



# **Parent Handbook**

*AWANA CLUB*

*#7309*

**Warrenton Bible Fellowship**

**46 Winchester Street**

**Warrenton, VA 20186**

**540-349-1338**

**[www.wbfva.org](http://www.wbfva.org)**

Dear Parent and/or Guardian:

How thrilled we are to have your child in the AWANA program here at WBF! We are praying this year will be full of fun and learning for your child. We want you to know more about our program, and trust you will feel free to call on us with any questions.

In order for your child to get the most from the Awana program, we offer the following suggestions:

1. Please bring your child to club on time. Sign in your child inside the entrance of the townhouse. Club starts promptly at 6:10 PM and ends at 8:00 PM.
2. Make sure your child wears his/her official AWANA uniform to club. Wearing the Awana Uniform promotes discipline and unity. In addition, the uniform provides a place to display awards and identifies the leader with the clubbers.
3. Make sure that your child brings his/her Bible. Also, help your child prepare for club each week by spending some time at home with him/her reading and reviewing handbook material.
4. Make sure your child brings his/her handbook to club.
5. Children are awarded points (Sparks and T&T) each club meeting for the following: wearing uniforms, bringing their Bible, bringing their handbook, Awana dues, bringing a first time visitor, special nights and attending Sunday school and attending service at a church somewhere. These points are accumulated for each week and a special prize is given to the team with the most points at the end of each club meeting.
6. At the end of the club meeting, we request parents and guardians to pick up their child in the church area specific to their group. Please be prompt.
7. Encourage your child. Achievement is "Hard Work!"

In this handbook you will find a list of rules and guidelines. These are intended to provide a safe learning environment for your child while he/she is here at WBF. These rules/guidelines are also established to assure your child is getting the most out of the Awana program. We ask that you read them thoroughly and make sure your child understands them. Please keep this copy. Thank you for your cooperation in this matter.

We are thankful that you allow our Awana Club the privilege of ministering to your child each week. We hope your child will enjoy the club this year and will continue to progress through all program levels. More importantly, we want each child to learn and gain more knowledge about Jesus Christ.

Sincerely,

Commander Joshua Schaaf

*Joshua Schaaf*

703-403-5727

Commander Amy Reid

*Amy Reid*

540-270-2595

# Awana History

Since 1950, Awana has grown from a one-church program into a ministry that includes more than 6,500 churches in the United States and another 1,300 in more than 80 countries worldwide. Local churches reach hundreds of thousands of young people every week by using the Awana program. The goal of Awana is to reach boys and girls with the gospel of Christ and to train them to serve him.

The word Awana stands for **Approved Workmen Are Not Ashamed!**

Awana is a fun and exciting way for children to learn Scripture and it works!

**Awana is founded on the Bible verse, “Be diligent to present yourself approved to God, a worker who does not need to be ashamed, rightly dividing the Word of truth.” II Timothy 2:15**

## Awana Clubs

**CUBBIES:** Age 3&4: for **Leaders Children Only**

Preschoolers along with Cubbie Bear learn basic truths about God, Jesus, Sin, and Salvation. Come join Cubbie Bear in this 2 year exciting club!

**SPARKS:** Kindergarten through 2nd grade

The children work with Sparky through 3 handbooks, Hang Glider, Wing Runner, and the Sky Stormer, handbooks. Sparks learn what Jesus has done for us in the past, present, and future, while learning about major people from the Bible and the truths they can teach us. Come join Sparky & Friends on their fun journey!

**T&T:** Boys & Girls 3rd through 6th grade

These energetic groups of kids work through a series of discoveries in the 2 Ultimate Adventure handbooks, and 2 Ultimate Challenge Handbooks. Truth & Training clubbers dig into God’s Word through, “Search Sites,” where they learn to navigate the Bible and find answers to questions in their handbook straight from the source, God’s Word! T&T is also the beginning of your clubbers path to their Citation award and potential college scholarships through Awana.

**JV TREK:** Middle school 7th & 8th grades

Our Trek handbooks incorporate 2 years of building on the memory verses they have memorized through Sparks and T&T as well as walk them through a systematic reading of the entire Bible. Trek clubbers also summarize each book of the New Testament they’ve read in their own words to submit to their leaders. Trek also spends the year in a guided in-depth look into a book of the Bible. Clubbers do not need previous experience to join Trek!

**JOURNEY 24/7:** High School 9th through 12th.

Awana expects a lot from our Varsity clubbers. Varsity studies 4 Bible based handbooks, one each year, plus 2-4 elective studies over 4 years. Varsity clubbers are also required to serve 3 months each year in ministry, and attend a Christian conference every year. At this stage of club, we are equipping new leaders in our churches to rise up and serve the Lord in their gifting. Journey gives them an opportunity to explore where God is leading them to serve! All High School students are welcome to join!

**Citation Award:** Clubbers who complete 10 Handbooks (T&T –Varsity), all service hours, and conferences, are eligible for a Citation Award and to apply for scholarships through Awana. See your commanders for more information!

# Club Meeting Schedule

<b>Sign-In:</b>	5:55-6:10 in Townhouse (ALL clubbers)
<b>Opening Ceremonies:</b>	6:10-6:30 in Sanctuary (Cubbies thru T&T only)
<b>Club Time:</b>	6:30-8:00
<b>Closing/Pick-Up:</b>	8:00 Promptly in Church Areas

## Awana Nightly Schedule

Our clubs move through the building as the evening progresses, alternating activities by age groups. The evening is comprised of three equal parts:

### Game Time

Running, jumping, pulling, cheering, etc. in team competition. Games are in the Fellowship Hall. Clubbers should wear long pants and must wear sneakers...***NO hard shoes, sandals, flip flops or bare feet.*** Clubbers **MUST** be in uniform to participate in game time. Game time is intended to teach the children good sportsmanship, to encourage cooperation, as well as to have fun!

### Handbook Time

Clubbers recite verses or sections from their AWANA books, students may receive two helps per scripture per section. When successfully accomplished, the leader signs off on those verses. Clubbers may be asked to explain the verse after reciting it. This promotes retention, memorization, and understanding. It is our goal that each child understands the implications of the verses they memorize. Points are awarded for each section completed. All sections from must be completed in chronological order.

### Council Time

This is a time of worship including testimony, prayer, Bible drills and Bible stories. Awards will also be presented during this time.

## Sign-In/Sign-Out

In order to ensure the safety and security of all children, please plan to sign in your child no earlier than 5:55 PM and pick-up your child no later than 8:00 PM. For the safety of your child, please no dropoffs.

Sign-In is counted as part of our point system and is required for children in Cubbies, Sparks, and T&T Clubs; JV and Varsity sign-in is required also, but not for points. Sign-in will be in the Town House for all clubbers. We ask that you please enter through the Town House front door only from Winchester Street. JV and Varsity sign-in through the first door on the right; all other clubbers please continue straight ahead when entering the church.

***The person responsible for the child*** must sign each clubber in and out of club. If your child needs to be picked up by someone other than yourself, please note it on the Sign In/Sign Out sheet and alert your child's Leader or Director.

# Club Cancellation

If Fauquier County Public Schools are closed due to inclement or bad weather, club will be cancelled for the evening. NOTE: Scheduled school holidays and teacher workdays do not cancel club, except for Christmas & Easter/Spring Break. If you are unsure, please check the church website: [www.wbfva.org/AWANA.html](http://www.wbfva.org/AWANA.html) for confirmation.

## Awana Club Guidelines

(Please read the below guidelines of the Awana club with your child)

1. You must respect, obey, and cooperate with your leaders and other staff members. Please respect their commitment by addressing them as Mr., Mrs., or Miss.
2. You must take part in the entire club program unless you brought a note from your parents or are excused by your club director.
3. No one is allowed to enter the main Sanctuary once the flag ceremony has begun, until it is completed. ***It is your responsibility to be here on time.***
4. You must walk to and in all rooms, except at game time when instructed by the game director.
5. You must respect others by keeping your hands to yourself and treating others as you would want to be treated. Do not bother property belonging to anyone else such as books, pencils, etc.
6. Rough play or foul language will not be tolerated by anyone and is grounds to be sent home.
7. You must remain in the church building at all times. If you need to leave early your club director must know when you leave.
8. You are to remain with your leaders at all times until your parents pick you up.
9. Dress modestly & appropriately. Wear your uniform and tennis shoes.

## Warning/Discipline System

We expect the Club Guidelines to be upheld and the rules to be followed for the good of the Clubber and for the good of the Club. We use a **four strike** system:

**If a Clubber is not following our Code or Rules**

**Strike 1: Leader warns the Clubber - *if misbehavior persists, in same night.***

**Strike 2: Director warns the Clubber - *if misbehavior persists, in same night.***

**Strike 3: Commander contacts Clubber's parents**

**Strike 4: Parent will be contacted to remove child from club the same night, and club suspension will take place for a time period as determined by Commanders.**

## What We Expect From Parents

- Always encourage your child. Children have much more fun when Mom and Dad show interest in their accomplishments.
- Help children to attend Awana every week and to arrive on time – consistency builds friendships, achievement, and self discipline.
- During the week, **help your child prepare at least two sections.** This will ensure they will complete

their handbook and will receive their special awards, plus they will qualify for other Awana activities.

- Attend all major events. Parents are always welcome and are encouraged to attend special events as a way of showing your support and approval for your child's accomplishments.
- Please review the above Awana Club Guidelines 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, some rules of behavior will be enforced.
- Please plan to pick up your clubbers promptly after club. Clubbers will not be permitted to leave the building without an adult to pick them up.
- If your child needs to be excused from participating in Game Time, please send a note to that effect to their leader, otherwise, they will be expected to participate with all other clubbers in all activities.

**\*Handbook Time is NOT the time for leaders to teach Clubbers their verses. We ask you, *the parent*, to do this at home\***

## Handbook Guidelines

- Sections must be passed in order except for Sparks green jewels.
- Discoveries & Challenges must be done in order. Silver & Gold level sections (T&T) may be done at any time.
- If you do not bring your handbook to the weekly club meetings, sections may not be passed or checked off by your club leader.
- To complete a handbook in one year, a child should have two to three sections ready to be completed when they arrive each week.
- Each child works at his / her own pace and will be guided and helped by a caring leader.

## Team Rewards & Clubber Shares

During game time, points will be awarded according to how each team placed in each of the games played. The team with the most points will be announced at the end of the game time each night. In addition to earning points, K-6th graders will earn AWANA shares for memory work, and for good character. Those shares are designed to be spent in the AWANA store.

## AWANA Store

The AWANA store will be open 4 times during the year, as a quarterly reward and incentive to the younger Clubbers, Cubbies through T&T. The Store features items the children may purchase with the AWANA shares they have earned through verse memorization.

# Team Competition

Teams will be assigned the first night of AWANA and may be changed periodically to ensure balance. A visitor may go with the clubber who brought him the first night, but may be put on another color team if needed upon returning.

AWANA recognizes a point/award system to encourage Clubbers in character development. The following points will be awarded each week and attributed to the Club members (Sparks and T&T ONLY) team; the winning team will be announced no later than the following meeting.

<b><u>Character Counts:</u></b>	<b><u>Points Awarded:</u></b>
Present by 6:00 p.m.	100
Dues payment	100
Handbook	200
Bible	200
Sunday School Attendance	200
In Uniform	200
Bring a Friend	500
Special Night	500
Sections Passed (per section)	300

## Special Awards

At the end of the year, awards are given to the clubbers who have completed books during the year, at a Closing Ceremony. The number of books completed, determines the award(s).

*AWANA books are matched to grade levels, those desiring to achieve cumulative awards may/must complete books from other levels. The AWANA Citation Award is comparable to an Eagle Scout award.*

**Sparky** —awarded to any second grader who has completed all **3** Sparks handbooks.

**Excellence Award**—awarded to any clubber that completes any **2** third—twelfth grade handbooks.

**Challenge Award** —awarded to any clubber that completes any **3** third—twelfth grade handbooks.

**Timothy Award**—awarded to any clubber that completes **4** third—twelfth grade handbooks.

**Meritorious Award**—awarded to any clubber that completes **6** third—twelfth grade handbooks.

**Citation Award**—awarded to any clubber that completes ALL **10** third—twelfth grade handbooks.

*College scholarships are self-funded and awarded annually for Clubbers that complete the AWANA Citation Award.*

# The Uniform

Every AWANA Club has a special uniform just for the club. ***Clubbers must earn the privilege to purchase and wear the uniform.*** This is done by successfully passing the Club Entrance Test, which is provided to your clubber the first time he attends a meeting. Some uniforms are in-stock, others will be ordered on an individual basis and should be available at the next club meeting.

***\*Clubbers (Sparks and T&T, in particular) must wear the complete uniform to each club meeting. If the clubber does not, they ARE NOT able to receive awards for that week. NOTE: this includes the wear of SNEAKERS for the night; without, ANY/ALL clubbers will not be allowed to participate in games (CAN NOT, for safety and health reasons...go without shoes or run in socks)!***

The uniform should be worn over or under any special items on dress-up nights, unless otherwise authorized by the Commanders. Earned awards will only be presented to clubbers ***in uniform.***

Uniforms come with our chartered numbers 7309 free of charge. If you need them, please ask your child's Director.

## Special Events

### Pizza Party

Twice a year we will have a Pizza Party for the Clubbers and Leaders. They usually fall the last meeting before Christmas Break and the very last meeting of the year. This is a fun time of food and fellowship that the Clubbers and Leaders enjoy. The cost is \$3 per clubber and includes a drink (water and/or punch). Parents are asked to make snack items such as brownies, cookies, etc. to provide as a dessert and to help set up and clean up for the party.

### Derby Day

Derby is an opportunity for Sparks & T&T clubbers to design & construct a pinewood derby car for competition... then race them! Hosted by the WBF AWANA club, it allows clubbers to go for the checkered flag, promising fun and fellowship. A materials fee is involved.

### Summer Camp

One of the privileges of AWANA membership is the opportunity to attend AWANA Scholarship Camp. To qualify the Clubber would need to have completed the Excellence Award and have been a member of the Club for two years. The camp is located in Mercersburg, PA. There is also a JV and a VARSITY —Trek & Journey 24/7 Camp. Applications become available the end of January or early February, through the AWANA website (<http://masondixoncamp.org/>) NOTE: Camps fill up *VERY* fast. *Apply early.*



# Awards Night

We will close the year with an Award ceremony night. This is where clubbers will get to shine! Please make sure that your child is present! Awards will not be mailed to clubbers who miss this evening, so please plan on attending.

## Final Note

Thank you for allowing your child to come to our AWANA clubs. We appreciate the opportunity you have given us to present the Gospel and love of Christ to your child and we hope to see you both at club each week, Lord willing. Your children are very important to us and more important to God. The Bible says, *“Train up a child in the way he should go, and when he is old, he will not depart from it.”* We take this command very seriously and strive weekly to be a club that your child will be excited to attend, and where you and your child will see the love of God taught and demonstrated. We encourage you to come to any of our meetings so that you may better understand the program, and how together we can make this a rich and rewarding experience for your children. If you have any questions, or if we can help you in any way, please let us know. We look forward to partnering with you to instill God’s love and grace in your children, and to hide God’s Word in their hearts.

**All leaders have submitted to and undergone background checks for security purposes as required by WBF.**

**Dear Clubbers (*Sparks and T&T ONLY*),**

**Thank you for taking time to read this CLUBBER’S Manual. When you and your parents have read it ALL, please sign your names on the lines provided below. When completed, please return to your check-in leader. You (CLUBBER) will receive 5 Awana Bucks for doing so!**

**I have read the entire manual:**

\_\_\_\_\_ Clubber’s signature

\_\_\_\_\_ Parent’s signature

***“Do your best to present yourself to God as one Approved, a Workman who does Not need to be Ashamed and correctly handles the word of truth.” II Timothy 2:15***

**WARRENTON BIBLE FELLOWSHIP**

www.wbfva.org