



The Home of Early Education and Childcare

Building relationships with families and communities to develop every child, in a nurturing and engaging environment.

ALWAYS GROWING PRE-SCHOOL

- Since January 2019, Always Growing has offered a unique approach to early education and childcare that keeps the children at the centre. We are very proud of our pre-school that we began running in October 2020, expanding our reach in early education and childcare to a new community.
- Are unique approach is centred on four pillars of pedagogy (4POP).

Reassuring
Relationships

Clear
Communication

Continuous
Curiosity

Enabling
Environment

- Pedagogy is the 'how' in our teaching and we would love you to come and visit us to find out more about this. You can also check out our website [here](https://www.alwaysgrowing.co.uk).

Get in touch on 07761293425 or info@alwaysgrowing.co.uk

HEADLINE INFORMATION

- Our pre-school is open 09:00-15:00 term-time only. We are closed between Christmas and New Year and Bank Holidays too.
- We accept children from the age of 2 years, but also accept 'rising 2's' for those children and parents who are ready a little earlier.
- We offer bookings based around a range of sessions with no minimum attendance required.
- Bookings are calculated and are payable by a termly fee through the 15 or 30 hours of free childcare funding, childcare vouchers or electronic transfer.

PRE-SCHOOL KEY FEATURES

We are a key member of the Cippenham community and pride ourselves on getting to know families, children and their needs to provide a service the community need

Our classroom meets the 7 areas of EYFS Development

A language rich environment to encourage positive communication and expression

There are structured and child-led play activities take place throughout the session

Children experience elements of all cultures from around the world through music, stories and art

Lunch and snack should be brought from home and be healthy and balanced. We are a nut-free environment and cannot cook food for individual children on site

We embrace on a range of Early Years pedagogies to promote independence and real life responsibilities

We have a large garden area that allows for learning and being active in the great outdoors. We are also in an excellent location for local trips and walks

A TYPICAL MORNING IN THE PRE-SCHOOL

09:00-09:30

Breakfast Club

We offer a range of breakfast options that children are encouraged to prepare for themselves. This creates a lovely introduction to the day where teachers and children can interact together and discuss the day ahead.

11:00-11:30

Let's get physical!

Physical play is such an important part of the day where the children can burn some energy and test their physical and mental capabilities. This includes fine and gross motor skills. This usually takes place as a group requiring teamwork which is an essential life skill for the children to develop.

09:45-10:00

Registration

This is an opportunity for everyone to come together and discuss their surroundings, current news and the feelings they have that day.

10:00-11:00

In the great outdoors

The children are encouraged to fully embrace outdoor play in our large garden space. They have the freedom to run, jump, climb and explore everything nature has to offer. They can make mud pies, play sport with their friends or go on a bug hunt in the wild area.

11:30-12:30

Story time, songs and lunchtime

This is a special opportunity for the teachers to share their love and the importance of reading with the children and is one of the highlights of the day. Children are encouraged to talk about the pictures and about what might happen next before creating their own music and singing. It is then time for lunch which children bring in from home and is another important opportunity to promote independence.

A TYPICAL AFTERNOON IN THE PRE-SCHOOL

12:45-13:00

Registration

At this point some children would have left and others arrived so we come together again as a group too share our news and feelings with everyone.

13:00-14:00

In the great outdoors!

Another great opportunity for the children to explore the outside space and to take part in a focused activity with an adult. All of these focused activities and the set up of the room follow the EYFS guidance to support children's development as such an important time in their lives.

14:00-14:15

Group packaway

It is time for teamwork and to all boogie along to our tidy up time song. The children love helping to get the space ready for the following day and to work together with their friends and teachers.

14:15-14.30

Yoga and story time

It's time to relax after a busy day playing. We do calming movements and breathing before story time is used to reflect on what a wonderful day we all had at pre-school.

14:30-15:00

Group games and home time
As children begin to leave for the daytime remaining children can choose their own group activities to do from parachute games to a bear hunt in the garden.

EARLY YEARS AND PRACTICAL SUPPORT

- Always Growing teachers plan and evaluate daily activities to support children's play at the rate and stage that suits your child. Frequent observations are carried out to help identify the stage of children's development and monitor progress carefully to celebrate achievements and identify areas in need of greater focus
- We encourage care of the person and care of the environment throughout the pre-school. Alongside this, we are promoting fine motor skills, coordination, sequencing and independence
- We have meetings with parents across the year to discuss your child's progress

Online Learning Journeys

Holistic
recording of
learning and
development

Links to Early
Years Foundation
Stage

View
your child's
progress at a
glance whenever
you wish on
Family

Digital copy
goes home with
child when they
graduate from pre-
school

Collaborative
multi-agency
working to
support
children

FAMILY - HELPING OUR PARTNERSHIP

- Once your child starts, you will receive log in information for our Famly app. You can set up other family members so they can keep in touch too
- Famly is an online and mobile tool that will enable us to communicate effectively with you, and vice versa
- You will be able to get daily insight into your child's activities with the News Feed. It is also a way of monitoring attendance and sickness too
- We use Famly as part of our assessment and monitoring of children's development, so you can keep track of this and add your own observations and news from home.
- If you have any questions or issues using this software please let us know, it has been designed to make working together easier so we can all focus on supporting the children in every way we can



MEAL TIMES

- All meals are eaten family style. We sit together and take time to talk about our day. We provide a varied breakfast, parents provide a healthy packed lunch and a piece of fruit for snack time.
- We always consider dietary requirements, so please let us know at registration about any specific needs and remember, we are a nut-free environment.
- The children are encouraged to do all they can themselves, including setting the table and clearing their own place away. We encourage the use of utensils, but understand when children may still be working on this.
- Children use metal knives and forks and are starting to use glasses and plates wherever possible. We support them as much or as little as they need throughout this time.

TOILET LEARNING

- We have appropriate size toilets for the children to use
- For those in nappies we change them by the toilets, standing up where possible, to encourage the association and promote toilet training
- We are happy to discuss a plan for transitioning to underwear and completing toilet training when the time is right for you all

CLOTHING

When your child joins, please ensure they have the following items all labelled:

- At least 3 complete changes of clothes
- Suitable indoor shoes
- Nappies, cream and wipes
- Sun hat and sun cream for summer

- Winter hat, coat, mittens and wellington boots for winter
- All in one waterproof
- Cloth laundry bag
- Toothbrush, toothpaste in a small bag

EVENTS AND BIRTHDAYS

A child in a blue hoodie is playing with a yellow and purple ball on a grassy field. The child is in the foreground, leaning forward and reaching for the ball. In the background, another child is visible, also playing with a ball. The field is green and has some yellow cones or markers scattered around.

- We will have events across the year for parents to attend and will communicate these in good time.
- We like to celebrate children and staff member's birthdays at the pre-school.
- We ask parents not to bring goody bags but instead to buy a present that could be used by all children. For example, a story book or seeds. These can have a lasting memory for everyone.

BOOKING YOUR PLACE

- We are delighted that you are considering booking with Always Growing. Here is a bit more information about how the booking process works and what is required at each stage

1. Email info@alwaysgrowing.co.uk confirming that you would like to register for the pre-school

2. Complete the registration form [here](#) then booking request form [here](#). You will need to let us know which days and sessions you require at this point

3. If you are eligible for the 2 year old or 3 and 4 year old funding, there are additional forms to complete. We will require this before we confirm your fees

4. Once we receive your booking request, we will send you a fee schedule and breakdown

5. Check out <https://www.childcarechoices.gov.uk> for more information about different schemes available to help save money on your fees

6. We will arrange a date for you to come in with your child to complete our starter pack and consent form and plan when the settling in sessions take place

7. Once the settling sessions have been completed it is time to start your Always Growing Journey! The balance of your fees will be due before the first session

8. Fees in addition to government funding are payable one month in advance, so you will need to make sure the payments are set up to reach our account in time

WHAT ELSE WOULD YOU LIKE TO KNOW?

What experience and qualifications do we have?

Always Growing is passionate about developing staff. We are lead by two qualified teachers who are able to draw on their extensive experience of teaching to support the children in our care. All of our Senior Leadership Team hold qualifications at Level 3 or higher and all of our other staff also hold at least a Level 3. We provide regular internal training for everyone, as well as safeguarding and first aid training updates. There are also opportunities for external training too.

How do we support children with additional needs?

Our team is led by our Special Educational Needs Coordinator (SENCO). We have considerable experience in supporting children and young people who have additional needs, medical needs or who are fostered. Please get in touch with us to discuss individual cases and to set up an action plan

What is the procedure for giving medicine to children?

As outlined in our medical policy, we are able to administer prescribed medicine to children with medical consent. We are also able to support children who may need an auto injector for allergies or children who need regular medication

What is the approach to discipline?

Always Growing's philosophy is to manage behaviour in a positive way. We have a range of different strategies in managing behaviour and we encourage children to make good choices. We have a clear, consistent routine and structure to engage the children positively. We have sufficient variety and activities available and ensure that we have plenty of staff to support the children in every way

Where can I see your policies?

All of our policies are available to view, some on our website, or all on site in the pre-school.

MEET THE SENIOR TEAM



Lewis - Director

I'm Lewis and I started Always Growing in January 2015 with the aim of providing the highest quality early education and childcare provision. My journey in began before this with my Level 5 in Playwork whilst working at a successful nursery group in London. Since then, I have achieved my BSc (Hons) in Psychology, MA Education and am a Qualified Teacher. I am working towards my Doctorate in Education where I am researching new understandings of leadership in the wonderful Early Years sector.



Ben - Director

I'm Ben and have been with Always Growing from the beginning. My journey in childcare began with working in schools and I specialise in Special Educational Needs and inclusion. I have a Post Graduate Certificate in Special Educational Needs and Disability. In addition, I have a BSc (Hons) in Psychology, am a Qualified Teacher, and am the Designated Safeguarding Lead for Always Growing.



Sam - Education and Support Consultant

I'm Sam and have been working in the Early Years Sector for over 20 years. I am Montessori trained, working with children from birth to 6 years and am also a qualified forest school leader. I am responsible for developing our learning curriculum at Always Growing and putting into place the four pillars of our pedagogy into the children's day to day experiences.

MEET THE PRE-SCHOOL TEAM



Kate - Pre-School Leader

I'm Kate and I have been in early education for 20 years. I am NNEB level 3 qualified and have also completed a level 3 management qualification and have started my level 4. I have a keen interest in working with children with additional needs as well as behavioural challenges. This comes from my experiences working in the sector as well as my diploma in child psychology.



Sarah M - Nursery Teacher

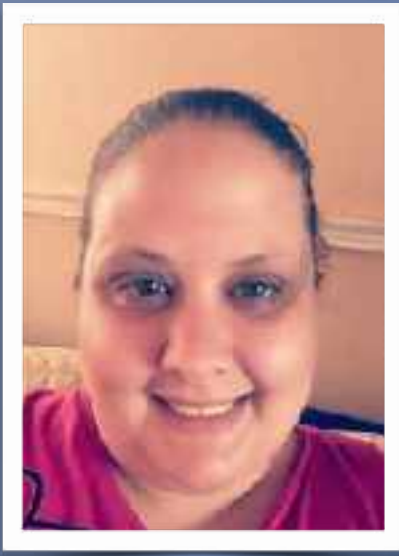
I'm Sarah M and am a level 3 qualified practitioner with over 20 years experience working with children and young people from 0-19 years old. I have other qualifications in autism, mental health and counselling having previously worked in a children's care home provision. I am passionate about the care and education of all children and approach my days with a positive, professional and encouraging attitude that I hope inspires the children I work with.



Priya - Nursery Teacher

I'm Priya and I have been working at this site for seven years. I have a CACHE Level 3 qualification in Early Years Childcare & Education, with over 22 years experience working within childcare in a range of settings, from young babies up to when they start their school journey. I enjoy working with children of all abilities & supporting them to further their development.

MEET THE PRE-SCHOOL TEAM



Kerry - Nursery Teacher

I'm Kerry and I am level 3 qualified. I have 6 years experience working in the sector and pride myself on my professional approach and caring nature. I believe the sky is the limit and thoroughly enjoy working alongside the pre-school team to provide an enabling environment where the children can learn through play. I enjoy working with children with additional needs and supporting them and their families to promote growth and well-being.



Sarah T - Nursery Teacher

I'm Sarah T and complete the highly qualified team as I also have my level 3 qualification in childcare. I have over 7 years experience in both day care and pre-school settings. I am always ready to expand my knowledge and I love working with children and encouraging them to use their imaginations through play and art to expand their knowledge too.



Emma - Finance Coordinator

I'm Emma and I've been working within the education sector for the last 6 years. My work is mainly to do with all things admin which is what I really love to do! However, I also really enjoy getting to spend time with the children in the main classroom. I am always happy to engage with children, parents and colleagues in any way that I can to support the pre-school community.

HOW TO FIND US





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