



Parent Handbook

Wednesdays, 6-7:30pm
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Evangelical Free Church
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Children's and Youth Ministry

Dear Parents/Guardians,

Welcome to Awana! We look forward to another year of fun, learning, and growing in Christ at Appleton Community Evangelical Free Church! It is a privilege to work together with you in the spiritual, mental, and social training of your child. We hope that you find this information helpful in supporting your child this year.

Drop off: Clubbers may not check-in or be dropped off prior to 5:50. This ensures that there is proper supervision. If you arrive early, please stay with your child until check-in begins. Sparks and T&T clubbers will check in at the front entryway with their club secretary and then head to their club room. Cubbies will check in at the Sprouts counter. Parents will initial the check-in and check-out sheet each night.

Pick up: Club ends at 7:30pm, but parents are welcome in the sanctuary at 7:25 for the closing ceremony and help setting up chairs. Parents **MUST** pick up children from the sanctuary and then exit out the side door. Cubbies will be picked up directly from their classroom.

Snacks/Treats: Snacks/treats will be offered to Cubbies and Puggles in their classroom. Please be certain to let us know of any food allergies. Snacks/treats for Sparks and T&T clubbers will be located outside of the side door of the sanctuary at the end of club. Parents can use their discretion when exiting as to if the snack/treat is appropriate for their child. We will have some alternative, allergy-friendly options if requested. Most of our snacks/treats will be provided by families and church members "HoSTing."

HoST: Hospitality Service Team: We ask each non-leader family to sign up for a minimum of 1 night to serve as a HoST. HoSTs will provide snacks/treats for clubbers as well as assist where needed each night. A HoST sign-up will be emailed out at the beginning of the year.

Incentives: Throughout the year we will offer incentives to our clubbers. These incentives are based on participation and behavior. Sparks and T&T clubbers will earn points each week for attendance, having their Bible, having their handbook, wearing their uniform, and completing sections in their handbook. Additional points may be awarded for extra credit sections and positive behavior. These points will be used for incentives within the club.

Weather Cancellations: In the event of inclement weather, should we feel it necessary to cancel club, we will try to notify families through our Facebook page and email by 4pm. We will also notify the church secretary if you prefer to call. It is always up to the discretion of the parents/guardians to make a decision on whether you feel comfortable traveling in inclement weather.

Handbooks: Each child will receive a handbook to use throughout the year. To get the most out of our Awana program, we encourage parents/guardians to take an active part in working with their child in their handbooks each week. Below you will find more information about each of the clubs and how the handbooks are used. We pray these handbooks can be a tool to help you lead your child to Know, Love, and Serve Jesus Christ.

NEW! Puggles: Puggles is an Awana program the year before Cubbies (older 2's and younger 3's). The Puggles curriculum is hands-on! Children will learn Biblical truths through Bible lessons, songs, verse memorization, games, and crafts. Children of this age CAN learn! Toddlers love having their very own Awana club just like their older siblings. Lessons teach and reinforce four basic biblical precepts: God Made Everything; God Saw That It Was Good; God is Love; Give Thanks. This club is only available to the children of those leaders who are serving. Contact us for more information.

Cubbies: The Cubbies club is for children ages 3 and 4. Children in Cubbies wear a blue vest and earn apple patches for their achievement in the handbooks. Here is some information to help you understand the Cubbies Program.

Apple Acres Entrance Book: When starting the Cubbies Club, children will be given the Apple Acres Entrance Booklet. This booklet sets the groundwork for the AWANA Cubbies Program. It contains Bear Hug A and B sections (the Cubbies key verse and motto), fun activity pages, a clear gospel presentation and basic information about the program for parents. Once children complete their entrance booklet, they get their blue uniform vest and their first Green Apple emblem! Parents/guardians need to sign each section on the entrance booklet to indicate their child has worked on those sections prior to club.

Handbooks: Cubbies club has two handbooks, called Appleseed and HoneyComb. These handbooks rotate each year. Children will have their own handbooks and will follow the pacing of the group. Please see our schedule to know which sections your child's Cubbie leaders will be working on in club each week. At the end of the AWANA year, book awards are given for the completion of the books. Children will learn the most from their handbooks if parents go over the lessons and review the verses at home, which is why parents need to sign each section. We encourage you to read the Bible stories with your children and share excitement for each verse that they learn and say to you at home. Look at their books, encourage them as they memorize the verses, and let them practice in the car as you are riding along. Ask your child what the verse means. Our goal is to have our clubbers memorize, know what it means, and live it out.

Cubbies Uniform: As Cubbies complete sections in each handbook, they earn red and green apple patches that are ironed or sewn on their vest. When working in the AppleSeed handbook, apple patches will be placed on the "A" and when working in the HoneyComb book the apples are placed on the "C". Patches will be sent home on the club nights in which the clubber earns them and are to be sewn or ironed on by a parent/guardian. The book emblem patches should be placed on left side of the vest, above the "C." See the picture below for reference.



Sparks: The Sparks club is for children in the kindergarten through 2nd grade. Children in Sparks wear a red vest and earn awards for their achievement in the handbooks. The awards are worn on the red vest. Handbooks include Bible memorization and other Bible centered activities. Here is some information to help you understand the program.

Flight 3:16 Entrance Book: When starting the Sparks Club, children in K-2 nd grade will be given the Flight 3:16 Entrance Booklet. This booklet helps clubbers learn the Sparks Motto, Sparks Key Verse, the AWANA Pledge, etc. Upon completion of this booklet, the clubber receives their vest and handbook. To complete this entrance book, clubbers must recite John 3:16 and come to club 2 times. Parents/guardians should initial each section on the entrance booklet to indicate their child has worked on the those sections prior to club.

Handbooks: Each child will work in their own handbook, at their own pace. When Sparks are reciting verses, they are required to say the reference (ex: John 3:16) as well as the verse. Because we want to see children grow in faith and understanding by memorizing verses, we recommend no more than 4 sections a week be completed. Parents are asked to initial the verse tracker at the front of the book to indicate that the child worked on a particular section that week. However, it will be up to the discretion of the Sparks leaders how many sections will be signed off on per week based on how well your child can recite it as well as how much time is available. At the end of the AWANA year, book awards are given for the completion of the books. Children will learn the most from their handbooks if parents go over the lessons and review the verses at home, which is why we ask that parents initial the verse tracker in the front of the handbooks. We encourage you to read the Bible lessons with your children and share excitement for each verse that they learn and say to you at home. Look at their books, encourage them as they memorize the verses, and let them practice in the car as you are riding along. Ask your child what the verse means. Our goal is to have our clubbers memorize, know what it means, and live it out.

SPARKS Uniform: As Sparks complete sections in each handbook, they earn patches that are ironed or sewn on their vest. They also earn different colored jewels that are attached to a flight pin that is worn on their vest. The awards earned are issued during club time. Awards will only be issued if the clubber has on their Sparks vest. This keeps the jewels from getting lost since they are small and are meant to be attached to the vest. If a child forgets their vest, the awards will be kept till the next week. See the picture below for placement reference.



UPDATED! T&T: The T&T club is for children in the third through sixth grade. Children in T&T have 2 different uniforms and earn awards for their achievement in their handbooks. The awards are worn on their jersey-style uniform. Handbooks include Bible memorization and other Bible centered activities. Here is some information to help you better understand the program.

Start Zone Entrance Books: When starting T&T Club, children in 3rd-6th grade will be given a Start Zone Entrance Booklet. This booklet introduces the Gospel and basic Bible Concepts. Once the Start Zone Entrance booklet is complete, T&T clubbers can receive their uniform.

Handbooks: Essentially, T&T is like two clubs in one, as it is split between Ultimate Adventure and Ultimate Challenge.

NEW! Ultimate Adventure (Grades 3 and 4): Upon completion of one of the Start Zone, clubbers will begin working on their handbooks. All children in T&T Ultimate Adventure will be working on the same handbook, at the same pace. The handbooks are designed in a Bible study format and each week clubbers will complete 1 section (occasionally 2- see the calendar for the schedule). Both the large group and the small group time will be focused on the section of the week, and the small group time will give clubbers an opportunity to discuss what they have learned. This will allow students to gain a deeper understanding of what they are learning. There are also extra credit Silver and Gold sections that can be completed each week. Children will learn the most from their handbooks if parents go over the lessons and review the verses at home, which is why we recommend that parents initial each section in the handbooks. Clubbers will receive an extra participation point for having a parent initial their section. We encourage you take an active role in your clubbers experience! Look at their books, encourage them as they memorize the verses, and let them practice in the car as you are riding along. Ask your child what the verse means. Our goal is to have our clubbers memorize, know what it means, and live it out. At the end of the AWANA year, book awards are given for the completion of the books.

Ultimate Challenge: (Grades 5 and 6): There are 2 Ultimate Challenge books. Upon completion of one of the Start Zone, clubbers will be placed in the appropriate T&T handbook. When T&T clubbers are reciting verses, they are required to say the reference (ex: John 3:16) as well as the verse. The leader can give them two helps during the reciting of the verse. If he/she requires more than two helps, then they will be asked to work on the verse some more. At the end of the AWANA year, book awards are given for the completion of the books. Children will learn the most from their handbooks if parents go over the lessons and review the verses at home, which is why we recommend that parents initial each section in the handbooks. Clubbers will get an extra participation point for having a parent initial each week. Because we want to see children grow in faith and understanding by memorizing verses, we recommend no more than 4 sections per week be completed. It will be up to the discretion of the T&T leaders how many sections will be signed off on per week, based on how well your child can recite the memory verse, as well as how much time is available. We encourage you take an active role in your clubbers experience. Look at their books, encourage them as they memorize the verses, and let them practice in the car as you are

riding along. Ask your child what the verse means. Our goal is to have our clubbers memorize, know what it means, and live it out.

T&T Uniforms:

Ultimate Adventure: T&T Ultimate Adventure clubbers wear a green, jersey-style shirt. As they complete sections in their handbook, they earn Discovery Emblem patches that are ironed or sewn on their shirt. Clubbers can choose the color and location of their patches. See more information in the handbook.

Ultimate Challenge: T&T Ultimate Challenge clubbers wear a blue, jersey-style shirt. As they complete sections in their handbook, they earn patches to place on the white portion of their shirts. Clubbers may choose which of the 16 emblems and place them anywhere they desire on the white part of their jersey uniform. See more information in the handbook.



Bring a Friend! Awana's mission is to reach boys and girls with the Gospel, which is why the handbooks include sections that encourage children to bring friends. We know that this is not always a feasible option, so here are some club approved alternatives:

- Ask friends that you have invited, but are unable to come, to sign their name on a paper. Tape this paper into your handbook on the Bring A Friend section. (3 friends for Sparks, 5 friends for T&T)
- Make Awana Invitations for friends. Bring them to Awana for your leader to see, then mail or hand deliver them.
- Bring friends to church on Sunday or another program at church. Have your parent put a note in your handbook stating the event name and date.
- Wear your uniform to school and explain Awana to anyone who asks about it. Have your parent or teacher sign a note stating the day you wore your uniform.
- Write a letter to a friend explaining what Awana is. Give a sample salvation message and in invitation to Awana. Bring the letter, with a stamped envelope so your leader can read it and then mail it to your friend.
- Do an outreach project such as going to a nursing home to visit or sending cards to the residents.
- Memorize extra verses (ask your leader about this)
- Hand out Awana flyers or flyers for a special night. Parents can write a note in your handbook stating what you did.

Thank you for allowing your child to participate in Awana! This is going to be a great year full of fun, fellowship, and learning more and more about God. Please read this handbook and sign and return this page or have your clubber bring it to check-in. Thank you!

I _____ have read this Parent/Clubber manual and am looking forward to working with my child and having a great Awana year!

Parent Signature: _____

Child(ren)

Name(s): _____

Date: _____