



APPROVED WORKMEN ARE NOT ASHAMED



For Boys & Girls

Ages 2 – Grade 6

Parent Handbook

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A Ministry Provided By:

Northshore Bible Church

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Welcome to Awana

We are glad that you have decided that Northshore Bible Church is a place where your child can grow in the Lord. We are sure that our Awana club will be a place of learning and excitement that will have a positive influence on your child.

The Awana program is divided into several age groups ranging from 2 years through 6th grade. A typical night is divided into three parts:

1. Small group (i.e., Handbook) Time
2. Game Time
3. Large group (i.e., Council) Time

Awana offers several opportunities for your child to grow spiritually through Scripture memorization and a 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. They will learn to win and lose with a proper attitude of fair play and sportsmanship.

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.

We would also appreciate your timeliness in dropping off and picking up your children. Club meets on Wednesday night at 6:15 and ends at 8:00. Please have your children at club between 6:00-6:10 pm in order for them to check in before opening ceremony. Children need to be picked up at 8:00 pm in their classroom or the Worship Center.

Again, we thank you for the opportunity to work with and minister to your child. We consider this a trust and serious responsibility that we do not take lightly.

Justin & Stephanie Fontenoy

Awana Ministry Directors

The History of Awana

Since 1950, Awana has grown from a one-church program into a ministry that includes more than 3.7 million children & youth, 470,000 volunteers, and 260 field workers. They all take part in Awana in over 47,000 churches around the world. 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 founders of Awana derived the Awana name from the first letters of “**A**pproved **W**orkmen **A**re **N**ot **A**shamed” as taken from 2 Timothy 2:15.

Awana works with churches from 100 different denominations.

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

Thank you for giving us the opportunity to acquaint you with the Awana ministry of Northshore Bible Church, and how it can benefit not only your child, but your entire family!

“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



What We Expect From Our Leaders

The following expectations are encouraged of our leaders, and may give you some insight into the type of leadership we strive for in our program.

Requirements:

- † A leader must have a personal relationship with Jesus Christ.
- † A leader must have a desire to work with and a compassion for children.
- † A leader must agree with the Awana Doctrinal Statement as found in the Training Manual.

Expectations:

- † We expect our leaders to be on time.
- † We expect our leaders to be examples.
- † We expect our leaders to follow the rules.
- † We expect our leaders to display a proper attitude before the clubbers and other leaders.
- † We expect our leaders to pray for our Club on a regular basis.
- † We expect our leaders to realize Awana is not just another *program*, but it is a *ministry* of the church, and a place of service to God.

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 (Club begins at 6:15 pm). Consistency builds friendships, achievement, and self-discipline.

Stay up to date in the handbooks according to the club director's instructions. This will ensure they will complete their handbook and receive their special awards, plus they will qualify for other Awana activities. It would be helpful to attach a note on the book they are working in mentioning the section(s) your child is prepared to complete.

Please review the discipline guidelines found later 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, have fun, and stay safe, some rules of behavior will be enforced.

Please plan to pick up clubbers promptly at 8:00 pm in your child's classroom or the Worship Center. Clubbers will not be permitted to leave the building without an adult or other authorized person coming in 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.

Game Time usually involves some sort of running, skipping, or hopping activity. **As such, proper foot attire, namely tennis shoes, is required.** Shoes that fall off (e.g., flip-flops), or heels, are too conducive to toe-related injuries.

Club Rules

1. The clubber must take part in the entire night's program unless they bring a note from their parent or guardian, or the Awana Ministry Director excuses them.
2. All clubbers need to wear tennis shoes and appropriate clothing (e.g., no dresses) for playing games.
3. No gum is allowed. Unless specifically part of club time, food and drinks should not be consumed during club time.
4. The clubber must remain on the church grounds at all times.
5. The clubber must cooperate and obey Awana staff and personnel, who are there to help them.
6. No running in the church except during game time on the game floor. Other groups may still be in session.
7. Please do not allow your child or guest to wear inappropriate or controversially designed t-shirts to club functions, **or bring electronic devices**. Distractions impact everyone.
8. All children learn and retain at different rates, and while external factors do influence that, your child should come prepared each week with at least one verse and/or section memorized and ready for Handbook Time. **It would be unfair to the other clubbers if the club was simply a drop-off child-care service.**
9. Due to the large number of clubbers, and for the security of your child, ALL clubbers must be picked up by an authorized adult no later than 8:15 at their classroom door or Worship Center.

Uniform Inspection Guidelines

Clubbers and leaders are expected to wear their Awana uniform to each club meeting. The goal of each Awana Club is to have 100% of its attendees in uniform. A properly worn uniform helps Awana clubbers and leaders earn respect and credibility. Wearing uniforms also helps with order and unity. Clubbers in Sparks and T&T earn points for wearing their uniform.

Handbook Guidelines

- With few exceptions, sections in the Sparks handbook **must be done in order**. Consult the handbook for details.
- Silver & Gold level sections (T&T) are extra credit and may be done later.
- If you do not bring your handbook to the weekly club meetings, sections may not be passed or checked off by your club leader.

Awana Awards

Each Awana Clubber has the opportunity to earn exciting awards. These awards can be worn on the uniform. The awards you will see listed below are only the basic ones, others are given for completing one or more years of handbook work. NOTE: Awards may only be given when a child is in uniform.

These awards should be displayed properly and worn proudly. They represent hard work, good achievement, and spiritual growth in the knowledge of God and His Word. We will encourage all young people to strive for their highest potential.

Sparks will work in their handbook at their own pace. However, Cubbies and T&T stay together and complete the same sections each week. It is important to follow the instructions of your Club Director in order to finish the handbook in 1 year.

With few exceptions, clubbers must pass sections in order.

Clubbers must pass an entire section during one session. They may not quote 1 verse, then look at the verse before saying another verse in the same section. That's really not memorization.

Discipline

In the event discipline is required, we have a procedure, called the “three count” rule, which will be used by all clubs.

If a child is disrespectful or is disruptive to the club, the following procedure will occur:

- ☹ A “1” count will be given for the first offense.
- ☹ A “2” count will be given for the second offense, and the child will be counseled by a leader outside the club room and then returned to club.
- ☹ A “3” count is given for the third offense, the parent or guardian will be called to pick up their child. If this occurs, there will need to be contact between parent(s) and the Commander before the next club meeting for the child to return to club.
- ☹ If a clubber continues to have behavioral problems, the Awana Ministry Directors will inform the parents that their child will not be allowed back into the program for the remainder of the club year.

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.



Puggles Club

Puggles is for 2 (or 3) year olds of volunteers.

Puggles is a foundational curriculum for young children that communicates biblical truth in a fun and age-appropriate way. The teaching for the Awana Puggles program is built around four precepts, or themes, found in Scripture. Each of the 32 lessons contain elements you can combine to best meet the needs of your group. The lesson elements include: activities, songs, crafts, puppet shows, lesson time, snack, and discipleship for parents to do at home.



Cubbies Club

Cubbies is for 3-4 year old boys and girls (must be 3 by Sept. 1st). We also ask that your child be toilet trained.

The Cubbies curriculum features two handbooks written in a fun, storybook style that appeals to preschoolers. The handbooks contain 24 Bear Hug sections along with six optional special-day sections. Each section combines basic Scripture memory, which is presented at an age-appropriate level, with parent-child activities to help a child grasp a simple biblical truth. Two extra-credit handbooks containing additional memory verses and character-building activities are also available.

New Cubbies are taken through an introductory brochure that gives parents and children a brief overview of the program and presents God's plan of salvation at a preschooler's level.





Sparks Club

Sparks is for kindergarten-2nd grade boys and girls. The aim of the curriculum is to take youngsters a step deeper into God's Word while giving unsaved boys and girls regular opportunities to hear the gospel and come to have faith in Jesus Christ.



Sparks curriculum is comprised of **three handbooks**. Each handbook communicates spiritual truths through (68) memory verse drills, crafts, activities and review of key doctrine, Bible facts and verses.

The theme of the first handbook is “Jesus in the past.” The second book's theme is “Jesus in the present.” The theme of the third book is “Jesus in the future.”

Before working in a handbook, newcomers to Sparks complete an entrance booklet, **Flight 3:16**, that introduces them to the program and begins teaching them basic Bible truths.



Truth & Training Club

T&T is the club for 3rd-6th grade boys and girls. Here is some information that may help you with the T&T Club:

- Each Clubber begins in the appropriate Start Zone booklet.
- There are 4 handbooks that are used by T&T: *Mission – Grace in Action*, *Mission – Evidence of Grace*, *Mission – Agents of Grace*, and *Mission – Discovery of Grace*. All T&T Clubbers work in the same handbook and complete 1 lesson a week unless otherwise directed by our T&T Director. This year we will be working in *Mission – Agents of Grace*.
- The Silver and Gold sections are **not** required for book completion, but can be done for extra credit.
- Most clubbers can complete one handbook each club year. All it takes is 5 minutes per day!



Other Information

- Club Attendance – Clubbers can only have one unexcused absence and one excused absence per quarter (see calendar for quarters) in order to receive the club attendance award. (Sickness, family vacations, weather, and other circumstances outside a clubber's control are considered excused absences).
- Clubbers must pass sections with no more than 2 helps. A help equals three words or less, or any other hint such as body movements or gestures. Clubbers are encouraged to pass sections flawlessly. Clubbers must pass an entire section during one session. **They cannot quote 1 verse, and then look at the book before saying another verse in the same section.**
- Your child has brought home an entrance booklet, which is the first step in Awana achievement. We sincerely hope you will help your child complete this booklet in the next two weeks. After completing the entrance booklet, your child is eligible to earn more awards as a member of his/her Awana club, and can then wear his/her uniform.
- Circumstances notwithstanding, it really does not do your child much good to start memorizing a verse on the night of club. Instead of Awana being just a rote memorization program, we encourage each clubber to recite the verse(s) multiple times per week, thus committing them to long-term memory.
- If possible, please have your child go to the bathroom and get a drink before club starts. This time can really add up and it affects the **entire** class.

Awards Night

Your children work hard all throughout the club year doing handbook activities and memorizing verses from their Bible. As they progress through their handbooks, they earn stickers, badges, jewels, patches, seals, crowns, etc. to be worn on their uniform. When they complete an entire handbook, however, they earn “book” awards. Some clubbers will also qualify for attendance awards.

We set aside a special night for this at the end of the year (see calendar for the date). During this night, each teacher announces their clubbers and gives each their respective award(s). The clubbers really enjoy receiving their awards in front of their peers and especially in front of their parents.



Cost for Awana

\$35 – Registration Fee (includes 1 handbook and awards)

\$15 – Uniform Fee (required for anyone entering a new club, including 5th graders because 5th & 6th graders wear a different uniform than the 3rd & 4th graders).

Note:

Uniforms and books cannot be given out or ordered unless payment is made ahead of time.

While it is our desire to help defray the cost of the program materials, we do not wish to make this a hardship for our clubbers or their parents. Please contact the Ministry Director if you have any questions or need help with these purchases.

Awana Theme Song

(Words by Clarence W. Jones and Herbert Booth)

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

Pledges

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.

To the Parents

We hope you have read this entire handbook as it pertains to the NBC Awana Club. This is the best way to make sure you have complete information regarding this ministry. Should you have any questions which are not addressed in this handbook, please feel free to contact your child's leader or any member of the leadership team at any time. We also encourage you to talk with us about any special concerns, joys, or blessings that you have.

It is our desire to minister to the entire family, not just your child(ren). If you are not attending another church, we cheerfully invite you to join us here at Northshore Bible Church.

Our service times are:

Sunday

9:00 am Bible Study

10:00 am Morning Worship Service

Wednesday

6:15 pm Awana Clubs

Nursery provided for all worship services and Wednesday night activities.

Awana Leadership Team

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