



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 NURSERY

- Since January 2019, Always Growing Nursery has offered a unique approach to early education and childcare that keeps the children at the centre. We are very proud to be expanding our reach in early education and childcare to a new community in Ascot.
- We do this through our 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 find more information on our website.

Get in touch on 01628 604153 or info@alwaysgrowing.co.uk

HEADLINE INFORMATION

- Our nursery is open 08:00-18:00 all year round. We are closed between Christmas and New Year and Bank Holidays, Royal Ascot week usually in June, and for 5 INSET days too. These dates can be found on the 'Family' calendar.
- We accept children from the age of 9 months, but also accept 'rising nines' for those children and parents who are ready a little earlier.
- We offer bookings based around full days and half days, with a minimum of four sessions per week (one full day = 2 sessions).
- Bookings are calculated and are payable by a monthly fee. Fees are chargeable 50 weeks of the year.
- We are able to offer the 15 or 30 hours of funded childcare. We offer stretched funding and can give you more information about this.

NURSERY KEY FEATURES

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

Our classrooms meet 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.

We provide two freshly prepared home-cooked meals each day, with a different weekly menu. As well as breakfast. We can cater for all dietary needs.

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

We have a large garden area that allow for learning and being active in the great outdoors. We strive for free flow play as much as possible so children will have lots of outdoor time.

A TYPICAL MORNING IN THE NURSERY

Morning Routine

08.00-09.00: Arrival, welcome and breakfast

Children enter a relaxed, stimulating environment to start their day of exploring. We provide a simple breakfast and support all children to brush their teeth afterwards.

09.00-10.00: Carpet time and morning activities

The children and teachers come together for morning carpet time to say hello to all of the children and to share some songs. The children take part in focused activities around their interests and calendar events to build and develop key skills.

We use national guidance and our 4POP pedagogy to provide a range of experiences.

10.00-10.55: Snack and morning activities

The children are offered a healthy snack and drink before having their nappies changed if needed. The children continue using the activities on offer until we tidy up to go outside.

10.55-11.30: Outdoor time

We appreciate the need to explore the wonderful world outside, so we try and do this every morning, come rain or shine!

11.45-12.00: Circle time

We use this time to relax children into a calm meal time. This is done through a range of songs and stories to make the children more aware of themselves and those around them.

12.30-14.15: Lunch and nap time

Lunch is freshly prepared by Ben at our Windsor Nursery and safely transport to our Ascot Nursery. Our menus are carefully crafted with the support of a dietician and lots of research by Ben and the team. All children are encouraged to feed themselves, using proper plates, glasses and cutlery with support from the teachers.

At 13.00 we say goodbye to our morning children and welcome our afternoon children to the session.

A TYPICAL AFTERNOON IN THE NURSERY

Afternoon Routine

12.30-14.30: Afternoon reset and snack

Children all sleep on age appropriate beds with bedding brought from home. We try to follow your strategies at home as close as possible and comfort children to help them settle and get a good sleep in.

We then support the children as they transition to self regulate themselves to sleep without the need of a comforter or an adult to help them get to sleep independently.

As they wake, children are offered another snack from a selection of healthy bites that we offer and nappies are changed. Those children that do not nap will be engaging in activities at the other side of the room, quietly and purposefully. It may not sound like it should work, but it does!

14.30-16.00: Afternoon activities and outdoor time

Children engage in more activities in the room with their friends and teachers to support their development across the Early Years Framework whether it is in the arts and crafts area, using our indoor climbing frame or reading stories together.

After snack time the children take part in focused activities around their interests and calendar events to build and develop key skills, as well as using the activities that are out in the continuous provision.

The children will also have more time in the garden during this time too.

16.00-16.30: Dinner time and nappies

Food for dinner is also freshly prepared by Ben and from our varied and balanced menus at our Windsor Nursery and safely transported to Ascot Nursery. We carefully consider all dietary needs and ensure our meals are suitable for the children.

Again, children are encouraged to feed themselves and use proper plates, glasses and cutlery with support from their teachers who join them at the table. The children all have their nappies changed as needed again before they go home.

16.30-18.00 Free play/garden

Children can again explore the environment choosing activities from the continuous provision, either in their room or in the garden depending on if it is still light.

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 and assessments 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 independence, respect and care of our environment and our peers and gross and fine motor skills.
- 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
leave nursery

Collaborative
multi-agency
working to
support
children

FAMILY - HELPING OUR PARTNERSHIP

- Once your child starts, you will receive log in information for our Family app. You can set up other family members so they can keep in touch too.
- Family is an online and mobile tool that will enable us to communicate effectively with you, and vice versa. You can also notify us of attendance and sickness
- You will be able to get a weekly insight into your child's activities with the News Feed.
- We use Family 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 served family style. We sit together and take time to talk about our day. We provide breakfast as well as a rotating nutritious meal menu for lunch and dinner. We always consider dietary requirements, so please let us know at registration about any specific needs.
- 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 are always encouraged to eat at meal times and to try new tastes and textures. We consult with professionals to ensure our menu is wide-ranging and healthy. At snack time we offer fruit and vegetables.
- Children use metal knives and forks as well as glasses and plates. We support them as much or as little as they need throughout this time

GOING GREEN

At Always Growing we strive to reduce our carbon footprint in anyway we can, there are several ways in which we do this and many good reasons why:

- We encourage all parents to provide a reusable wash bag to limit the amount of plastic bags we send dirty washing home in and if needed, eco friendly nappy sacks.
- Having a recycling system in place
- We do not use glitter
- We are beginning to grow our own fruit and vegetables across our sites and are moving towards eating more seasonal fruits and vegetables
- We are mindful of what we laminate in the setting and are always on the lookout for preloved nursery resources that are still in good condition or any items that we can upcycle to make suitable for nursery. We also rotate resources between our settings
- We are mindful of the electricity, lighting and heating needs of the setting and ensure that these are managed carefully

Using an eco-friendly approach allows children to have hands-on learning of the real world and unlocks creativity. They also become more engaged about the environment around us.

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.

SLEEP

- We work with parents to establish the sleep routine for each child.
- Children will bring bedding which we will send home at the end of each week.
- If your children wets their sheets, we will send them home at pickup time to be washed and returned the following day.

CLOTHING

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

- At least 3 complete changes of clothes
- Suitable indoor shoes
- Fitted sheet and blanket
- Nappies, cream and wipes (if needed)
- Sun hat sun for summer

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

EVENTS AND BIRTHDAYS

- We will have events across the year for parents to attend and will communicate these in good time.
- We like to celebrate children's birthdays by singing Happy Birthday to them and we have a birthday hat for them to wear if they wish. The teachers get to celebrate their birthday by having a day off as one of their company benefits.
- We like to have happy and healthy birthdays so we do not have cake at nursery, although we do have a toy cake that the children can blow the candles out on when we sing happy birthday. We ask parents not to bring goody bags but to perhaps buy a present that could be used by all of the children, for example a story book or seed. These can have a lasting memory for everyone. We have an Amazon wish list link that we can send to you upon request.

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 nursery

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 9 month, 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. At this point we will require a deposit to secure the place

5. Check out <https://www.beststartinlife.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 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 6 or higher and all of our other staff either hold relevant childcare qualifications or are working towards one. We provide regular internal training for everyone, as well as safeguarding training updates.

How do we support children with additional needs?

Our team is lead 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 support behaviour in a positive way. We have a range of different strategies in supporting 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 nursery.

MEET THE LEADERSHIP TEAM

Lewis - Director



I'm Lewis and I started Always Growing in January 2015 with the aim of providing the highest quality childcare provision. My journey in childcare began with my Level 5 in Playwork. Since then, I have achieved my BSc (Hons) in Psychology, MA in Education and Doctorate in Education. I also became a Qualified Teacher over a decade ago. I am immersed in the world of research in the Early Years sector, opening my eyes to the challenges faced around the world working with the youngest and most precious children. This has compelled me to advocate for the sector widely, promoting the professionalism and respect for the workforce that they deserve. This is reflected in my role at Always Growing which primarily focuses on staff well-being and development, as well as the everyday challenges and excitement that come from running a family-centred business. These challenges and excitement keep a smile on my face and motivate me to do my best for the children and team, everyday.

Ben - Director



I'm Ben and have been with Always Growing from the beginning. My journey working with children began in schools teaching a range of students a range of subjects. I began to specialise in Special Educational Needs and inclusion and was SENCO and Designated Safeguarding Lead for many years. 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. I am very passionate about all children being included and supported in the unique way they all deserve and strive to ensure all children are welcomed across our settings. This includes regular training and updates with the team and getting to know families with additional needs personally so I can ensure they are properly supported.

MEET THE LEADERSHIP TEAM



Shakiba - Associate Director of Education and Operations

I'm Shakiba and have been working in the Early Years for over 17 years. My passion to work with and gain deeper insight into a child's developmental journey led me to achieve my BA (Hons) in Childhood and Youth Studies. My continued attentiveness to the impact of Early Years allowed me to focus on how every opportunity of a child's life journey is a chance to learn but most importantly curiously unfolding their character. I value the role I play to build those foundations for young children through the EYFS and the Always Growing ethos and culture. It is important that we work closely with children, teams and families to ensure that we have the best outcomes.



Emma - Senior Administrator and Operations Assistant

I'm Emma and I've been working within the education sector for the last 13 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.

MEET THE LEADERSHIP TEAM



Rachel - Deputy Leader of Education and Operations

I'm Rachel and I have over 17 years of experience in the Early Years sector and a Level 3 Diploma in Children's and Young People's Workforce. I am passionate about helping children and families achieve the best possible outcomes. I have strong leadership experience, with particular strengths in SEND, staff development, and building positive relationships. I bring enthusiasm, dedication, and a genuine commitment to creating environments where children, families, and teams can thrive.

MEET THE TEAM



Vicki - Provision Leader

Hi, I'm Vicki and I have been working with children for over 20 years. I am a Mum to 3 daughters. I have completed my BA Honours degree in Early Years. My aim is to provide enriching experiences for children to progress their individual learning and development.



Alice - Apprentice Early Years Teacher

My name is Alice and I am passionate about making a positive difference in children's lives and eager to expand my knowledge of child development gain hands-on experience, as well as build strong relationships with the children and my colleagues. My goal is to help create a nurturing and supportive environment where children can continue to learn and grow.



Hayley - Apprentice Early Years Teacher

Hi, my name is Hayley. I am an Early Years teaching apprentice. I have known for years now that I want to work with young children, I really enjoy helping them to learn and supporting them to have a great day and keeping them safe. I'm keen to keep gaining qualifications so I can be even better at the job and build great working relationships with children, staff and parents.

MEET THE TEAM



Maizie - Apprentice Early Years Teacher

Hi, my name is Maizie and I am passionate about making an impact in children's holistic development. I enjoy watching children grow and become more independent. My goal is to build strong relationships with the children and also my colleagues and create a safe environment.

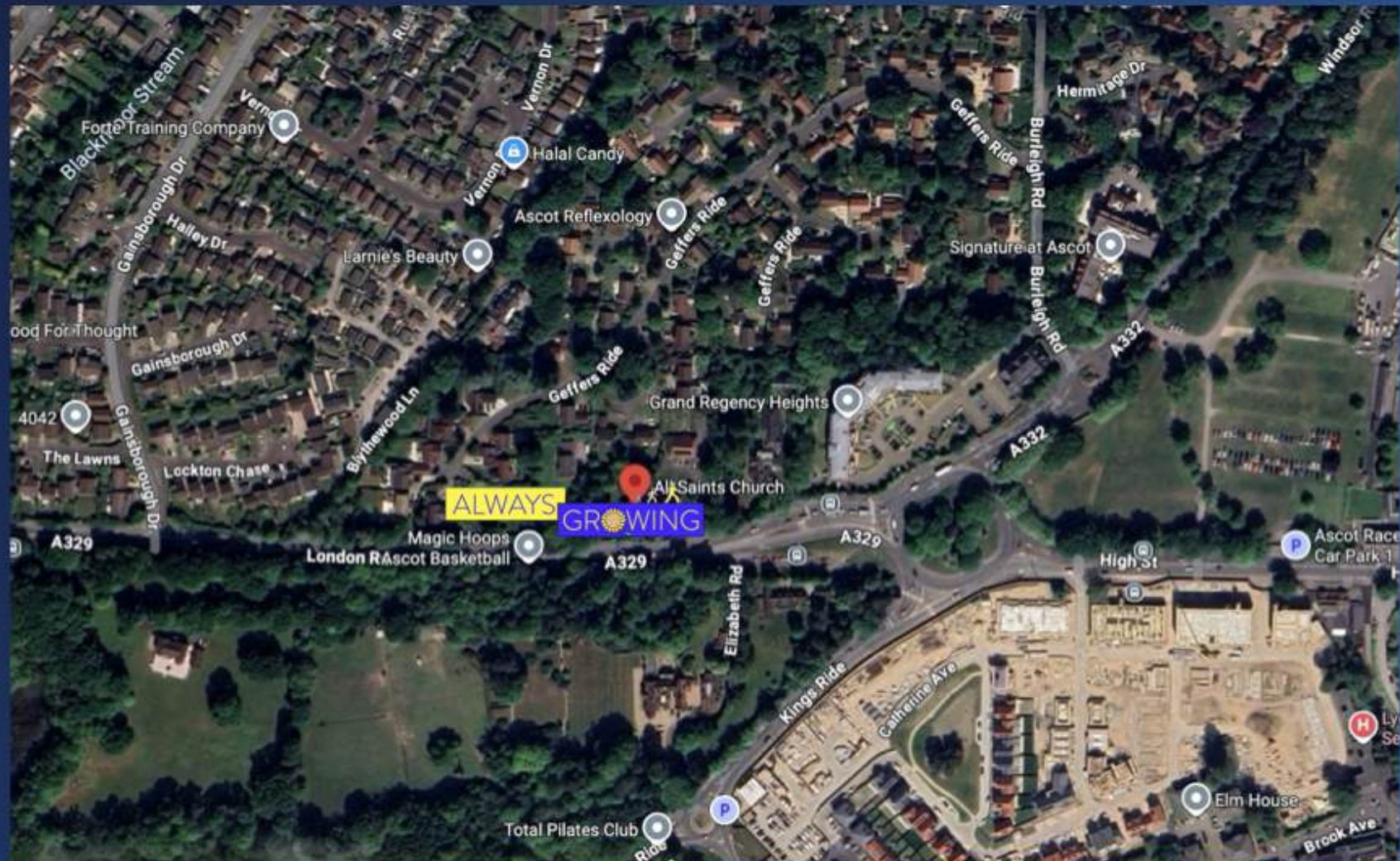


Carly - Nursery Chef

Hi, my name is Carly. I've been working with children and cooking for them in nurseries and holiday clubs for 19 years.

I have 3 children of my own and 4 grandchildren and I am looking forward to starting at Always Growing and cooking for all of your children.

HOW TO FIND US





www.alwaysgrowing.co.uk

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07761 293425

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