



Parent Handbook

Calvary Chapel of Sacramento
6750 Florin Perkins Road, CA 95828

Awana meets on Wednesdays
Throughout the school year
Following the Sac Unified School calendar 6:30pm-8:30pm

Parents,

Thank you for allowing your child to come to Awana! We trust that he/she will have a great time, and will want to keep coming regularly all year!

The Bible says, "Train up a child in the way he should go, and when he is old he will not depart from it." (Proverbs 22:6)

- ✓ Realizing that today's children are confronted with more difficult decisions than ever before, Awana's Bible-based program seeks to establish them on firm Biblical foundations which will provide direction for their daily lives.
- ✓ *Each clubber is very special to us and to God.*
- ✓ Awana presents an opportunity for your child to establish and grow in his/her relationship with God, and to build relationships with others.
- ✓ Clubs are open to all children regardless of faith or church affiliation.
- ✓ Since 1950, AWANA has grown from a one-church program into a ministry that includes more than 27,000 churches in the U.S. and internationally. 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.
- ✓ **AWANA** stands for **A**pproved **W**orkmen **A**re **N**ot **A**shamed, from 2 Timothy 2:15.
- ✓ "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

Sincerely,

Moorea Richardson

Commander Awana Calvary Chapel Sacramento

AWANA Check-In Procedures for Wednesday Nights

DROP-OFF begins at 6:20pm

- ✓ Check in at the secretaries' table in the main sanctuary.
- ✓ There are separate check in sheets for each club (Cubbies, Sparks, T&T).
- ✓ The sign in sheet keeps track of uniform, club and church attendance for awards!
- ✓ All children **MUST BE ACCOMPANIED** by a parent or responsible adult.
- ✓ **After checking in escort your child to the Pre-Club area in the sanctuary**
- ✓ please stay in the sanctuary with your child until club starts at 6:30pm

PICK-UP at 8:30

- ✓ Please go to the secretary table to sign out your child.
- ✓ All the children will be in the main sanctuary in their row and will not be released until a parent signs them out.
- ✓ Great opportunity to talk to your child's leader at this time!

How Parents Can Help Us

- ✓ Come to AWANA every week and try to arrive on time.
- ✓ During the week, help your child prepare
- ✓ Please review the discipline guidelines in this handbook with your child.

What are clubbers responsible to bring/wear each week?

- ✓ Awana Handbook
- ✓ Awana Uniform
- ✓ Athletic shoes for running
- ✓ Bible

Note: Your child should not bring other items with them that haven't been pre-approved by their Leader (for example: special theme nights.) However, if your child does bring something which does not pertain to Awana with them and a Leader sees it, your child will be asked to put it away and keep it out of sight. If a Leader sees the item again, the Leader will confiscate the item and turn it in to the Awana Secretary or Commander and the child will have to see one of them at the end of the evening in order to retrieve it.

AWANA Code of Conduct :

- ✓ I will respect my leaders
- ✓ I will respect other clubbers
- ✓ I will use words to communicate with others
- ✓ Keep my hands to myself

Attendance Policy

- ✓ Attendance is an important part of all Awana Clubs because Kids can't make it through their books very easily if they are not able to be signed off weekly.
- ✓ **Sparks Weekly Club Attendance** - Clubbers will receive one Club Attendance Award each quarter for having good attendance. **Children may have 1 excused absence each quarter and still receive the perfect attendance award.**
- ✓ **Sparks Church Attendance** - Clubbers will receive one Attendance Award each semester by attending Sunday School each week, meaning the clubber goes to a worship service or Sunday School, morning or evening, in any church. **Clubbers are allowed 2 unexcused absences per semester to earn this award.**

Call Sharon Velden, at 916-501-0223 to advise if your child will be absent.

Dress Code

- ✓ Awana uniform and athletic shoes must be worn
- ✓ Children should come dressed in comfortable and tasteful clothing ready to participate in running games. Activities may be difficult to participate in while wearing skirts, heels, flip-flops, sandals, dress shoes, etc.
- ✓ Awana uniforms should be kept neat and clean and all awards worn and displayed correctly.

Health Policy

As we all know, sicknesses affect not only the individual child, but also the other children who are exposed to an ill child and subsequently, the family and friends of those children. In order to keep illnesses from spreading, our established policy for health among Awana clubbers is as follows:

- ✓ **If your child has had any of the following symptoms after Tuesday at 6:30pm, your child should not attend Awana—**
- ✓ *Fever (100 degrees or higher) within the last 24 hours
- ✓ *Vomiting within the last 24 hours
- ✓ *Diarrhea within the last 24 hours
- ✓ Runny nose if accompanied by other symptoms and/or colored discharge
- ✓ Bad cough (since coughing increases the chance of infection being spread)
- ✓ Rash that is suspected to be contagious

Allergies & Food Restrictions

Snacks/ candy or cake may be given. **If your child has a food allergy or food restriction, please let us know on your registration form or let a director know as soon as possible so we can get them a special allergy bracelet to wear.**

- ✓ If possible, please send a snack with them if they are allergic to a large food group, other than nuts which we will not be serving, so they won't be left out.
- ✓ You can also leave dry goods in the Awana supplies for your child labeled with his/her name so it will last several weeks before more snack needs to be brought. Please check in these snacks with the Awana Secretary.

Working through the club handbook

- ✓ Each clubber will have a handbook to work in. With the exception of Sparks, clubbers work at the same pace to complete the book. Clubbers are encouraged to complete one handbook a year. Leaders work in small groups with the clubbers to listen as they recite their sections.
- ✓ No matter what age your children are, they will need help with their Bible memorization.
- ✓ Parental involvement in helping Clubbers learn their verses at home is essential in passing sections during Handbook time. Encourage your child to work on their books a bit each night during the week, so they can come prepared for club night. As you know, cramming in the car on the way to church may produce a verse in the short term, but usually won't be retained for the long term. The handbooks are also great tool for family Bible memorization. If you are able to, helping them understand the verse in context or having a discussion of what the verse means will help them pass their sections more quickly, as their leader will not have to take the time to explain verses to each child.

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.
- ✓ Children are allowed to complete more than one section per club night if they are able.
- ✓ A leader should not sign the handbook of his/her relative.
- ✓ Parents should not sign their child's handbook sections at home. Only trained AWANA leaders may sign off sections.
- ✓ Clubbers must complete all handbook requirements to earn the book award. Many of the handbooks have a "Bring a Friend" requirement. There are 5 options if your child is not able to bring a friend, talk to your child's club leader.

Memorization Tips

- ✓ The average child will be adequately prepared for the weekly Awana Club meeting if he/she spends 10 minutes a day in the club handbook. Help your child develop the 10 minute-a-day habit early in the club year.
- ✓ Make sure the clubber understands or knows how to pronounce all the words. Use the explanation provided in the handbook for certain words.
- ✓ Repeat the material with the clubber over and over again.
- ✓ Break up the material into increments of a few words or phrases. Say words and phrases and ask the clubber to repeat after you. Through repetition, the clubber should memorize material. Make a song out of the scripture.
- ✓ Write the material on a chalkboard or paper. Ask the clubber to read it aloud. Erase or cover up a few words and ask the clubber to try reading the material again. Keep erasing or covering up words until the entire verse is erased or covered and clubber has memorized it.
- ✓ Write words or phrases of verses on 3x5 cards. Shuffle the cards and ask the clubber to arrange them in order.
- ✓ Say the verse into a tape recorder. Listen to the verse over and over/or say the verse into the recorder and play it back to check accuracy.

Club Awards

- ✓ All clubbers who progress in their handbooks will receive awards throughout the year, to be displayed on their uniforms.
- ✓ When a clubber completes a handbook, they are eligible to receive the handbook completion award at the Closing Ceremony at the end of the club year.
- ✓ All clubbers present at the ceremony will be recognized and 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 Closing Ceremony.
- ✓ Please notify the Awana Secretary, Sharon Velden, if your child has participated in an Awana club elsewhere and has received awards.

Please help pace your child during the club year to avoid cramming memorization at the end of the club year. The goal is to encourage true Christian discipleship! Encourage your children to develop good habits of spending time in God's Word daily.

COLLEGE SCHOLARSHIPS!!!!

Your child could earn college scholarships to over 40 Bible colleges by completing the ten books from 3rd grade through 12th grade (Citation Award Winner). Some colleges even give partial scholarships for Timothy (4 Books) and Meritorious (6 Books) Award Winners. Check <http://awana.org/youthministries/aym-colleges,default.pg.html> for specific information on participating schools.

Awana Bucks

- ✓ Clubbers have opportunities to earn Awana Bucks by participating in theme nights & memorization of verse
- ✓ The clubbers will be given a baggie for the Awana Bucks they earn for safe keeping. It will be the clubbers responsibility to be sure they don't lose their Bucks. Our suggestion is to tape the money bag with all their Awana items in their clubber bag.
- ✓ Awana Bucks will not be replaced if lost. Your clubber will be advised of this, however we ask that you also remind them.

Awana Store

- ✓ The Awana store will be stocked with fun little toys, games, and candy treats for the clubbers to purchase with the Awana Bucks they have earned. The Awana Store will be open once a month. The children will have the option to shop with their Awana Bucks or save them for a more expensive item.

Discipline

There are two practiced forms of discipline of which children at Awana receive instruction and of which you, as parents and guardians need to be aware. One is meant to enforce group control and the other is directed toward individuals

The 5-Count is used to bring the group to order. As the leader counts slowly and clearly down from “5” (5, 4,..1), the children are expected to become quiet and still, facing toward the person who is counting. Normally, this occurs by “3” or “4”.

The 3-Count is used to help with the discipline of an individual. The child is given a “1” count the first time he/she misbehaves and the action in question is discussed so the child understands the inappropriate behavior. If the child continues to misbehave, he/she is given a “2” by the leader or director and then is escorted outside to discuss his/her behavior. Upon receiving a “3”, the child is taken to the Commander by the Leader to discuss his/her behavior. The Commander will decide when/if the child can return to their group. A parent may be called if the child does not correct the misbehavior, so he/she may miss club that evening. The parents need to talk with the Leader/Commander before the child can be admitted back to the club the following week.

Registration for Calvary Chapel Sacramento AWANA Clubs

- ✓ The registration cost is a one-time payment for the year and it is to help offset the cost of achievement awards and activities throughout the year.
- ✓ The registration costs see Registration form online at calvarysac.org
- ✓ In addition, you will also need to purchase your child’s handbook and uniform. Uniforms for new students are worn after completing their entrance booklets (usually after the 2nd week). When ordering the uniform it is good to purchase one a little bigger. They will wear this uniform for a few years while in the club for their age group.
- ✓ If the uniforms and/or handbooks are lost or damaged during the year you will have to pay the same cost to replace them.
- ✓ Please see the AWANA Secretary, Sharon Velden, if you have a hardship in meeting these costs. We don’t want any child to lose out because of a monetary problem.
- ✓ In addition there are other items for purchase to enhance the program if you are interested talk to Sharon or Sacha.

Awana Commander Contact Information:

Moorea Richardson

(916) 739-1267

mcrich@sbcglobal.net

Awana Secretary Contact Information:

Sharon Velden

(916) 501-0223

sharecakes@gmail.com

calvarysac.org

Awana Calvary Chapel Sacramento



Wednesday Night Schedule 6:30-8:30pm

6:15pm	Doors Open	
6:20pm	Check In Open * Parents stay until Club starts <ul style="list-style-type: none"> ✓ Take kids to bathroom before sign-in ✓ Pre club activities for all ages ✓ Leader & Parent Prayer 	
6:30-6:40pm	Opening Ceremony – Cubbies, Sparks, T&T <ul style="list-style-type: none"> ✓ Line up on game square lines ✓ Pledges to flags ✓ Prayer ✓ Sing Awana theme song 	10 Min.
6:40-7:15pm	Large Group – Sparks and T&T Game Time -Cubbies	35 Min. 20 Min.
7:15-7:45pm	Game Time – T&T Handbook Time – Sparks Classroom - Cubbies	30 Min.
7:45-7:50pm	Restroom break	5 Min.
7:50-8:15pm	Game Time – Sparks Handbook Time – T&T Classroom - Cubbies	30 Min.
8:10-8:30pm	Closing Ceremony – Cubbies, Sparks, T&T <ul style="list-style-type: none"> ✓ Awards for handbook achievements ✓ Announcements ✓ Prayer 	10 Min.
8:30pm	Pick-up Kids @ Club Row in the front of the Sanctuary	