

Vidyarambh Santa Clara LLC

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Operational Plan

Introduction

Vidyarambha Santa Clara LLC is currently operating as a Preschool licensed by California States Community Care Licensing Department (CCLD). It is also running an After School program along with the preschool program. The after school program is a Heritage School registered with the department of education.

We plan to expand the capacity of our preschool by adding an extension at the back of the main building. The extension facility aims to run an Infant and Toddler (I&T) program licensed by CCLD and increase the student intake for afterschool program (Licensed by Heritage School)

Student Capacity calculations

I&T program caters to children of age 12 months to 24 months. Preschool program caters to students of age 3 to 5 years. After school program caters to 5 to 13 year old students.

Existing Facility Student Capacity Details

There are 7 class rooms in the existing facility. Each class room accommodates **24** pre-school students or **25** after-school students. We use 2 class rooms for after-school children (total 50) and 5 class rooms for pre-school children (117). (Note: One of the class rooms is a little smaller and it accommodates only 21 preschool children.)

Out of the 117 preschool students, 70 students will be full timers and 47 will be part-timers.

Extension Facility Student Capacity Details

There are 5 class rooms in the extension facility. 4 class rooms will be used for I&T program and one for the afterschool program. 48 infants/toddlers can be accommodated in these 4 class rooms and 25 afterschool children can be accommodated in the 5th (big) class room.

Following table describes the number of students and their drop off/pick up timings.

Category	Num. students	Drop off time	Pick up time
Full-time pre-school (Main Building)	70	8:00-8:30AM	5:00-5:30PM
Part-time pre-school (Main Building)	47	9:00-9:30 AM	12:00-12:30AM
After school (Main Building)	50	1:30 – 3:30PM	6:00-6:30PM
I&T(Extension Building)	48	8:30 – 9:00AM	5:30-6:00PM
After school (Extension Building)	25	1:30-3:30PM	6:00-6:30PM

The drop off, pick up and parking areas for the extension facility are at the back. There will be a separate director running the I&T program. This program will be minimally interfering with the existing program, whether it is for pick up and drop off or for enrollment.

The school is operating from 8:00AM to 6:30PM on week days and is closed on week-ends. Additionally, the school is closed on school holidays as well.

There are a total of around 44 spaces exclusively for the combined facility, with a drop off point near the front entrance (preschool and afterschool) and another drop off point at the back for I&T program.

Parking locations in the front are meant for parent pick up and drop off for preschoolers and after-schoolers, while parking at the farthest back are meant for toddler pick up and drop off. The middle sections will be secondary parking. This will be used by employees, visitors and parents at drop off times if it warrants so. Details of these locations are shown in the attached drawings.

Staff Parking

Once in full operation, the school is expected to have 9 to 12 employees at a given time for the preschool (front building) and about the same for the toddler program (back side). There will be 1 teacher for the after school program at the extension (back) facility. As explained earlier, they would be parking at the designated parking spaces at the middle sections of the parking lot.

For all additional questions related to the Vidyarambh pre-school operation, please contact Vamadevan Namboodiri @ 408-807 3444 or vidyarambhsantaclara@gmail.com