



## Parent Handbook

### **A Few Facts About AWANA Clubs at Arrow Heights Baptist Church**

*The purpose of the AWANA Ministry is to reach boys and girls with the Gospel of Christ and train them to serve Him. The AWANA ministry at Arrow Heights Baptist Church works in unison with other ministries at Arrow Heights to help your child learn about Jesus and to grow in Him.*

**Be diligent to present yourself  
Approved to God, a worker who does  
Not need to be ashamed, rightly  
Dividing the Word of Truth.  
2 Timothy 2:15**

### *The Opening:*

Opening Ceremony includes the American Flag Pledge, the AWANA Flag Pledge, the AWANA Club Song, and an Opening Prayer.

#### **American Flag**

I pledge allegiance to the flag  
of the United States of America  
and to the republic, for which it stands,  
one nation under God, indivisible  
with Liberty and justice for all

#### **AWANA Flag**

I pledge allegiance to the AWANA flag,  
which stands for the AWANA Clubs,  
whose goal is to reach boys and girls,  
with the Gospel of Christ  
and train them to serve Him

#### **AWANA Theme Song**

Firmly AWANA stands, led by the Lord's commands  
"Approved Workman Are Not Ashamed"  
Boys and girls for His service claimed!  
Hail AWANA! On the march for youth  
Hail AWANA! Holding for the truth  
Building Lives on the Word of God, AWANA stands!  
Our Savior following, with steps unfaltering  
And love unfaltering, His praise we sing,  
His banner over us, in service glorious  
We'll fight victorious for Christ our King!  
Youth On The March!

### ***The Club Meeting:***

Each club meeting is divided into three segments (Handbook time, Game time, and Council time). Children are divided into four teams (red, blue, green and yellow). They will be assigned a team and remain on that team for the year. Throughout the night they can earn points for their team by passing sections in Handbook time, listening in Council time, and participating in Game time.

### ***Handbook Time:***

Children meet in small groups and recite their work individually with their handbook leader. Leaders strive to ensure that children understand the Scriptures, that it is not just memorization. Parents are encouraged to work in the handbooks with their children during the week.

Your child will receive individual awards each week for the awards earned the prior week. They may also receive team awards at this time.

### ***Game Time:***

Children will participate in a variety of games on the AWANA game circle, located in the gym. During this time, children will learn about good sportsmanship, develop team spirit, coordination skills, and build self-confidence.

### ***Council Time:***

Bible Study - The leader presents the Bible story in a fun, exciting way.

### ***Rules:***

The rules in AWANA Clubs are for the safety and wellbeing of the children and adults who are participating.

- Follow the instructions of your leaders
- Speak to one another with respect
- Move quietly between rooms
- Walk, do not run in the church
- Keep your hands, feet and objects to yourself at all times
- Stay in your room unless a leader has given you permission to leave
- Respect each other, no swearing, fighting, hitting or pushing

### ***Discipline Policy:***

AWANA Clubs uses two counts, one for an individual and one for the group.

The “3 -count” is for an individual. The child is given a “one” the first time they misbehave. Their action is discussed so they understand the inappropriate behavior. If the child continues to misbehave, they receive a “two”. The child now sits down with the AWANA Commander 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.

The AWANA leaders realize that there are many family situations that may affect a child’s

behavior. We encourage you to let your child's leader know if there is any situation that may help us in ministering to your child. This helps the AWANA leader to potentially minister to the child as opposed to just viewing a situation or action as a disciplinary problem.

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

### *Uniforms and Tennis Shoes:*

Each child will be able to purchase a uniform (vests or shirts) after completing the entrance booklet. Uniforms are an important part of AWANA clubs. Uniforms instill unity and pride, promote a disciplined atmosphere and provide a place for earned awards to be displayed. The same uniform may be worn for two or more years provided the child is in the same club (Sparks or T&T). Uniforms (vests or shirts) should be worn every week.

Due to the fun activities during Game time, tennis shoes are required. Flip flops and sandals can be dangerous.

If uniform costs are a problem, please call the children's ministry office at 455-5020. Arrangements can be made for a payment plan or scholarship.

**Please do not let monies be a determining factor for your child's participation.**

### Registration and other fees:

CUBBIES.....	SPARKS
Bear Hug - Free	Gate Book - Free
Handbook - \$9.00	Hand book - \$9.00
Vest - \$10.00	Vest - \$11.00
Truth and Training	
Start Zone Book - Free	
Handbook - \$9.00	
T-shirt - \$14.00	

Weekly dues can be paid on a weekly basis, a semester basis or yearly. There is a proration schedule for families with multiple children. Contact an AWANA Leader for that information.

*Remember these uniforms can be worn for more than one year. Consider bigger sizes for growth allowance.*

### Optional AWANA Accessories:

Handbook bag.....	\$7.00
Sparks Memory Verses to Music on CD.....	\$10.00
T&T Memory Verses to Music on CD.....	\$10.00

Please be patient as all items may not always be readily available. If items are not available they can be ordered and received within 7 - 10 days.

## Attendance and Awards:

AWANA not only encourages club attendance, but Sunday School attendance as well. The AWANA ministry desires for your family to be involved in a local church somewhere; if you don't have a church home we would love for you to part of ours. For your child to be successful in completing awards, Sunday School and Club attendance are important.

At Arrow Heights Baptist Church we offer:

Children's Worship for children 1st - 3rd is offered at 9:15 AM.

Sunday School for birth - Kindergarten is offered at 9:15 & 10:45 AM.

Funday School for children 1st - 5th is offered at 10:45 AM.

Each year children will earn club attendance and Sunday School attendance awards with no more than one excused absence. Situations beyond the child's control including sickness or vacation are excused, but it is the parent's responsibility to make the Handbook Leader aware of individual cases.

In case of inclement weather, please call the church office at 455-5020 to see if AWANA clubs will be meeting or not.

## Drop-Off Process:

Sparks and T & T clubbers are to come to the gym to check in. They can start checking in at 6:20 PM, so that they are ready at 6:30 PM for the opening ceremony. Cubbies check in at their classrooms.

## Pick-up Process:

Parents are to pick up their child (ren) at the following rooms: Cubbies where you checked them in; Sparks room 223; and T & T room 226. **Please be prompt and arrive by 8:00 PM. Siblings should not pick up siblings an adult should pick up all AWANA Clubbers.** Thank you for your help with this.

## Nightly Schedule

6:20 - 6:30	Check in
6:30 - 6:40	Opening Ceremony (All clubs, except Cubbies)
6:40 - 7:05	Handbook Time (Cubbies & Sparks), Games Time (T&T)
7:05 - 7:10	Transition Time
7:10 - 7:35	Council Time (T&T), Game Time (Sparks), Handbook Time (Cubbies)
7:35 - 7:40	Transition Time
7:40 - 8:00	Game Time (Cubbies), Council Time (Sparks), Handbook Time (T&T)

Clubbers will not be dismissed until 8:00 PM

## The AWANA Store

As motivation for your child to participate fully in AWANA Clubs he or she will have the opportunity to earn AWANA Bucks in the following ways:

- \* Being Present
- \* Wearing a uniform (shirt or vest)
- \* Bringing a friend
- \* Bringing a Bible
- \* Bringing their AWANA book
- \* Winning during Game Time
- \* Passing sections (in Handbook time)
- \* Other things as determined in the future.

AWANA Bucks can be redeemed at the AWANA store during Game Time on the nights that it is offered. The AWANA store will consist of items such as small novelty items, AWANA goodies, school supplies, candy, toys, etc.

### Very Important Note:

Your child's AWANA book will have an envelope in the back of it to assist them in keeping up with their AWANA Bucks. AWANA Bucks are the responsibility of you and your child. We do not keep records of them and they cannot be replaced. Please assist your child with this.

## Cubbies

### *4 year old - Pre-kindergarten*

#### 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.

#### 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 night). 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 their book.

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 lessons. These count toward the maximum of 3 Bear Hugs in one club night.

### 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 handbook.

Year 2 Book Award: Completion of both handbooks.

Lion Emblems: Earned for club attendance.

Zebra or Giraffe Emblems: Earned for Sunday School and church attendance.

Cubbie Bear Emblems: Completion of Cubbies Character Builders in the

supplemental books.

### Requirements for memory work

- Cubbies are allowed two “helps” 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.
- The verse and the reference must be recited.

## Sparks

### *Kindergarten - 2nd Grade*

#### Sparks Gate:

A brochure containing six sections as well as basic information about the Sparks Program. Sparkies only have to complete this once.

#### Handbook Parts:

#### 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” to earn jewels for their crown.

#### Red Jewels:

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

#### Green Jewels:

These can be done in any order once the rank path has been finished. They may also be completed along with the red jewels. There are some sections in the green jewels that need to be worked on at home. Please browse through these sections to see what needs to be done to pass these sections.

#### Review:

When Sparkies have finished their handbook, they can do a review of the book. **This is optional.** It must be done in the same manner as before. Having completed this, the Sparkie may then go on to Review Island.

#### Workbook:

After the handbook has been finished and reviewed, there is a workbook that can be completed.

### Awards Sparkies are Eligible to Earn

1st Book Ribbon - Completion of the Skipper Handbook

Skipper Review Path - Completion of the Skipper Handbook Review

Skipper Pin - Completion of the Skipper Workbook

2nd Book Ribbon - Completion of the Hiker Handbook

Hiker Review Path - Completion of the Hiker Handbook Review

Hiker Pin: Completion of the Hiker Workbook

3rd Book Ribbon - Completion of the Climber Handbook

Climber Review Path - Completion of the Climber Handbook Review

Climber Pin - Completion of the Climber Workbook

Blue Jewels - Given for club attendance ( 1 unexcused absence allowed per quarter)

Sparky Emblem - Given for Sunday School and Church attendance ( 2 unexcused absences allowed)

\*Note: Each Sparkie starts with the Skipper book and may only complete books up to his/her grade level.

## **Truth and Training** ***3rd - 5th Grade***

Start Zone:

A brochure containing seven sections as well as basic information about the T&T program. Clubbers only have to complete this once.

Handbook:

Each handbook contains 8 discoveries/challenges with 7 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), so it is 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. After each discovery/challenge is passed, clubbers will be awarded a seal to be placed on their award badge, which is part of their uniform.

Silver and Gold Extra Credit Sections:

Clubbers do not have to complete these sections, but they are fun and help clubbers learn more about the Bible. To get credit for these sections, all the sections must be done. These sections can be found at the end of each discovery. When all the silver or gold credit sections have been completed, the clubber will receive a silver or gold seal to be placed on their award badge.

Awards T&T Clubbers are Eligible to Earn

1st Book Ribbon - Completion of one handbook

Excellence Trophy - Completion of two handbooks

Third Book Award Plaque - Completion of three handbooks

Club Attendance Stickers - Given for club attendance each quarter (one unexcused absence per quarter allowed)

Church Attendance Stickers - Given for Sunday School and Church attendance each semester (two unexcused absences allowed)

\*Note: Each clubber starts with the Book 1 and may only complete books up to his/her grade level.

