



**RISE**  
DANCE CENTER

# RISE DANCE CENTER OF VIRGINIA

## STUDIO HANDBOOK

A GUIDE FOR DANCERS AND THEIR FAMILIES

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# 1. WELCOME TO RISE DANCE CENTER OF VIRGINIA

Welcome to RISE Dance Center, where passion meets movement in an atmosphere of positivity, encouragement, and boundless energy. Nestled in the heart of Loudoun County, Virginia, RISE is a hub for dancers of all ages and skill levels. At RISE, we believe in the transformative power of dance. Whether you are a seasoned performer or stepping onto the dance floor for the first time, our experienced instructors are here to inspire and guide you on your dance journey. From ballet to hip hop and everything in between, our diverse range of classes ensures there's something for everyone.

What sets us apart is our commitment to creating a supportive community where every dancer feels valued and empowered. We foster a welcoming environment where creativity thrives and friendships flourish. Whether you're here to refine your technique, improve your fitness, or simply have fun, you'll find a home at RISE.

Join us at RISE and experience the joy of dance in a place where positivity, encouragement, and energy come together to create unforgettable moments. Let's dance!

## A. DANCE PROGRAMS

RISE offers three distinct dance programs tailored to meet the needs and objectives of dancers: Recreational Dance, Competition Team, and Technique Track.

1. **Recreational Program** - The RISE recreational dance program is an a la carte style program. Dancers choose from our menu of classes in ballet, jazz, lyrical, contemporary, tap, hip hop, musical theater, and acro. Recreational dance classes encourage kids and teens to get active, have fun and build skills in dance, focus, and musicality. These classes are designated by dance style and age range (for example "Ballet 6-9"). Recreational classes culminate in our annual recital, which showcases dancers' hard work.
2. **Competition Team** – RISE is excited to offer a pre-professional program that features focused work towards competing as a Team at regional and National competitions. Participation on the Comp Team builds technically strong dancers

who develop a sense of confidence, teamwork, and camaraderie, as well as invaluable and lasting friendships. Students registered under the Competition Team may not compete under another studio, third party entity, or independently, unless provided expressed written consent by RISE. Please see the "Competition Team Handbook" for more information.

3. **Technique Track** - The RISE Dance Center Technique Track is designed for dancers seeking to quickly advance their dance training without competing. Technique Track dancers attend the technique classes that are designed to prepare the RISE Dance Center Competition Team for competing against some of the country's best dancers. To participate in the Technique Track, email us at [tech@risedanceva.com](mailto:tech@risedanceva.com) for placement in the appropriate class level in your genre of choice. The Technique Track offers classes in ballet, leaps & turns, jazz/musical theater, lyrical/contemporary, hip hop, acro, and tap.



## B. STUDIO POLICIES

1. **Facility Use** - Respectful use of Studio and event venues, facilities and equipment is always expected.
2. **Departure from the Studio** – Dancers leaving the Studio before, after or in-between classes do so at the parents' discretion and direction.

## C. REGISTRATION AND SCHEDULING

1. **Registration** – After receipt of a dancer's placement (technique track only), they may register via the RISE registration portal at [www.RISEdanceVA.com](http://www.RISEdanceVA.com) after registration opens.
2. **Private Lessons** – After registering for a private lesson, parents must email the Studio at [lessons@RISEdanceVA.com](mailto:lessons@RISEdanceVA.com) to select a weekly timeslot. Time slots are assigned on a first come, first served basis and are only reserved when paid.
3. **Missed Private Lessons** – A missed private lesson may be made up (pending teacher and studio availability) until the last day of the current season, at which point all make up lessons will expire. To schedule a make up lesson, email [lessons@RISEdanceVA.com](mailto:lessons@RISEdanceVA.com).

## D. PLACEMENT (TECHNIQUE TRACK ONLY)

1. **A positive experience is paramount** to a young dancer's commitment and enjoyment of dance. Toward that end, we place dancers in classes that are suitable for their individual skill level, while still providing a challenging experience that pushes dancers to continually learn and improve their dance skills.
2. **Evaluations** - After auditions, dancers will be evaluated two more times throughout the season (approximately December and March) to ensure growth and progress. Evaluations may result in adjustments of placement or participation, as determined by the evaluation panel.
3. **Apprenticeships** – Apprenticeships are utilized to support the advancement and growth of dancers who display an outstanding level of commitment, performance and/or progress in a given level or style. At the discretion of the Studio, a dancer may be offered an apprenticeship to learn technique in more

advanced classes one week per month, if their schedule allows. Apprentices may not miss their required classes in favor of apprenticeship classes. Apprenticeships are assigned on a rolling basis throughout the season.

#### E. DRESS CODE

1. **Female Dancers** - For **ballet**, dancers should wear a black leotard, pink tights and pink ballet shoes, with hair secured tightly into a bun. Leg warmers, ballet skirts, and ballet sweaters are acceptable. For **lyrical, musical theater, contemporary and jazz**, any appropriate dance wear is acceptable, as long as teachers can see your lines. Please wear jazz shoes (bare feet, paws, or turners are also acceptable at the teacher's discretion). Hair should be secured in a bun or ponytail. For **tap and hip-hop** classes, the attire is anything the dancer is comfortable wearing, along with tap shoes for tap and sneakers for hip-hop. For tap classes, the teacher should be able to see the dancer's feet without baggy pants in the way.
2. **Male Dancers** - Class attire for **ballet** is a white or black form-fitting tee shirt with black tights, black socks and black ballet slippers. For **lyrical, musical theater, contemporary and jazz**, any appropriate dance wear is acceptable, as long as teachers can see your lines. Please wear jazz shoes (bare feet, paws, or turners are also acceptable at the teacher's discretion). Long hair should be secured in a bun or ponytail. For **tap and hip-hop** classes, the attire is anything the dancer is comfortable wearing, along with tap shoes for tap and sneakers for hip-hop. For tap classes, the teacher should be able to see the dancer's feet without baggy pants in the way.
3. **NO dancing in socks.** Dancing in socks is strictly prohibited. We care about you and your safety!

#### F. COSTUME POLICY

1. Dancers will be measured for costumes in November/December.
2. Dancers wishing to participate in the Annual Studio Recital must pay the costume fee in full when posted to the parent account – estimated to be February 1.

3. Costume prices range \$75-\$155 each.
4. Costumes are not returnable once ordered. Costume fees are non-refundable.

#### G. STUDIO ETIQUETTE

1. Walking and dancing only. No running please.
2. No food or gum in studios. Water only. Food permitted in student and teacher lounge areas. Please clean up after yourself.
3. If you enter a dance class, it is a commitment. Leaving class is disruptive to other students and disrespectful to the teacher. Please come to class prepared by first using the restroom and by bringing your water bottle, shoes, and any warmups needed.
4. Please do not bring toys and other distractions into the classroom. We understand that sometimes a special stuffed animal or toy can be hard to part with. If necessary, we can work with your dancer to allow them to keep a special item safely on the side of the room. Please make sure you remember to take the special item home with you.

#### H. CONDUCT AND BEHAVIOR

1. **Respect** - Respect for instructors, teammates, staff, family members, and the Studio community as a whole.
2. **Sportsmanship** - We expect all dancers to display good sportsmanship at all times.
3. **Each of Us Represents All of Us:** The Studio is committed to creating and preserving a brand and reputation that represents our entire RISE community as fun, friendly, professional, and full of hard-working, excellent dancers. We expect the same from all our dancers and families. Remember you are representing RISE Dance Center both in person and on social media. It hurts the entire Team if dancers or parents represent the Team in a negative light.
4. **Express Your Concerns** – Direct all your concerns and questions to the Directors or the teachers. We can't resolve what we don't know about! We ask that dancers and parents avoid engaging in gossip, speculation, or other types of



communication that can damage the morale of the Team. We are here for you and want to hear from you and support you!

5. **Attitude** - A positive attitude is essential for the success of the Team. We need your good vibes!

## I. RECITAL

1. Participation in the RISE Dance Center annual spring recital for recreational RISE dancers is optional but highly encouraged. The annual recital provides dancers the once-a-year opportunity to dress up and take to the big stage to showcase for their friends and family their hard work and choreography learned throughout the year.
2. The 2026 spring recital is tentatively scheduled for Saturday, May 30, 2026. The venue will be announced in October 2025.
3. The Recital dress rehearsal is tentatively scheduled for Friday, May 29, 2026.

## J. CHOREOGRAPHY

1. All choreography learned through RISE Dance Center is the sole property of the Studio (and in some instances co-owned with the choreographer) and shall only be performed under the auspices and/or expressed written authorization of the Studio.

## K. HEALTH AND SAFETY

1. **Injury Prevention** - Warm-up and cool-down exercises are mandatory at all rehearsals and performances, including competitions.
2. **Pointe Readiness** - RISE cares about your long-term physical well-being. Pointe readiness will be determined by one of RISE Dance Center's ballet teachers.
3. **EMERGENCIES AND RISK MANAGEMENT** – Enclosed as Attachment A to this Handbook is the RISE Risk Management Plan. Please become familiar with it and discuss it with your dancer. We do our part to provide a safe and emergency-ready environment for every member of the RISE community.



## L. COMMUNICATION

1. **Updates** – Please read emails, texts, and studio social media pages (e.g., Facebook and Instagram) regularly for updates and announcements. Studio announcements are sent out via text and email to the family's contact on record. While information may be communicated using different methods each time, generally speaking, updates will be sent as follows:
  - a. Emails – newsletters (with ongoing reminders, important dates, general information), notes about any team- or studio-related topics, studio closures
  - b. Texts – urgent matters, studio closures
2. **Concerns** – Please feel welcome to address any concerns or questions with one of the Directors or teachers. We are here to elevate our collective experience at RISE.

## M. MEDIA AND PROMOTION

1. **Media Release** - Photos and videos for promotional purposes may be taken by RISE or other third parties during performances and rehearsals. Your signature on this form indicates your understanding and approval that the dancer may appear in videos created and promoted by RISE Dance Center of classes, events, or competitions we attend.
2. **Social Media** - RISE appreciates when you post on your social media accounts about a class you have enjoyed or a competition we attended. Your friends will also enjoy seeing your pictures and videos – let's keep it positive!

## N. DISCIPLINE AND DISMISSAL

1. **Conduct** - Failure to adhere to Studio policies and guidelines may result in disciplinary action.
2. **Dismissal** - Continued violations of policies or significant misconduct may result in suspension or dismissal at the Studio's sole discretion.

## 2. RISE PROGRAM FEES

At RISE Dance Center, we are committed to offering a high-quality dance education and a wholesome life-enhancing experience for our dancers, parents, and staff. Toward that end, transparency and clear communication of the financial relationship between families and the Studio is of paramount importance. Please read this document thoroughly and ask any questions that may come to mind.

### O. ONE-TIME FEES

| Fee Description   | Amount       | Due Date                                    |
|---|--------------|---|
| <b>Registration Fee</b> (per student)   | \$75         | Due at registration                         |
| <ul style="list-style-type: none"><li>• <b>Recital Costume Fee</b> (Per routine. Includes costume and Accessories. Does not include shoes or undergarments).<br/><b>Does not apply to Tech dancers.</b></li></ul> | \$75 - \$155 | When posted to account – approx. February 1 |

### P. TUITION

1. **Regular Recurring RECREATIONAL Group Classes Tuition** is based on a set annual fee divided into nine (9) equal payments.
2. **TECHNIQUE TRACK Group Classes, Private Lessons, Master Classes, Clinics Tuition** is based on a set annual fee divided into eleven (11) equal payments.
3. Tuition for all classes is an annual set amount, regardless of how many lessons a class has in any given month. The number of lessons in a month varies due to holidays, absences, competition schedules, special events, inclement weather, etc. Tuition is not prorated.
4. **Account statements** with tuition and other charges are posted to parents' accounts approximately five (5) days prior to the due date and charged via autopay on the 1st day of each month. Parents should review monthly statements carefully as sometimes errors can occur. Any questions, discrepancies, etc. should be promptly addressed with the Studio via [accounting@RISEdanceVA.com](mailto:accounting@RISEdanceVA.com).

5. **The first tuition payment** is due upon registration when registering prior to August 31<sup>st</sup>. Subsequent payments are posted to parents' accounts approximately five (5) days prior to the due date and charged via autopay on the 1<sup>st</sup> day of each month. For example, payment #2 is posted August 25<sup>th</sup> and due on September 1<sup>st</sup>, payment #3 is posted September 25<sup>th</sup> and due on October 1<sup>st</sup>, and so on.
6. **Late payments** are assessed a \$30 late fee after the 5<sup>th</sup> of the month.
7. **Recurring class fees do not include** pop up "Master Classes," "Clinics," and "Workshops" that may be offered throughout the year.
8. **Recurring Private Lessons, Master Classes, and Clinics** are priced separately and not discounted.
9. **Registration after August 31, 2025**, requires two installment payments at the time of registration.
10. **Non-Refundable** - Registration fees, tuition fees, costume fees, workshop fees, and other fees are non-refundable once paid.
11. **Tuition and fees are not prorated** for a partial month of attendance.
12. **The 2025 – 2026 estimated payment schedule:**

| Payment #                         | Recreation and Tech Track Payments 1 - 9 |        |        |        |        |        |         |        |        | Tech Track Only Payments 10 - 11 |        |
|-----------------------------------|--|--------|--------|--------|--------|--------|---------|--------|--------|----------------------------------|--------|
|                                   | 1  | 2      | 3      | 4      | 5      | 6      | 7       | 8      | 9      | 10                               | 11     |
| <b>POST/ Statement Date</b>       | Upon reg.                                | 25-Aug | 25-Sep | 25-Oct | 25-Nov | 25-Dec | 25-Jan  | 25-Feb | 25-Mar | 25-Apr                           | 25-May |
| <b>Registration Fee</b>           | Upon reg.                                | --     | --     | --     | --     | --     | --      | --     | --     | --                               | --     |
| <b>DUE Date - Tuition Payment</b> | Upon reg.                                | 1-Sep  | 1-Oct  | 1-Nov  | 1-Dec  | 1-Jan  | 1-Feb   | 1-Mar  | 1-Apr  | 1-May                            | 1-Jun  |
| <b>Costumes Fee</b>               | --                                       | --     | --     | --     | --     | --     | 1-Feb-- | --     | --     | --                               | --     |

### 13. 2025 - 2026 Recreational Tuition

| Classes Per Week                                | 2025-2026 Season Tuition | Recreational Group Classes: 9 Payments. | Payments Due 1st of the Month (see payments schedule above) |
|---|--------------------------|---|---|
| <b>1 Rec Group Class</b> (per person)           | \$945                    | \$105                                   | 1st of the Month  |
| <b>2 Rec Group Classes</b> (per person)         | \$1,470                  | \$163                                   | 1st of the Month  |
| <b>3 Rec Group Classes</b> (per person)         | \$1,995                  | \$222                                   | 1st of the Month  |
| <b>4 Rec Group Classes</b> (per person)         | \$2,520                  | \$280                                   | 1st of the Month  |
| <b>5 Rec Group Classes</b> (per person)         | \$2,940                  | \$327                                   | 1st of the Month  |
| <b>6 Rec Group Classes</b> (per person)         | \$3,465                  | \$385                                   | 1st of the Month  |
| <b>7 Rec Group Classes</b> (per person)         | \$3,780                  | \$420                                   | 1st of the Month  |
| <b>Unlimited Rec Group Classes</b> (per person) | \$4,080                  | \$453                                   | 1st of the Month  |

Recurring tuition fees do not include “Master Classes,” “Clinics,” and “Workshops” that may be offered throughout the year. Fees for these special sessions are set at time of offer.

Private Classes, Master Classes and Tumbling Clinic are not included in the class discounts or “unlimited” packages.

### 14. 2025 - 2026 Technique Track Tuition

| Classes Per Week                         | 2025-2026 Season Tuition | Tech Track Group Classes: 11 Payments. | Payments Due 1st of the Month (see payments schedule above) |
|--|--------------------------|--|---|
| <b>Private Solo - 30 Minutes *</b>       | \$1,972                  | \$179                                  | 1st of the Month  |
| <b>1 Tech Group Class</b> (per person)   | \$1,044                  | \$95                                   | 1st of the Month  |
| <b>2 Tech Group Classes</b> (per person) | \$1,624                  | \$148                                  | 1st of the Month  |
| <b>3 Tech Group Classes</b> (per person) | \$2,204                  | \$200                                  | 1st of the Month  |
| <b>4 Tech Group Classes</b> (per person) | \$2,784                  | \$253                                  | 1st of the Month  |
| <b>5 Tech Group Classes</b> (per person) | \$3,248                  | \$295                                  | 1st of the Month  |
| <b>6 Tech Group Classes</b> (per person) | \$3,828                  | \$348                                  | 1st of the Month  |
| <b>7 Tech Group Classes</b> (per person) | \$4,176                  | \$380                                  | 1st of the Month  |

|  |         |       |                  |
|--|---------|-------|------------------|
| <b>Unlimited Tech Group Classes</b> (per person)   | \$4,495 | \$409 | 1st of the Month |
| <b>1-Hour Group Master Class</b> (Per person. Master classes not included in class discounts.) *   | \$1,323 | \$120 | 1st of the Month |
| <b>1.5-Hour Group Master Class</b> (Per person. Master classes not included in class discounts.) * | \$1,553 | \$141 | 1st of the Month |
| <b>Tumbling Clinic</b> (per person) *  | \$1,210 | \$110 | 1st of the Month |

Recurring tuition fees do not include “Master Classes,” “Clinics,” and “Workshops” that may be offered throughout the year. Fees for these special sessions are set at time of offer.

\* Private Classes, Master Classes, and Tumbling Clinic are not included in the class discounts or “unlimited” packages.

#### Q. TIME AND METHOD OF PAYMENT

1. Beginning on August 25<sup>th</sup> and the 25<sup>th</sup> of every month thereafter until the last payment installment month a statement of any fees due is posted to the parent account.
2. The registration fee and the first tuition installment payment are due at registration. The remaining tuition payments are due the 1<sup>st</sup> day of every month.
3. All outstanding balances on the account are paid by the 1<sup>st</sup> of each month via autopay.
4. Accounts must always have a valid credit card on file to allow for timely payment of tuition and fees when due.
5. **Late payments** (accounts with an outstanding balance after the 5<sup>th</sup> of the month) will incur a \$30 late fee.
6. Dancers are not permitted in class if there is a tuition or open balance that remains unpaid by the 5<sup>th</sup> day of the month.
7. Registration fee, costume fees, tuition fees, workshop fees, and other fees are non-refundable at any time after they are paid.
8. **Paying by Check** - Although a current credit card must always remain on file, if a family prefers to make payment by check, the check must be received in the

Studio office before the 1<sup>st</sup> of the month to allow for processing and clearing prior to the 5<sup>th</sup>.

### 3. STUDIO CALENDAR 2025-2026 SEASON

**2025 – 2026 Season Dates** – Weekly **RECREATIONAL** classes start September 8, 2025, and run through May 28, 2026. Weekly **TECH TRACK** classes start September 8, 2025, and run through June 27, 2026 (or through the first day of the Studio's Nationals competition – whichever comes first).

**Closings** – Please review the new calendar as we have minimized the number of closings for the 2025 – 2026 season. Generally, RISE follows the Loudoun County Public School system for studio closings due to inclement weather. However, in the event of an unexpected closing or delay caused by situations such as bad weather, we will also send out notifications via text and email to the family's contact on record, and post updates to our Facebook and Instagram pages.

| 2025 - 2026 Studio Calendar   |  |
|---|--|
| Date  | Event  |
| Saturday, August 30 – Sunday, September 7, 2025 – STUDIO CLOSED   | End of Summer Break                                      |
| Monday, September 8, 2025   | Start of rehearsal & technique classes                   |
| Friday, October 31, 2025 – STUDIO CLOSED  | Halloween  |
| Wednesday, November 26 – Sunday, November 30, 2025 - STUDIO CLOSED  | Thanksgiving Break                                       |
| Saturday, December 13, 2025 - STUDIO CLOSED (tentative)   | The Nutcracker (tentative)                               |
| Monday, December 22, 2025 – Friday, January 2, 2026 - STUDIO CLOSED   | Winter Break   |
| Monday, March 30 – Sunday, April 5, 2026 - STUDIO CLOSED  | Spring Break   |
| Monday, May 25, 2026 - STUDIO CLOSED  | Memorial Day   |
| Thursday, MAY 28, 2026  | LAST DAY OF REC CLASSES                                  |
| Friday, MAY 29, 2026 - Recital Dress Rehearsal - No Classes (tentative)   | Dress Rehearsal (tentative)                              |
| Saturday, MAY 30, 2026 - Studio Recital - No Classes (tentative)  | 2026 Studio Recital (tentative)                          |
| Tech Track Classes, Private Solo / Master / Clinic ONLY – Saturday, June 27, 2026 (or through the first day of Nationals competition – whichever comes first) | LAST DAY OF TECH, Private Solo / Master / Clinic CLASSES |

## 4. OWNERS' FINANCIAL RESPONSIBILITY PLEDGE

As the owners of RISE Dance Center of Virginia, we pledge to our dancers, families and staff to always be good stewards of the financial matters of the Studio. We pledge to always remain transparent and communicate openly and directly with all our stakeholders. We pledge to always make financial decisions that keep the interest of dancers, families and staff at the forefront, and to balance those decisions with the financial health of the Studio so that we may remain a pillar of our community and a home for dancers for years to come.

## 5. IMPORTANT NOTICE ABOUT RISKS OF INJURY

**PARTICIPATION IN DANCE CLASSES, REHEARSALS, PERFORMANCES, AND RELATED ACTIVITIES COULD INVOLVE SOME PERSONAL BODILY INJURY** and, despite precautions, accidents and injuries may occur.

By signing this document, I attest to a) being the parent/legal guardian to the dancer(s) registered under my account, b) **I AM FULLY AWARE AND UNDERSTAND THE INHERENT RISKS ASSOCIATED WITH DANCE AND RELATED ACTIVITIES;** c) I have been provided the opportunity to ask any questions about these risks; and d) I assume all risks related to the use of any and all spaces used by RISE Dance Center of Virginia LLC.





## 6. ACKNOWLEDGEMENT

I have read and understand the policies outlined in this handbook. By signing below, I agree to comply with these policies and uphold the standards of RISE Dance Center.

By signing below, I also acknowledge that photos and videos may be taken during classes, rehearsals, performances and other events for promotional purposes, and I expressly give RISE Dance Center permission to use my dancer's image in videos, photos, websites, or other media forms created and promoted by RISE Dance Center and affiliates.

|   |   |
|---|---|
| <b>Parent</b> Acknowledgement & Commitment Signature: | <b>Dancer</b> Acknowledgement & Commitment Signature: |
| Parent Name:  | Dancer Name:  |

**THANK YOU** for choosing RISE Dance Center to be your dance home!  
We are excited for the journey ahead of us and look forward to a successful season together!

- RISE Dance Center

## 1. ATTACHMENT A – RISK MANAGEMENT PLAN

### [RISE Risk Management Plan](#)