

FIRST BAPTIST CHURCH
THE COLONY, TEXAS



2009 - 2010
CLUB MANUAL



Dear Parents or Guardians of Awana Clubbers,

We are thrilled to have your child participate with us in the Awana ministry! Awana is a rewarding and enriching experience in Christian education and we are sure you will receive an exciting report on the activities. The purpose of the Awana ministry is to *reach boys and girls with the gospel of Christ and train them to serve Him*. The word Awana is an acronym based on II Timothy 2:15: **Approved Workmen Are Not Ashamed**.

We encourage you to support your child's continued participation. Each weekly club meeting is composed of three main elements – Game Time, Handbook Time, and Council Time. Your child will enjoy the active *Awana Games*, uniquely created around the Awana circle. During *Handbook Time* leaders work with small groups of clubbers listening to Bible verses the boys and girls have learned as well as assisting them with their handbooks. Your child will begin to gain a valuable understanding of spiritual truths in this way. Awards are earned for passing sections in their handbook and to motivate further achievement. During *Council Time* your child will be exposed to messages from God's Word delivered by exemplary speakers.

You, also, have a critical part to play in this. In order for your child to get the most out of the Awana program your partnership with us in helping your child to learn and achieve is essential. **Please read this Awana Manual** which has been prepared to help clarify our expectations and to provide basic information about our programs. If you have further questions, please talk to Commander David or Commander Nancy or one of your child's leaders. After you have read this manual we ask that you fill out and turn in the last two pages, Registration and Medical Information.

Thank you and welcome to Awana.

AWANA MEETING TIMES

The Awana Ministry at First Baptist Church The Colony is held on Sunday evenings from 5:00pm – 7:00pm. Check-in time begins at 4:45pm. We will start the opening flag ceremony **promptly** at 5:00pm.

AWANA SCHEDULE*

4:45—5:00 Check-In Time

5:00—5:05 Flag Ceremony (ALL CLUBS)

5:10—5:35 Handbook Time/Council Time

5:40—6:05 Council Time/Handbook /Game Time

6:10—6:35 Game Time/Council Time

6:40—7:00 Award Ceremony and Announcements (ALL CLUBS)

Parents are encouraged to attend the Award Ceremony. It means a great deal to a clubber when the parents watch them receive an award for their hard work.

*Cubbies Club has a separate schedule after Flag Ceremony and before Award Ceremony. The Cubbies Director will provide a detailed schedule at beginning the year.

AWANA CLUB AGE GROUPS

Cubbies

- Two year preschool program
- Ages 3 and 4 years old
- Must have their 3rd birthday on or before September 1st to participate in Cubbies

Sparks

- Three year program
- Kindergarten, 1st grade, 2nd grade

Truth & Training (T&T)

- Four year program
- Grades three, four, five, and six

WHAT TO WEAR/BRING TO AWANA

- Your child should wear their designated uniform; comfortable closed-in shoes for running and playing; and a sweater or coat as appropriate, we will be playing outside unless raining or bad weather.
- Your child should bring their Bible, Awana Handbook, and 25 cents for adopt-a-club.

PICKING UP YOUR CHILD

NO CHILD will be allowed to exit the building without a parent accompanying each child. Parents must come inside the building to pick up their child. A Leader will be stationed at the door to insure your child is safely leaving the building.

DISCIPLINE

Awana uses two “counts”, one for group order and one for individual discipline.

The “**5-count**” is used to bring the group to order. As the leader counts to “5”, the children should become quiet and still.

The “**3-count**” is for an individual. The child is given a “one” the first time they have misbehaved and their action is discussed so they understand the inappropriate behavior. If the child continues to misbehave, then they receive a “two”. The child now sits down with the Awana Commander or Director to discuss their behavior. If the child continues to misbehave or be disruptive, they receive a “three”. When the child receives a “three”, they are taken to their parents for the rest of the evening. The leader will discuss with the parent the reason for this action.

AWANA RULES

- I will respect my leaders
- I will respect the other clubbers
- I will be gentle and loving
- I will keep my hands to myself (except for appreciation or congratulations)

PRICE LIST FOR UNIFORMS/HANDBOOKS

Cubbies

| | |
|--------------|-------|
| Handbook | 9.00 |
| Uniform Vest | 12.00 |

Sparks

| | |
|--------------|-------|
| Handbook | 9.00 |
| Uniform Vest | 15.00 |

T&T

| | |
|----------------|---------------------------|
| Handbook | 9.00 |
| Casual Uniform | 20.00 (youth sizes 10-16) |
| Adult Sizes | 23.00 (adult small-XL) |

(Please do not let finances stand in the way of your child participating in Awana. If there is a financial need, please let your child’s Awana leader or the Awana Commander know, and we will work with you so your child may continue to participate in our Awana ministry.)

WELLNESS POLICY

Children SHOULD NOT attend Awana if they have any of the following symptoms:

- Fever – 100 degrees or higher within the last 24-hours
- Vomiting within the last 24 hours
- Diarrhea within the last 24 hours
- Runny nose if accompanied by other symptoms and/or colored discharge
- Rash that is suspected to be contagious
- If your child is prescribed an anti-biotic, they must have been on the anti-biotic for a minimum of 24 hours prior to attending Awana.

CLUB ATTENDANCE AND CHURCH ATTENDANCE

Club attendance is divided in four quarters. In order for a clubber to qualify for a club attendance award he will be allowed only one unexcused absence per quarter. Situations beyond a child's control, such as sickness or vacation, are usually *excused* absences. Please send a note with your child to club confirming why his absence should be excused. Otherwise, the secretary will assume his absence is unexcused. (*We don't know unless you tell us!*)

The same rule applies for Church attendance. Church is divided into two halves. To receive the Church attendance award the clubber is allowed two unexcused absences per half. A note will be required for excused absences. A clubber may attend Sunday School or Church outside the Awana host church.

TEAM POINTS (*Sparks and T&T Clubs Only*)

Each child is assigned to a "color" team (red, blue, green, or yellow). Each child earns points for their team by the following:

| | |
|---|------------------|
| Attendance | 10 |
| Being on time | 5 |
| Bringing 25 cents for adopt-a-club | 5 |
| Wearing their Complete Uniform | 5 |
| Attending Church/Sunday School (<i>at any church</i>) | 5 |
| Bringing their Awana Handbook | 5 |
| Bringing their Bible | 5 |
| Bringing a Visitor | 25 |
| Participating in Theme Night | 10 |
| Passing Handbook sections | 20 (x #sections) |

AWANA STORE

Clubbers can earn shares (Awana bucks) or points for almost anything, i.e., passing sections, exhibiting good sportsmanship at game time, exhibiting “Christ-like” behavior at any time, being the first to do what their leader requests, etc. These shares can be used in the Awana Store to purchase various items. The Awana Store will be open before Christmas and before the end of the club year. Cubbies will each be allowed to select an item from the Cubbie table. Clubbers may turn in ideas for things to be bought for the store.

CLUB HONORS

Each night the **team** with the most points will be recognized. (Points are earned during check-in time, handbook time, and game time...see TEAM POINTS)

Once a month the T&T club will recognize their “**Truth Trackers**”. Truth Trackers are those clubbers who stay “on track” in their handbook. Since most clubs run for approximately eight months during the school year, and each T&T handbook has eight Discoveries or Challenges, a child must complete one Discovery or Challenge each month to be a Truth Tracker. Clubbers who do this will complete their books by the end of the year.

Once a month the Sparks club will recognize a “**Super Sparkie**”. This is a clubber who has achieved high points and has demonstrated “Christ-like” behavior in all areas.

At the end of the year, Sparks and T&T will announce high point clubbers of the year.

ADOPT-A-CLUB

Our Awana Club has “adopted” a Club at the Malindi Church in Kenya, Africa. Awana is growing rapidly in Kenya, but Kenya is a poor country. We support our adopted club with the 25 cents your clubber brings in each week. This money allows Awana International to provide badly needed resource materials to our “adopted sisters and brothers” in Kenya.

LEADER REQUIREMENTS

- Must arrive each Sunday night no later than 4:30pm.
- Must be in complete uniform.
- May have no more than 3 absences per club year.
- Must be saved and walking with the Lord.
- Must desire spiritual growth.
- Must let the Director or Commander know when going to be absent.



WHAT HAPPENS AT CUBBIES?

Our purpose is to help your children to take their first little steps on a lifelong spiritual journey. In the Bible, parents are instructed to teach their children about God's ways...in routine activities...passing along their faith, little by little, day by day. The cubbies program is designed to help leaders and parents in this critical role.

The teaching begins at home. Each week, the parents help their Cubbie complete the scheduled Bear Hug. Each aspect of the Bear Hug reinforces the same Bible truth. At club, we will center everything we do in the same truth that you have worked on at home. Our story, games, activities, even our snack will reinforce the teaching your child has received from you. By creating this partnership, we hope to really "cement" that week's truth into our Cubbies' minds!

REQUIREMENTS FOR MEMORY WORK

- Cubbies are allowed two "helps" (prompts) per Bear Hug
- Bear Hugs must be recited in one session. If there are two verses in the Bear Hug, both must be recited at one session and in the order they appear.
- Four-year-olds must recite the verses AND the reference. Three-year-olds are encouraged to recite the reference, if they are capable, but are not required.
- Cubbie clubbers will recite the verses they have learned at home to their Cubbies Leader during club.

TIPS ON HOW PARENTS CAN HELP

Help your child learn each weekly Bear Hug

- Establish a regular time to work on the Bear Hug with your child...morning and Evening.
- Check the schedule and calendar for what Bear Hug to work on for the next week.
- Read each week's Bear Hug to your child and follow the simple instructions.
- Listen to your child and recite the verse and sign your name. Be encouraging!
- Only one Bear Hug will be done per week.
- The Cubbies will all recite the same Bear Hug each week.

Bring your child to club on time and in uniform

- Find a special place at home to keep your child's book and uniform so it can always be found on Club day.
- Be sure your child wears the uniform vest to club. The uniform is where their awards are displayed and helps with motivating them to learn and work in their books.
- Bring your child to club on time so we can begin and end promptly. Be sure to come inside to pick up your child.

ABOUT THE CUBBIES MATERIAL

Bear Hug Brochure: A brochure containing two sample bear hugs as well as basic information about the Cubbies program. All Cubbies will complete this first.

Celebrations Handbook—Hopper and Jumper: Includes memory verses and activities divided into weekly Bear Hugs that teach basic truths about God. Cubbies complete each week's Bear Hug at home as background for the teaching at club the next week. Then they repeat the memory verse to their leader at club. Completing every Bear Hug in the book is a requirement for earning a Cubbie Book Award at the end of the year. Each Bear Hug also contains an Under the Apple Tree supplemental section. Under the Apple Tree fun activities are optional, and not required for book completion.

Character Builders Book One and Two: A supplemental book filled with activities and verses that help lay a foundation for godly character. Children work in the book with their parents, and recite the verses to their leader at Cubbies Club. If desired, this book may be used at the same time as the Celebration Handbook. Children may begin at any time and work at their own pace. *This is NOT required material.*

MEMORY WORK ORDER

Bear Hug Brochure: Each Cubbie must complete this brochure before work in the handbook may begin.

Handbook:

Learning Level A – Complete one Bear Hug each week. All children work on the same Bear Hug at the same time. If your child has missed a week of club, be sure to check the schedule for the current week's Bear Hugs (maximum of 3 in one day). Do not do any future Bear Hugs.

Learning Level B - Under the Apple Tree may be done after the current Bear Hug and any missed Bear Hugs are completed. When you complete an activity, sign it and have your child recite any verses to the leader at club. Your child will receive a special stamp on his hand, and apple stickers for his books.

Learning Level C - Cubbies Character Builder sections may be done after the clubber has recited the current Bear Hug, any missed Bear Hugs, and Under the Apple Tree activities. A special Cubbies Bear sticker is given for each completed character lesson. These count toward the maximum of 3 Bear Hugs in a day.

AWARDS CUBBIES ARE ELIGIBLE TO EARN

Achievement Emblems – completion of the four Lamb Paths and four Elephant paths in a particular handbook

Year 1 Book Award – completion of one Celebrations handbook

Year 2 Book Award – completion of both Celebrations handbooks

Lion Emblems – earned for club attendance

Zebra or Giraffe Emblems – earned for Sunday School/Church attendance

Cubbie Bear Emblems – completion of *Cubbies Character Builders* in the supplemental books.



WHAT HAPPENS AT SPARKS?

The typical Sparks meeting looks like this:

Opening: Sparks club opens with Flag Ceremony (pledge to American flag and pledge to Awana flag, followed by the Awana theme song and a short prayer).

Sparkle Time: Leaders work with the Sparkies in small groups as they progress through their handbooks. This is when they recite the verses they have learned at home.

Green Meadow Time: Here the Sparkies learn a Bible lesson and have song time.

Game Time: The Sparkies are divided into teams to enjoy a time of running, jumping and just plain old fun.

Award Time: Awards are handed out for the achievements accomplished during Sparkle Time.

SPARKS HANDBOOKS

Our handbook time (also called Sparkle Time) is an important part of our club. We thought it would be helpful for you, as parents, if we included an explanation of how the handbook is laid out and its guidelines.

When your child has attended two consecutive meetings and has completed the Sparks **Flight 3:16 Booklet**, then they will become a member of our Sparks club and will receive a membership card. As a member, your child is eligible to wear the Sparkies vest and start on the HangGlider handbook. (Please check with the secretary, as the handbooks and vest must be purchased.)

There are three handbooks for the Sparks club (one for each grade level). The Sparkies all begin in the first book and are allowed to progress only into the book that corresponds with their grade level. .. (i.e., a clubber beginning club in second grade begins at the Kindergarten level (HangGlider handbook) and can progress through all three books in one year – if time permits).

Review: When Sparkies have finished their handbook, they can either do a review of the book or purchase the Frequent Flyer Extra Credit Cards. Upon completion of book review section Sparkies will receive their Review patch. Upon completion of the Frequent Flyer Extra Credit Cards Sparkies will receive their Extra Credit pin.

The handbook and awards are broken down as follows:

Rank Path: When Sparkies complete this section, they will receive a rank patch to be worn on their vest. They will then begin the “Jewel Sections”.

Red Jewels: These consist of Bible drills and deal with different topics from the Bible. These sections **must** be done in order.

Green Jewels: There is a Green Jewel section after each Red Jewel section. They may be completed along with the red jewels. There are some sections in the green jewels that need to be worked on from home. Please browse through these sections to see what needs to be done to pass these sections.

As Sparkies complete their red and green jewels, they are given “wings” on which to put these jewels. Four **Blue Jewels** (also worn on the wings) are given out throughout the club year for club attendance. Two **emblems** are awarded for Church attendance.

AWARDS SPARKIES MAY BE ELIGIBLE TO EARN

1st Book Ribbon – completion of the HangGlider handbook

HangGlider Review Patch – completion of book review

HangGlider Frequent Flyer Pin – completion of Frequent Flyer Extra Credit Cards

2nd Book Ribbon – completion of the WingRunner handbook

WingRunner Review Patch – completion of book review

WingRunner Pin – completion of Frequent Flyer Extra Credit Cards

3rd Book Plaque – completion of the Climber handbook

Climber Review Path – completion of Climber handbook review

Climber Pin – completion of Climber workbook



WHAT HAPPENS AT TRUTH & TRAINING?

A typical Truth & Training meeting looks like this:

Opening: Clubbers participate in flag ceremony (pledge to the American flag and pledge to the Awana flag), followed by the Awana theme song and a short prayer.

Handbook Time: Leaders work with the clubbers as they progress through their handbooks. This is when they recite the verses that they have learned at home.

Game Time: The clubbers are divided into four teams to enjoy a time of safe, fun-filled games.

Council Time: Here the clubbers learn a Bible lesson and participate in Bible drills.

Award Time: Awards are handed out for the achievements accomplished during handbook time.

TRUTH AND TRAINING HANDBOOKS

Our handbook time is an important part of our club that takes clubbers on “*The Ultimate Adventure*”. We thought it might be useful for you, as parents, to include an explanation of how the handbook is laid out and its guidelines.

Each clubber who attends club will begin in the **Start Zone** booklet. When the booklet has been completed, they will start into “*The Ultimate Adventure*” handbook #1 and be eligible to wear the Truth & Training uniform. (Please check with the club secretary, as the handbook and uniform must be purchased.)

The handbook and awards are broken down as follows:

Each handbook contains **eight discoveries** with **eight sections** in each to pass. Some of the sections include activities that may need to be done at home. Sections must be done in order (no skipping throughout the handbook please) so it’s important for clubbers to look ahead and see that they have done any outside work in order to continue on. **THE ONLY EXCEPTION** to skipping around is the **Bring a friend** section in each handbook. Clubbers are encouraged to bring friends with them anytime throughout the year.

After each discovery is passed, clubbers will be awarded a discovery seal to be placed on their award badge, which is part of their uniform.

Silver & Gold Extra Credit Sections

Clubbers don't have to complete sections, but they are fun and they help clubbers learn more about the Bible. To receive credit, all the sections must be done. These sections can be found at the end of each discovery. When all the silver credit sections have been completed, the clubber will receive a silver seal to be placed on their award badge. Gold credit sections follow the same guidelines.

Club Attendance: Four club attendance stickers are awarded to clubbers for regular attendance during the Awana club year.

Church Attendance: Two church/Sunday school stickers are awarded to clubbers for regular attendance during the club year.

AWARDS TRUTH & TRAINING CLUBBERS ARE ELIGIBLE TO RECEIVE

1st Book Ribbon – completion of one handbook

Excellence Trophy – completion of two handbooks

Third Book Award Plaque – completion of three handbooks.

Timothy Award – completion of four handbooks

FBC TC Awana Club 2009-2010:

Cubbies (3-5yr, prior Kindergarten, Must be potty trained.)

Must have their 3rd birthday on or before September 1st

Sparks (Kindergarten-2nd grade)

Truth and Training (3rd-6th grade)

Clubbers Name _____

Date of Birth ___/___/_____ Gender: Female Male

Address _____

City _____ Zip _____

Grade Preschool (3yr) (4yr) K 1st 2nd 3rd 4th 5th 6th

Parents Names _____

Main Phone _____ 2nd phone (cell) _____

E-Mail _____

Church Attended _____

Registration Fee.....\$35

Books\$

Book needed – circle one:

Cubbies Jumper Celebration \$9.00

Sparks 1st yr HangGlider \$9.00

 2nd yr WingWalker \$9.00

 3rd yr Climber \$9.00

T & T 1st 2nd 3rd 4th \$9.00

Uniform.....\$

Cubbies \$12

Sparks \$15

T & T \$20.00 (youth sizes 10-16)

T & T \$23.00 (adult sizes small-XL)

Total \$ _____

Date paid _____

Check # _____

Emergency Medical Authorization

In case of a medical emergency, I hereby give authority to any hospital and/or emergency medical personnel to render immediate medical aid, including transport if necessary, for _____, as may be required at the time for his/her health and safety.

(child's name)

Parent signature

Any known allergies? _____

Diabetic? Yes / No

Other Medical Condition _____

Hospital Preference _____

Medical Insurance Carrier _____

Other Emergency Contact?

Name

Phone

Relationship

Volunteer Requirements

All parents will be required to help in Awana 2 club nights per year. A schedule will be created and you will be requested to choose which nights you will be available.

- I understand the requirements and agree to help 2 club nights this year.
- I prefer to help in my child's group.
 - The nights I will volunteer are _____ and _____.
- I am unable to help because I already serve FBC The Colony on Sunday evenings.
- I am unable to help for the following reasons... _____