

Calvary Bible Church

AWANA Parent Handbook



2019 - 2020

Dear Parents/ Guardians,

We are glad to have your child attend our AWANA Club on Wednesday nights. This will be our 37th year of the AWANA club for Calvary Bible church! If you have children between the ages of 3 and grade 6, they would be welcome to join us!

Our church's website is www.calvarybiblechurch.ca. We will use this site to post any upcoming events and any cancellations due to bad weather! We are now on Facebook as well as Calvary Bible Church, you can LIKE us to get relevant updates.

Our **AWANA Clubs** are:



Ages 3 and 4 (must be three by Dec.31)



Kindergarten to Grade 2



Grade 3 to 6

All clubs meet weekly on Wednesday evenings, **6:20 to 8:00 p.m.** Our AWANA Club is one of more than 40,000 AWANA Clubs, which operate in 104 countries around the world. The International Headquarters is in Streamwood, Illinois. These community clubs are open to all youth and have children attending from many different faiths and churches. AWANA clubs have been running for over 60 years. While your child is not required to attend the activities of our church, all our church services and opportunities are available to your family.

An AWANA club meeting consists of three parts: fun and exciting games, small group time (work with leader in handbook) and a large group segment (bible story, singing, etc.) We have trained adults who are involved in our four clubs. In order to be a leader in AWANA they must complete the training from their club's role book and submit a Police and VSC (vulnerable sector check). Our leaders are all born again Christians in good standing in an evangelical church and in good standing in the community.

Our church has been working on new policies to protect the children that come to our clubs, as well as our workers. We are working with an organization called "Plan to Protect" and now have strict guidelines for anyone working in our children's programs.

We want to make sure you understand that these policies are for the protection of the children coming and are not to discourage anyone from being welcome in our church.

We are asking that parents/guardians come in and just drop off your child/children, as only ministry workers whom have undergone security clearances are allowed in the building during club time. If your child is receiving an award and you would like to be present, this will be done during the flag ceremony at the start of the evening, which you are welcome to attend. **The doors will then be locked at 6:45pm and will be reopened at 7:50pm, in time for pickup at 8:00pm.** This is the only way we can monitor who is in the church during club time.

Any Cubbie (3&4 yr old) and Spark (SK to GR2)) will have to be picked up by a parent or authorized adult who is documented on the registration form. We will be dismissing the T&T (GR3 to GR6) at 8:00pm for pick up. If you are planning to pick up your child early, please let their secretary know.

We will also be having special evenings throughout the club year where parents will be invited. We thank you for your cooperation as we care for your child during our Awana program.

If you do not have a church home, we would like to invite you to visit our church. Sunday School meets at 10:00 a.m. with classes for all ages. The worship service is at 11:00 a.m. (10:00 a.m. in the summer months). Our Sunday evening service is at 7:00 pm (6:30 pm in the summer months) We also have a Youth Group for teenagers and Mom's Life group which is a bible study for mothers of preschoolers on Friday mornings 9:30 – 11:00 (free child care is provided).

We invite you to come as a visitor and leave as a friend!

Building lives together,
The AWANA Staff

General Information

The first night of AWANA for this year will be on September 11th. This will be a fun night for everyone with a registration table set up so parents will fill out registration forms and then join their children in other activities. Our regular club night will start on September 18th

NOTE: There will be NO Awana from Dec 18, Dec 25, Jan 3 or on Mar 18

Sept 11	Awana Registration		Dec 4		Feb 26	
Sept 18			Dec 11		Mar 4	
Sept 25			Dec 18	Christmas Break	Mar 11	
Oct 2			Dec 25	Christmas Break	Mar 18	March Break
Oct 19			Jan 1	Christmas Break	Mar 25	
Oct 18			Jan 8		Apr 1	
Oct 23			Jan 15		Apr 8	
Nov 30			Jan 22		Apr 15	
Nov 6			Jan 29		Apr 22	
Nov 13			Feb 5		Apr 29	Last Awana
Nov 20			Feb 12			
Nov 27			Feb 19			

- Club hours are from 6:20pm to 8:00pm sharp every Wednesday. Please DO NOT bring your child to the church before 6:15pm as the doors will be locked until then. We also ask that you be punctual in picking up your child.

- Club communication is primarily done via email so it is very important that the registration form is filled out. Club cancelations due to weather etc. will be posted to the church web site and the church Facebook pages. www.calvarybiblechurch.ca

Costs

Each clubber should bring **1 dollar** weekly to help with the cost of awards, treats, etc. If you would like to pay at the start of the year and not have to bother looking for change each week, the cost would be **\$25.00** for the year.

Besides the weekly dues, the only other costs will be the uniform and handbook. Below is the pricing for this club year:

CLUB	HANDBOOK	HANDBOOK PRICE	UNIFORM PRICE	YEARS WORN
Cubbies	Appleseed Handbook/CD	\$ 12.00	\$ 15.00	2
	HoneyComb Handbook/CD	\$ 12.00		
	Badge Magic sheet for attaching awards without sewing	\$3.00 per sheet		
Sparks	Hang Glider	\$ 10.00	\$ 15.00	3
	Wing Runner	\$ 10.00		
	Sky Stormer Handbook/CD	\$ 10.00		
	Badge Magic sheet for attaching awards without sewing	\$3.00 per sheet		
Truth & Training	Discovery of Grace handbook	\$ 11.00	\$ 19.00 Green or Blue	2
	Badge Magic sheet for attaching awards without sewing	\$3.00 per sheet		

There are a variety of items available from AWANA for each club (including all memory verses set to music) which you may purchase for gifts etc., see Commander for catalogue if interested or visit the AWANA website at www.awanacanada.ca

AWANA awards can be earned for handbook achievements, regular AWANA attendance and regular Sunday school attendance.

Handbook awards - Clubbers start their club in the entrance booklet. This is given at no cost to them the night they arrive. If lost, the next copy will cost the clubber 50 cents. This booklet must be passed in order with the exception of the attendance section. When the entrance booklet is completed, they are eligible to purchase their handbook and uniform. From there on, all awards earned will be of no charge to them. We are giving the clubbers a club bag when they have finished their entrance booklet as a bonus, if they want one.

We work on a first book method in our clubs. (Cubbies and T&T work together as a group on their handbooks). This means that no matter what age a child is when entering a club, they will work in the first handbook of that club before they can go into the second or third etc. Clubbers must work through their book in order from front to back. Parental encouragement and help will greatly enhance a clubber's prospects for keeping the required pace for finishing a handbook in the year. After finishing a handbook, the clubber receives their ribbon or plaque. They will also receive an award to put on their uniform after completing each activity, jewel, discovery, or challenge, whichever the case may be. The handbook for this year in Cubbies is Apple Seed, and for T&T the handbook is Discovery of Grace.

Attendance awards - Regular club attendance, having no more than 1 unexcused absence per quarter is required to receive the AWANA Attendance Award. Illness, family emergency and being out of town shall be counted as excused absences if documented by a parent.

Quarters are as follows: (Sparks – T&T – Trek)

First Quarter ~ September 25 to Oct 30 (Sept 11& 18 are not counted)

Second Quarter ~ November 6 to January 15 (Dec 11, 18, 25 and Jan 1 are not counted)

Third Quarter ~ January 22 to February 26

Fourth Quarter ~ March 4 to April 22 (Mar 18 and Apr 19 are not counted)

The Cubbies year is divided into two halves with no more than 2 unexcused absences per half.

First Half ~ Sept. 25 to Jan. 15

Second Half ~ Jan. 22] to April 22

Sunday School attendance awards- Regular Sunday School attendance having no more than 2 unexcused absences per half, is required to receive the Sunday School Attendance Award. A sheet with the weeks required to attend will be stapled into the front of the clubber's handbook or entrance booklet. Parents please sign this sheet each week if your child attended Sunday School or Church.

Attendance periods are as follows:

First ~ Sept. 22 to Jan 13 (excluding Dec 8, 15, 22, 28 and Jan 5)

Second ~ Jan. 26 to April 19 (excluding Mar 15)

AWANA RULES

1. In games time, running shoes or soft-soled shoes must be worn.
NO SHOES ~ NO GAMES !!!
2. The church doors are locked until 6:15 pm. Please don't drop children off before this!
3. No foul language or gestures will be tolerated before, during or after club.
4. Good behavior is expected. Clubbers will obey our Three Count and our Five Count systems. (Explained on next page)
5. Due to your child's safety, we will not allow the younger children to leave their room after club until their parents come in for them or someone else with a signed note from the parent giving permission.
6. Clubbers must stay in their own club during the night, whether they participate in the activity or not.
7. When clubbers come into the church, they will hang up their coats and go directly into their secretaries to register. They will then be allowed upstairs in the main sanctuary for videos where they will stay until bell rings for the club to start. There is to be no running around in the church before club.
8. We need **all** clubbers to fill out the registration forms. The emergency phone # is very important in case of injury, etc.

Three Count System

This is used on individual clubbers. The misbehaving clubber is pointed out and given a 1 count by the leader in charge. If the 1 count is repeated three times during the evening, disciplinary action will be taken. (time out) When the third offence necessitates a 3 count, the offending clubber will be taken home by the Club Director. The parents will be told why the discipline was given and that their child is welcome to come back to club if their conduct meets the club standards.

Five Count System

This is used on an entire group. When a leader in charge feels that the clubbers are getting too noisy or wants their attention, then the Five-count system is used. The leader will count to five, and on five, absolute silence should reign!

Contacts

If you have any questions, please call:

Calvary Bible Church @ 613-283-6474 (leave a message)

Pastor Greg Gaensler @ 613-283-6474

Commander – Lynda Bourne @ 613-283-0030

Cubbies (ages 3 & 4) – Amy Loewen @ 613-284-0825

Sparks (SK – grade 2) – Cheryl Shepherd @ 613-205-0680

Truth & Training (grade 3,4,5 & 6) – Julia Dunning 613-269-4549