLAYGROUP 5 days / full week	75,276/-	67,750/-
KINDERGARTEN 5 days / week	91,800/-	82,620/-
AFTERNOON CARE	5,760/- for one day per term	--
PRIMARY SCHOOL		
Class 1 (off on Friday afternoons)	149,340/-	134,406/-
Class 2 (full time)	196,911/-	177,220/-
Class 3-8 (full time)	230,795/-	207,716/-
HIGH SCHOOL		
Class 9-10 (full time)	290,802/-	261,722/-

APPLICATION FEE

A non-refundable Ksh 5,000/ (five thousand) is due with submission of the application.

ADMISSION FEE

Each child admitted to the Waldorf Kindergarten will pay a non-refundable admission fee of Kshs 7,000/- (seven thousand).

Each child admitted to the Waldorf Primary School will pay a non-refundable admission fee of Kshs 12,000/- (twelve thousand).

Each child having been admitted to the Primary School from the Kindergarten must also pay the additional Kshs 12,000/- admission fee. The previously paid Kshs 7,000/- admission fee is not credited.

SECURITY DEPOSIT

Each child admitted to the Waldorf Kindergarten will pay a fully refundable security deposit of Kshs 20,000/- (twenty thousand).

Each child admitted to the Waldorf Primary School will pay a fully refundable security deposit of Kshs 50,000/- (fifty thousand).

When a child transitions from the Kindergarten to Primary school, the family will pay Kshs 30,000/- (thirty thousand) to “top up” their security deposit from the Kindergarten to the Primary rate.

FEE INCLUSIONS / EXCLUSIONS

AFTERNOON CARE

Afternoon care for kindergarten should be booked and paid for at the beginning of the term.

Kshs 11,520/ for two days per term

Kshs 17,280/ for three days per term

Kshs 23,040/ for four days per term

Kshs 28,800/ for five days per term

CLASS MATERIALS

All writing books, main lesson books, textbooks, and basic drawing and craft materials are included. Materials for special projects are purchased by parents directly from suppliers or by teachers and charged to the parents. Class outings and trips will be charged to the parents. Replacement for lost or damaged items (e.g. fountain pen) will be charged to the parents.

GAMES

The primary school children are required to wear a games kit which is available from the school. A T-shirt costs Kshs 700/ and shorts are Kshs 600/. For activities like swimming, children are required to provide their own costume and towel. Cleats, shin guards, and other sport equipment may be required and will be purchased by the parents.

INSURANCE

Basic pupil insurance is covered by Kenya Orient Insurance Company for all medical costs resulting from accidental injury at school or off campus. Ambulance service is covered by AAR. Medical evacuation is covered by Amref Flying Doctors.

MEALS

A warm lunch is included in the Primary school fees. A snack for break and warm lunch are included in the Toddler, Playgroup, and Kindergarten fees.

SCHOOL BUS

School transport is available from most neighborhoods surrounding Nairobi. We will do our best to provide transport to your location. Charges are per term and based on zoned routes by campus.

Zone C: two ways Kshs 31,850/ and one way Kshs 19,110/

Zone B: two ways Kshs 27,925/ and one way Kshs 16,755/

Zone A: two ways Kshs 24,000/ and one way Kshs 14,400/

Daily charge is Ksh 500 per trip for parents who call-in to request the administrators to allow their children use the bus. Requests/confirmations for school transport should be made with the office at the beginning of each term.

WITHDRAWALS

A NOTICE PERIOD OF **ONE TERM** IS REQUIRED FOR WITHDRAWALS FROM THE SCHOOL.

If one term's notice to withdraw from the school is not given, one term's fees is payable to the school in lieu of notice, with forfeiture of the refundable security deposit.

PAYMENT INFORMATION

All fees and payments can be made to either:

Bank Transfer or Deposits to:

NCBA Bank Ltd, Karen Branch
A/c Name: Nairobi Waldorf School Trust
Kshs A/c No. 1002689231
Bank Code: 07000
Branch Code: 119
Swift Code: CBAFKENX

MPesa Paybill to:

Business Number 488700
Account Number – WST space then narration
e.g. WST Fees Jenny
The word WST is a must

For M-Pesa payments, you will receive an M-Pesa reference number and the narration put after the word WST. Please remit the reference number to accounts@nairobiwaldorfschool.ac.ke to enable us update your statement.

PAYMENT DISCOUNTS

You can take advantage of the early bird and / or sibling discounts on school fees as follows:

- a) **2.5%** discount on school fees **paid in full two weeks** before the first day of school
- b) **5%** discount on annual school fees **paid in full** before the first day of school
- c) **10%** sibling discount on school fees for additional (younger) children

PAYMENT OPTIONS, DEADLINES, AND LATE PAYMENTS

1. Full school fees and other related fees (bus fees and other fees billed ahead of or during a term) must be received no later than the first Friday of school of any given term.

- a) A late payment fee of Kshs 5,000/ per child is charged for any outstanding fees past the first Friday of the school term. Outstanding fees include all fees related to a child and are not limited to school fees only.
- b) The full balance on the child's fee account, including the Kshs 5,000/ late payment fee, must be settled no later than the Friday of the second week of school.
- c) Failing to provide payment, the child will be asked to remain at home as the third week of school commences. Parents will receive one e-mail, one letter in hard copy, and one phone call alerting them to the final late payment deadline. It is the responsibility of parents to pay all of the fees on time regardless of whether these alerts have been received or not. Please ensure that contact information is correct, including up-to-date phone numbers and e-mails.

**** PLEASE NOTE ****

On direct deposits or electronic fund transfers, school fees are considered unpaid until the parent provides proof of payment to the Nairobi Waldorf School Trust in adherence with the above stated deadlines.

Post-dated checks are not accepted by the Nairobi Waldorf School Trust.

Payments in kind or other such rendered services cannot substitute the payment of school fees.

2. Per Term Payment Plans

- a) Requests for a payment plan must be made at minimum two weeks prior to the first day of the new term.
- b) Once a request has been made, the school finance team will respond with an application for a payment plan.
- c) An administration fee of Kshs 5,000/ per child is charged with the submission of a complete application to the school.
- d) The school finance team will respond via e-mail within five working days as to the status of your application.
- e) Term fees will be accepted in a maximum of 3 (three) installments. All fees must be cleared by the end of term.
- f) The School will not send reminders for payment deadlines. It is the responsibility of the parents to provide proof of payment for any of the three payments to the school and do so in advance of or on the payment deadline. Parents will receive a confirmation of payment from the school accountant.

****PLEASE NOTE****

Should any of the payment deadlines be missed, the delayed payment option will be cancelled and all fees shall be due immediately. Failing to provide the full payment will lead to the child not being admitted to class.

Parents missing a payment deadline will no longer be eligible for a delayed payment option for the remainder of the school year. Should the failure to meet a payment deadline occur in term III, the parent is not eligible for a delayed payment option for the entire next school year.

3. Regardless of the payment option selected by the family, all fees must be cleared by the end of term. Failure to do so will exclude your child(ren) from school as the new term or academic year commences.

Fees are payable to the Nairobi Waldorf School Trust.