



Awana Parent Handbook

First **B**aptist **C**hurch of **L**a **P**lata

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FBC La Plata Awana Webpage: <http://www.fbclaplata.org/awana/>

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WELCOME!

If you're looking for a great program that will impact your child's life, you've come to the right place!

Awana is one of the leading ministries to reach children for Christ. Awana blends Bible teaching, Scripture memorization and tons of fun. Awana offers opportunities for your child to grow spiritually through Scripture memorization and basic understanding of biblical principles and doctrines. Awana also provides an opportunity for children to learn to compete as a team and not just as individuals.

We are glad you have trusted First Baptist Church of La Plata as the place where your child can grow in the Lord. We are sure our Awana club will be a place of learning and excitement that will have a positive influence on your child.

This booklet is designed to provide information about the ministry and to answer some of the common questions parents ask. Awana Club International has a website full of information at www.awana.org.

We would love to hear your feedback and together we can work to developing a great Awana program. We look forward to getting to know each clubber and digging into God's word with them.

ABOUT Awana

The goal of AWANA is to reach boys and girls with the gospel of Christ and to train them to serve Him. We are committed to sharing Christ's love with your child, and working together with you to help them grow in their faith and become *unashamed servants of God*.

The word **AWANA** stands for **A**pproved **W**orkmen **A**re **N**ot **A**shamed, and comes from 2 Timothy 2:15, which is Awana's key verse.

*"Study to show yourself approved unto God, a workman that needs not to be ashamed, rightly dividing the word of truth."
2 Timothy 2:15*

Awana offers different clubs depending upon the age or grade of the children.

Awana CLUBS

Sparks



Grades K, 1, 2

Children must be enrolled in kindergarten of the current club year.

3rd, 4th, 5th, 6th
Grade



WHEN & WHERE DOES Awana MEET?

Awana is from 5:30 pm – 7:00 pm on Sunday evenings at First Baptist Church of La Plata, 9070 Hawthorne Road, La Plata, MD 20646.

We do our best to start and end on time so please be prompt in dropping off and picking up your child.

WHAT DO KIDS DO AT Awana?

At First Baptist Church of La Plata, we begin with opening ceremonies and end the evening with clubber awards. This is always a special time of clubber recognition for their hard work and a job well done.

A typical club night is divided into three parts:

- Game Time
- Handbook Time
- Large Group Time

Game Time – The clubbers have fun while learning to be a part of a team. The games are designed to allow each child to participate and encourage team spirit.



Handbook Time – Each clubber will have a handbook to work in. Clubbers are encouraged to complete one handbook each year. During small group time, clubbers have the opportunity to recite sections to their leaders that they have worked on at home.

No matter what age your child is, he/she will need help with their Bible memorization. We ask for your support in encouraging your child to complete their handbook materials prior to each club week. This way we will have the time to show them how to apply what they learn to their everyday lives. As you know, cramming in the car on the way to church may produce a verse for the short term, but usually won't be retained for the long term. The handbooks are also a great tool for family Bible memorization.

Section Completion Standard: A child needs to recite the required material in the handbook section to their leader. Children will be given a maximum of two helps or prompts per section. That means only two hints to complete all the required work and verses exactly as they appear in the text. A section may include more than one verse and the references must also be learned. A leader will not be allowed to sign the handbook of his/her relative. Parents signing their child's handbook sections at home, will not be excepted. Parents can initial the section, especially for the Sparks club, to let the Leader's know what sections have been studied or worked on.

Council/Large Group Time/Bible Study –

The time when clubbers come together to learn a Biblical lesson. Clubbers regularly hear the gospel message, apply truths of scripture to daily life, and gain tools for Biblical living.



AWANA Night Schedule

Sparks	
5:15 – 5:30	Check-In & Gathering
5:30 – 5:35	Opening Ceremonies
5:35 – 6:00	Small Group Time
6:00 – 6:25	Game Time - Fellowship Hall
6:25 – 7:00	Large Group Time & Awards
7:00 – 7:15	Check Out

Truth & Training	
5:15 – 5:30	Check-In & Gathering
5:30 – 5:35	Opening Ceremonies
5:35 – 6:00	Large Group Time
6:00 – 6:25	Small Group Time
6:25 – 7:00	Awards
7:00 – 7:15	Check Out





CLUB STANDARDS

WHAT WE EXPECT FROM PARENTS

Encouragement

Always encourage your child. Children have much more fun when Mom and Dad show interest in their accomplishments.

Assistance

Help children to attend Awana **every week** and to arrive on time (club begins promptly at 5:30 pm). Consistency builds friendships, achievement, and self-discipline.

Pick up clubbers promptly at 7:00 pm. All Sparks and T&T clubbers will not be permitted to leave their pick-up area without a parent or guardian.

During the week, help your child prepare at least two to three sections. This will ensure they will complete their handbook to receive their special awards and to qualify for other Awana activities.

Attendance

Visit our club. We welcome parents/guardians to visit Club on Family night, this allows you to see what your child does, and for you to catch the excitement of Awana!!! Be sure to check the calendar for details.

Attend all major events. Parents are always welcome and are encouraged to attend special events as a way of showing your support and approval of your child's accomplishments.

Guidance

Review the discipline guidelines in this handbook with your child. Awana has very few rules of behavior, but in order to insure that all Clubbers have an opportunity to learn as well as have fun, our rules of behavior will be enforced.



WHAT WE EXPECT FROM OUR CLUBBERS

We expect our clubbers to follow the behavior rules set by First Baptist Church of La Plata. We expect them to stay with their group and not wander around the church building unsupervised.

We expect our Clubbers to:

- Respect God
- Use appropriate speech
- Respect other clubber's things. No taking other clubber's things.
- Pushing, shoving, or roughhousing is not allowed. Keep hands to yourself.
- **Be on time.** Club starts promptly at 5:30 pm and ends at 7:00 pm
- **Be in uniform.** Clubbers should wear their uniform vest or shirt and gym shoes. No flip-flops. No sandals and no bare feet.
- **Be prepared.** Clubbers bring their handbook and Bibles and should be ready to pass sections.
- **Be Respectful.** Clubbers are expected to listen to leaders and to follow directions. Always stay with your club leader.
- Respect the church building and property.
- Walk-no running and no yelling except during game time
- Always be polite.

What to do if....?

You are sick and can't come. Keep studying your handbook sections! Try to make arrangement to say them to a Leader at church before our next club meeting. Leaders will make every effort to make themselves available prior to the next Awana club meeting to listen to Clubbers recite their verses.

You get hurt at Club. Tell a Leader immediately, so they can give you proper first aid care. If professional care is deemed necessary, your parents will be contacted.



Clubbers Health

Please maintain the following guidelines in determining if your child is well enough to attend Awana. If your child has any of the following symptoms, he/she should not attend Awana's that night. Any child should be symptom free for 24 hours before attending:

- Fever
- Coughing, croup or sneezing
- Vomiting or diarrhea
- Green or cloudy runny nose
- Inflamed throat or mouth
- Runny or pink eyes
- Any skin inflammation such as rashes, ringworm, impetigo
- Symptoms of any childhood disease (chicken pox, measles, mumps, etc)
- Head lice

Please be considerate of other clubbers and their parents. If you would not want a parent sending a clubber to Awana with the symptoms your child is exhibiting, it is likely that other parents would not want you sending your clubber with those same symptoms.

No medications can be dispensed by the child or your child's leader, if your clubber requires regular medication, please ensure that he/she has been given the medication prior to attending Awana.

SAFETY

Your child's safety is important to us. We want to make sure that Clubbers are safe while in our care.

Check-In Procedures

- Check-in begins at 5:15 pm and clubbers should arrive no later than 5:30 p.m.
- Each Clubber **MUST** be escorted in and out of the building.
- Children must be "checked in" by their parent.
- If an alternative adult or family member is going to drop off or pick up your child, **PLEASE PROVIDE A NOTE**. We understand that a big brother or big sister may drop off or pick up your child; just let us know in advance.
- Clubbers will need to complete their attendance, as well as indicating they brought their handbook, Bible, wore their uniform (must be worn at check-in to receive credit for uniform) and indicate if they brought a friend.
- Visitors must register with the Awana secretary in the Awana office.

Check-Out Procedures

- Clubbers are to be picked up by 7:00 p.m. by their parent.
- Please be prompt, as our workers are waiting for you.
- Clubbers **MUST** be escorted out of the building by an adult.
- Please remember to provide a note to the Awana secretary or club leader if an alternative adult or family member is going to pick up your clubber.





DISCIPLINE

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

The "5-Count" is used to bring the group to order. As the Leader raises their hand and counts to "5", the children should become quiet and still.

The "3-Count" is for an individual clubber. 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 director/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 Director/commander will discuss with the parent the reason for this action. Each week everyone begins with a "clean slate".

If the Clubber has to be taken to the parent a "second" time, the Clubber will be excluded from the next club meeting, and a parent must accompany the clubber for one club night upon return.

If a clubber is removed from club a third time, they will not be allowed back into the program without the approval of the Awana Commander. Approval will be determined after the clubber's parents meet with the Club Director and Awana Commander.

It is our prayer that no situation will have to be resolved in this manner, but in fairness to all clubbers and leaders, the above will be enforced as necessary.

Your Awana Leaders realize that there are situations that may affect a child's behavior. Therefore, we encourage you to let your child's Awana Leader know if there is any situation that may help us in ministering to your child. This would allow the Awana leader to minister to your child as opposed to just viewing a situation or action as a discipline problem.



Kindergarten through Second Grade

The Sparks ministry is to take clubbers a step deeper into God's Word while giving them the opportunity to hear the gospel and come to faith in Jesus Christ. A Sparkie must be 5 years old by September 30th of the current club year and be enrolled in Kindergarten to start.

All students starting in Sparks (no matter what grade) need to complete the Flight 3:16 Entrance Booklet before they can receive their handbook or purchase the uniform. All Sparkies, regardless of grade, start in the HangGlider handbook.

HangGlider Series



The HangGlider handbook is the first in the Sparks series. The HangGlider handbook covers the Old Testament from Creation through Joshua.

WingRunner Series

This is the second book in the Sparks series.
This handbook explores Judges to the birth of Christ.



SkyStormer Series



This is the third book for Sparks. This handbook covers the life of Christ to Revelation.



Kindergarten Progression

Flight 3:16, HangGlider handbook, HangGlider review (either in the handbook or by purchasing the HangGlider Frequent Flyer Cards), Additional Frequent Flyer memory verses are contained in the HangGlider Frequent Flyer Cards purchased separately.

A Kindergarten student must stay in the HangGlider series for the club year. They may not progress into the WingRunner Series.

First Grade Progression

A new first grade Sparkie must complete the Flight 3:16 Entrance Brochure. The Sparkie then proceeds to work on the HangGlider handbook. If the Sparkie wishes to complete additional material, he/she may go on to the WingRunner Series. They do not complete the review or Frequent Flyer cards in the HangGlider Series until they have completed the WingRunner handbook.

A Sparkie who is in first grade and who has completed the HangGlider handbook will start in the WingRunner series. Sparkies complete the WingRunner handbook, WingRunner review (either in the handbook or by purchasing the WingRunner Frequent Flyer Cards). Additional Frequent Flyer memory verses are contained in the WingRunner Frequent Flyer cards purchased separately.

A First grader may not move on to the SkyStormer series.

Second Grade Progression

A new second grade Sparkie must complete the Flight 3:16 Entrance Brochure. The Sparkie then proceeds to work on the HangGlider handbook. If they wish to complete additional material, the Sparkie may go on to the WingRunner handbook. If time allows and the Sparkie would like to work on additional material, he/she may complete the SkyStormer handbook.

A Sparkie who is in second grade and who has completed the HangGlider handbook and the WingRunner handbook will start in the SkyStormer Series. Sparkies complete the SkyStormer handbook, SkyStormer review (either in the handbook or by purchasing the SkyStormer Frequent Flyer Cards). Additional Frequent Flyer memory

verses contained in the SkyStormer Frequent Flyer Cards can be purchased separately.

Any second grader who is “catching up” may complete any/all of the three handbooks one time through. If they complete all three they are eligible to earn the Sparky Award Plaque to be presented at the final award ceremony.

All Sparkies

As Sparkies work on their handbooks, they receive awards to be displayed on their uniform. Awards are described in the handbooks and they include patches, Sparks Pilot Wings, jewels, review patches and extra credit pins. Refer to the handbook for proper placement of patches, flight wings, and jewels.

We ask that you pace your child to stay within the curriculum. Depending upon the amount of time left in the year will determine what supplemental memory work should be encouraged. Check with your child’s leader for additional information.

Sparkies also receive Sunday School Attendance patches awarded twice a year and Awana Club Attendance jewels awarded four times a year (quarterly).





The name Truth & Training reflects the passion of Awana to teach 3rd through 6th grade the truth of God's Word and to train them to follow Christ in their daily lives. This ministry helps clubbers build a firm foundation for their faith, hide God's Word in their hearts and apply the truths of Scripture in their life. This ministry will help clubbers see the world through God's eyes.

Truth and Training Progression

All first time T&T clubbers will first complete the Start Zone Entrance booklet. After this is completed, they will receive their handbook.

The curriculum is designed for the clubbers to complete one handbook per year. However, if they do not complete a handbook in one year, they can work on it the following year before starting the next book.

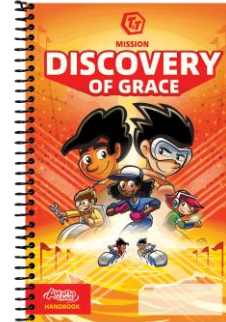
Each section includes an introductory activity, a Bible study, a prayer section guiding them on how to specifically pray for different countries in the world, and optional extra credit opportunities to dive deeper in their Scripture memory and study of God's Word.

Kids will also be challenged to memorize the books of the Bible, and to bring a friend to their T&T club. Look forward to an amazing time diving deep into truth and training together! Ready, super agents?

Truth and Training Handbooks:

T&T Mission: Discovery of Grace

In this handbook, T&T™ kids will explore some of the fundamental doctrines of Christianity. In these 32 lessons, they will spend time learning about the meaning of God’s grace and how it affects our lives. Topics include attributes of God, why God gave us the Bible, Jesus’ death and resurrection, and the fruits of the Spirit in Galatians 5:22-23.

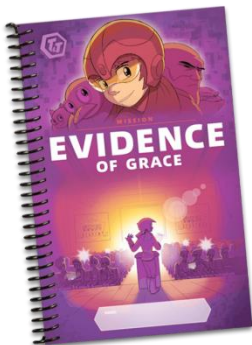


T&T Mission: Grace in Action

T&T Mission: Grace in Action engages kids by answering their questions about God and the Bible while guiding them to grow in Christ's love and live out their faith.

T&T Mission: Agents of Grace

Mission: Agents of Grace teaches kids about God, Jesus, Scripture and how to live out their faith.



T&T Mission: Evidence of Grace

In Mission: Evidence of Grace, T&T kids will explore some of the fundamental doctrines of Christianity. They will spend time learning about the character and nature of God, the structure and sequence of the Bible, the redemption narrative, and key discipleship practices.



Awana Awards

Our Sparks and T&T clubbers, who progress in their handbooks, will receive awards to be displayed on their uniforms. When a clubber completes a handbook, they are eligible to receive an award at the Awards Ceremony at the end of the club year.

All clubbers at the ceremony will be recognized and will receive a certificate.

All clubbers must complete all sections in their handbooks by the last night of Awana in order to receive an award at the Final Awards Ceremony.

Sparks Awards

First Book award – completing the HangGlider handbook

Second Book award – completing the HangGlider and WingRunner

handbooks Sparky Award Plaque – awarded for completing the

HangGlider, WingRunner and SkyStormer Handbooks. Clubber must be in at least the 2nd grade.

T&T Awards

Awards Are Cumulative!

Give section awards recognition after every four consecutive or non-consecutive sections. Start Zone sections are counted toward this.

Award one Silver and/or Gold Extra Credit emblem after completing all extra credit sections in one unit.



VISITORS

A visitor is defined as a **first time attendee** of the Awana club program at First Baptist Church of La Plata. For security and safety reasons, visitors are required to fill out a registration form. Upon their second and subsequent visits prior to joining, they will not count as a visitor for clubber rewards.

ALTERNATIVES TO BRINGING A FRIEND TO CLUB

In some Awana handbooks, there is a section that requires bringing a visitor to Club. The intent of this section is to actively involve children in reaching others with the gospel of Christ on an individual basis.

Some circumstances make it difficult for a child to successfully bring visitors to Club. Our Awana Club feels that personal invitations are so important that we require the child to make at least three attempts to invite someone before they are allowed to complete the section using one of the following alternatives:

- Bring a friend to Sunday School or any church function.
- Show your Awana handbook to a friend and explain the club to that friend.

After making the required attempts and completing one of the alternatives, the parent or guardian must write in the child's handbook (in the section on visitors) what they did, the date they did it, and the parent/guardian must sign the handbook. Credit cannot be awarded unless your handbook has the required parent or guardian signature and date explaining what was done. An example of what would be written into the handbook by the parent is:

"Mary tried to invite 3 friends to Awana Club – John Smith, Katie Jones, and Sally Franks. She was unable to get anyone to visit with her. Mary did share her book with Sally and explained the Awana program to her" – Followed by the parent's signature.

Many handbooks have this requirement twice and a similar note is required for each time a visitor is required – the child must make three attempts each time a visitor is required; not once for both visitor requirements.



Special Theme Nights During Awana

During the year, we have many theme nights for fun and to keep clubbers and leaders involved! Bonus points are often awarded to those who participate. Updates will be forwarded when available.


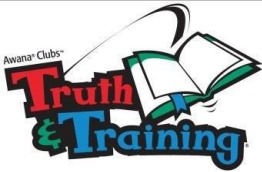
WHAT DOES IT COST TO ATTEND Awana?

All children who participate in the Awana ministry at First Baptist Church of La Plata MUST have a completed Registration and the parent/guardian must read and sign the necessary paperwork.

The cost for the club year varies depending on what club your child is in. Handbooks and uniforms can be purchased and ordered by each clubber. Since children may remain in one group for multiple years, to select a size of uniform, please take into consideration the child’s current size and anticipated growth. Awana uniforms run small, so please order one size larger than your child’s normal size.

The cost of handbooks and uniforms is club specific and vary in cost. (see below)

Awana Price List

 K - 2 nd grade	 3 rd – 6 th grade
<p>Sparks Uniform Vest (\$14.00) Sparks Handbook Bag (\$8.00) Sparks HangGlider Handbook #1 (\$13.00) Sparks WingRunner Handbook #2 (\$13.00) Sparks SkyStormer Handbook #3 (\$13.00)</p>	<p>T&T Uniform - Green (\$18.00) T&T Sling Bag (\$10.00) T&T Agents of Grace Handbook (\$13.00)</p>

WHAT DOES IT COST TO ATTEND Awana? Cont'd.

We do not want any child to forego Awana because of lack of resources. If it is difficult to cover any expenses, you can pay in installments. Scholarships will be available to those children whose families would find payment of these fees a financial hardship. First Baptist Church of La Plata loves children and does not want anyone to be excluded from participating. Therefore, if the club fees are burdensome, please see our club Commander, Julie Burgess.

Club bags are highly encouraged so that clubbers can keep all their items in one place. Please be sure to label all Awana items for your child with their name and their color group for easy location during club time.

Clubber will receive club items once the child is eligible for the item and payment is received. Awards will be provided by the First Baptist Church of La Plata. Should any awards be lost or destroyed during the year, we ask you to pay for the replacement of these items.

Inclement Weather Policy



Awana meets regularly on Sunday evenings throughout the school year, September - May. Occasionally, inclement weather or other emergency situations arise, causing us to cancel normal club activities.

In the event of inclement weather or other unforeseen emergencies:

The Pastor and Awana ministry leaders will determine whether or not events will continue, be delayed or cancelled. We will make every effort to communicate a decision by 3 p.m. based on current weather conditions. Notice will be given in the following ways:

- ◆ Church Website (<http://www.fbclaplata.org/awana/>)
- ◆ Text messages
- ◆ Email messages

NOTE - SHOULD A CANCELLATION OCCUR, FOLLOW THE CLUB CALENDAR AS STATED. IF A THEME OR EVENT IS MISSED, WE WILL MAKE EVERY EFFORT TO RESCHEDULE IT IF NECESSARY.

INCLEMENT WEATHER POLICY