

STUDIO HANDBOOK



IGNITE DANCE ACADEMY AT RIVER CITY CHRISTIAN
10933 Progress Court, Rancho Cordova, CA 95670
dance@rivercitychristian.org • 916-861-1650
rivercitychristian.org/dance

FALL 2025-SUMMER 2026

MY RIVER CITY

My River City (myrivercity.live) is our church and studio database.

E-mail dance@rivercitychristian.org if you need help logging in.

You can use My River City to:

- Add or update you/your child's profile picture(s).
- View your payments.
- View forms you completed.
- View your personal and family calendar (classes, rehearsals, etc.)
- View your serving (volunteering for shows, etc.)



SICK POLICY

Please do not send your child to class, performance or rehearsal if they have the following symptoms:

- Runny nose with thick, yellow or green discharge
- Earache
- Stomach ache/abdominal pain
- Vomiting
- Rash
- Fever
- Constant cough/wheezing or productive cough
- Diarrhea
- Sore throat and/or swollen glands
- Red eyes, or eyes with any discharge

Dancers must be symptom-free for 24 hours before coming to the studio. If antibiotics have been prescribed the child must have taken at least four doses.

ABOUT THE DANCE STUDIO

Ignite Dance Academy at River City Christian was born out of a desire to encourage children and adults to enjoy the art of dance and develop their gifts in this area. We believe that God created dance as a form of expression for us and we desire to encourage and develop the dancer in each student.

We are dedicated to maintaining high standards of technical performance in a wholesome environment while making classes fun. Whether or not a student chooses to continue to dance, we believe that the benefits can enrich their whole life.

ADDRESS AND DIRECTIONS

**10933 Progress Court
Rancho Cordova, CA 95670**

After driving through the main gates, immediately turn left. The Registration Desk will be through the glass doors behind the concrete staircase. Check in here before heading to your first class of the day.

Directions to Room 112:

After checking in, this room is the second door on the left.

Directions to Rooms 200-207 and Large Group Room (LGR):

After checking in, go up the stairs and follow the hallway to turn left, walk all the way to the end of the hall and turn right (after the children's check in station). An elevator is located by the Service Kitchen if needed.

Directions to Room 215:

After you check in, walk up the stairs and it will be the first room at the top of the steps. An elevator is located by the Service Kitchen if needed.

Performance Policies:

1. In order to participate in the Spring Recital (first Saturday and Sunday in June), dancers must start class no later than the first week of March of that calendar year and be in good attendance standing.
2. In order to participate in the Christmas Show (most rehearsals are outside of class time), dancers must be actively enrolled in at least one class during the Fall Session and pay the \$30 participation/costume rental fee.
3. Recital costumes will be ordered during the Spring Session. A costume invoice will be given out to parents and dancers in April and payment in full will be due the first week of May. Costumes will be \$60 each unless otherwise noted. A \$20 non-refundable deposit (per costume) must be submitted by February 1 in order for a costume to be ordered.

Payment Policies:

1. Tuition is \$45 monthly for one class a week. River City Christian attendees (defined as those who attend at least two Sundays a month) is \$40 monthly.
2. Tuition is \$35 a month per class for individuals taking 3 or more classes a week.
3. The first family member is \$45 monthly per class. Subsequent members are \$40 monthly per class
4. Zumba is \$5 per class or \$20 for a 10-class punch card. First class is free.
5. Two hour classes are \$90 a month. 30 minute classes are \$20 per month. Hour and a half classes are \$60 per month.
6. Payment is due by the fifth of each month. A personalized invoice will be sent out by e-mail the week before the start of the session and at the end of each subsequent month. Payment links (both one time and recurring) will be available on that invoice.
7. No refunds or credit will be given for missed classes. Pro-rating of tuition is for late admission into a class, not to adjust for classes missed. Tuition pays not just for teaching time, but for equipment that keeps the studio open.
8. Limited make up classes are available for absences due to illness or extenuating circumstances. Please complete the Make Up Class Registration form before attending a make up class (located on the Current Dancers portion of the website).
9. The drop in rate is \$10 per hour class (not including free trial class).

IGNITE DANCE POLICIES

Registration Policies:

1. Students must be the minimum age within the first four weeks of the session and day time potty trained by the first date of class.
2. All Level I and younger classes must have at least three students enrolled one week before a session starts, or they will be cancelled at that time. These classes will be capped at 12 students and another class will be added or a waiting list created.
3. A trial class may be taken for free, but a liability form must be completed before participating in class.

Class Policies:

1. Parents and siblings are not permitted in the classroom during class time in order to cut down on distractions to the dancers.
2. There is no gum allowed in class.
3. Ignite Dance Academy reserves the right to change classes at any time without notice.
4. After three weeks of absenteeism, a student will automatically be dropped from the class and their spot given away, unless prior notification was given to the studio. Out of fairness for those on the waiting list, if a dancer takes a month off, tuition must be paid for that missed month in order to hold their spot in the class.
5. No videotaping or pictures are allowed unless permission has first been obtained from the instructor. If you are taking pictures or video of dancers other than your own, permission must also be obtained from that child's parent.
6. Parents/guardians must check their child in at the Registration Desk each week. The parent pick up tag or a picture of it must be presented to pick up a child from their classroom (for 3-4, 5-7 year old and Level IA classes). Children in this age group will not be permitted to go to the restroom without a teacher or teacher's assistant or their parent/guardian.
7. Students not adhering to the dress code may be asked not to take class until they are properly attired.
8. Dancers must adhere to the pre-requisites listed on the Registration Form.

2025 - 2026 CALENDAR

[Monday, September 8 - Thursday, November 20](#) - Fall 2025 Session

[Tuesday, November 11](#) - Studio closed in observance of Veteran's Day

[Thursday, December 11](#) - Mandatory Tech Rehearsal (Level II and up)

[Friday December 12](#)- Mandatory Dress Rehearsal (all dancers)

[Saturday, December 13- Sunday, December 14, 4:00 p.m.](#)- Christmas Show

[Monday, January 12- Sunday, June 6](#)- Winter/Spring 2026 Session

[Monday, January 19](#)- Studio closed in observance of MLK, Jr. Day

[Monday, February 16](#)- Studio closed in observance of President's Day

[Saturday, February 21](#)- Studio Disneyland performance (by invitation)

[Monday, March 30 - Sunday, April 5](#)- Studio closed for Easter Break

[Saturday, May 16](#) - Recital Picture Day (optional)

[Monday, May 25](#) - Memorial Day - only Level II and above classes meet

[Thursday, June 4](#) - Mandatory Tech Rehearsal (Level II and up)

[Friday June 5](#)- Mandatory Dress Rehearsal (all dancers)

[Saturday, June 6 & Sunday, June 7, 4:00 p.m.](#)- Recital

[Monday, July 6 - Thursday, August 27](#) - Summer 2026 Session

DRESS CODE

Where to Find Dance Clothes and Shoes:

Kid's leotards, tights and dance shoes can be found at Walmart, Target, and Kohl's. Our local dance store is Capezio (3839 H Street in East Sacramento). You can also order from Discount Dance, an online dancewear distributor. Use code TP40704 at checkout and the studio will receive money back from your purchase and you will get a small discount.

Pre-Ballet/Tap/Jazz:

Girls: Leotard, dance dress, or shorttard/unitard, tights. Ballet skirts and tight fitting shorts are permitted.

Boys: Stretch pants, t-shirt (any color).

Shoes: Pre-Ballet: pink ballet shoes, black for boys. Tap/Jazz: Ballet or jazz shoes and black tap shoes.

Hair: Hair in a bun for ballet, bun or pony tail for other dance forms.

Ballet:

Girls: Tights, leotard (any color), pink ballet shoes. Pink tights. Ballet skirts and tight fitting shorts are permitted.

Shoes: Pink ballet shoes, black for boys.

Boys: Stretch pants, t-shirt (any color).

Hair: Hair in a bun for ballet.

Contemporary/Jazz/Tap/Musical Theatre/Teen/Adult:

Girls: leotard or unitard, tight pants or shorts. A t-shirt or thick strap tank top over a leotard or unitard is permitted for non-ballet classes.

Boys: Stretch pants, t-shirt (any color).

Shoes: Contemporary: skin tone jazz shoes (black for boys); Jazz/Musical Theatre I/II: black jazz shoes; Tap: black tap shoes; Musical Theatre IV/V: tan character heels. Teen/Adult Ballet/Jazz: black jazz shoes and/or pink ballet shoes.

Hair: Hair in a bun for ballet, bun or pony tail for other dance forms.

Leotards are required to be worn for all blocking, tech and dress rehearsals.

*It is preferred that adult students stay within the dress code, but they are invited to wear what is comfortable for them to move in.

CLASS DESCRIPTIONS

BALLET AND PRE-BALLET: Ballet classes are designed to give the dance student a strong technical background. The student will acquire flexibility, muscular strength and physical endurance, as well as a working knowledge of French dance terminology. Students will also develop and redefine their technique, proper alignment, and rhythmic and qualitative understanding. Ballet classes are highly recommended to provide a solid technical base for all dance classes.

COMBINATION CLASSES (Tap/Jazz, Ballet/Jazz, Teen/Adult): These classes give the new dancer movement experiences and fundamental knowledge of the basics of dance, as well as a hands-on overview.

CONTEMPORARY: This class is designed to teach students a contemporary/modern style of dance. There will be a focus on choreography and emotional expression through movement. In addition, students will learn and/or improve their improvisational skills. Contemporary consists of a variety of dance styles such as ballet, jazz, modern, and sometimes even hip hop.

JAZZ: Jazz classes are designed for the student with an interest in learning jazz technique and styles. The student will acquire flexibility, muscular strength and physical endurance. The class will provide the students with a strong sense of discipline of mind and body, as well as a heightened level of physical health.

MUSICAL THEATRE: This class is designed for the dance student interested in learning proper dance technique while exploring the various dance styles used in Broadway shows. Emphasis will be placed on learning performance skills such as connecting with the audience and telling a story through dance and facial expressions.

TAP: Tap classes are designed for the student with an interest in learning tap technique, styles and rhythms. They will explore many styles of tap such as classical tap, clogging, jazz tap and rhythm tap. A refinement of style and artistry will be emphasized.