



## First Time at Always Growing?

Here is the key information to help you Play. Learn. Smile with us After School

We are always excited to welcome new faces to Always Growing, as well as welcoming back some familiar ones. So, if it is your first time at Always Growing, or whether you have been before but need a reminder, here is some important information about us:

We are based at The Windsor Boys' School, 1 Maidenhead Road, Windsor, SL4 5EH. If you are using your satnav to find us, use the postcode SL4 5DA to take you to Vansittart Road. You can access the site through Vansittart Road, and we have a large car park. There will be signs on display, but check out the map below.

### Key things to remember:

#### Before School Pickup:

- Make sure that we know which school your child attends, particularly if this is changing
- Please let us know any key information, such as passwords and the class and year your child is in
- Please let the school know that Always Growing will be collecting your child
- If your child attends Middle School, please contact us about the designated meeting point for that school as Middle School children will be collected from this point

#### Special Pickup Requirements:

- If your child is attending a club and needs collecting at a different time, or needs dropping off please get in touch with us to book and confirm this pickup

#### When we are open:

- We are open until 18:30 for pickup
- We are open some inset days, but please check with us in advance
- We can usually accommodate early school finishes at the End of Term, but please check with us in advance

#### Food and drink:

- We provide a snack on arrival at Always Growing. You are welcome to bring your own, but please remember that we are a nut free environment
- We provide a freshly prepared meal at 5:00 pm
- Bring your water bottle!

#### What to bring:

- We have some spare clothes, but we always recommend a change of clothes if you might need them
- We like to get outside as much as we can. It can be a bit chilly or raining, so bring your coat

#### What to tell us:

- If you have an allergy, medical need or need some additional help or support, make sure that you let us know the important things
- We need you to sign out each day on collection.
- If you have an accident there will be a form to sign so we can explain what has happened
- If someone different is collecting, please let us know about this in advance

#### How to contact us:

- You can contact us on site on 07761 293425

