

FIRST BAPTIST CHURCH
LAWTON · FORT SILL



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AWANA HANDBOOK 2018-2019



WELCOME TO AWANA!

We are pleased to have your child involved in our AWANA ministry here at First Baptist Church Lawton! What a privilege it is to work together with you in the spiritual, mental, social and physical training of your child. AWANA is a local church sponsored program where children can enjoy exciting games and activities, meet new friends, learn about God and memorize His Word. An AWANA Club meeting consists of several parts including handbook time, Bible story time and game time.

AWANA stands for: Approved Workmen are Not Ashamed, taken from II Timothy 2:15 “Do your best to present yourself to God as one approved, a workman who does not need to be ashamed and who correctly handles the word of truth.” The AWANA goal is to reach boys and girls with the Gospel of Christ and to train them to serve Him. The four different AWANA Clubs offered here at FBC Lawton are:

- PUGGLES: 2 years of age (must be of age by August 1)
- CUBBIES: 3 and 4 years of age (must be of age by August 1 and potty trained)
- SPARKS: K-2nd grade
- T&T: 3rd-5th grade

We ask for your support in encouraging your child to complete their handbook materials prior to each club meeting. This way we will have the time to show them how to apply what they learn to their everyday lives.

We appreciate timeliness in dropping off and picking up your child(ren). AWANA Club begins promptly at 6:00pm. Earliest drop off time begins at 5:45pm. Please check in at the gym (Puggles MUST be dropped off and picked up in the Children’s Building).

If you do not have a church home, we would like to invite you to visit our church. Our Sunday morning worship service begins at 10:50 am where we offer preschool, nursery and Kid’s 4 Christ children’s church (1st-5th grade). Bible Study is offered for all ages at 9:30 am. Sunday evening worship service and Children’s Choir starts 5:30 pm.

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

Erik Scott: AWANA Commander

What We Expect From our Leaders

We do have a few requirements that our leaders must meet and expectations they should follow. The following 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.
- Our leaders have completed a background check.

Expectations:

- We expect our leaders to be on time.
- We expect our leaders to be examples by wearing clean, neat uniforms every night.
- 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/Guardians

- Always encourage your child. Children have much more fun when you show interest in their accomplishments.
- Help children attend AWANA every week and arrive on time, as consistency builds friendships, achievement and self-discipline.
- 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 discipline guidelines in this handbook with your child. AWANA has very few rules of behavior, but in order to ensure 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 clubbers promptly after club in the gym. 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.
- Nearly every minute of AWANA is packed with activities so we ask that your child leaves all their extra things at home (i.e. electronics, toys, etc.).

What We Expect from Clubbers

All rules in the AWANA Clubs are for the safety and wellbeing of the children and adults who are participating.

- Check in with the club's secretary when arriving.
- All children must attend their age and developmentally appropriate class (no skipping ahead or staying with siblings allowed).
- Follow the instructions of your leaders.
- Move quietly between rooms. Walk; do not run.
- Stay in your room unless a leader has given permission for you to leave.
- Treat others with respect; no swearing, fighting, hitting or pushing. Keep your hands, feet and objects to yourself at all times.
- Use the school rule for illness, don't come to club if you are running a temperature or have been sick in the last 24 hour period.
- Be responsible. Keep up with your handbook and uniform.

Discipline

In the event discipline is required, we have two procedures that will be used by all clubs, the 5-count and the 3-count. The 5-count is for all clubbers, while the 3-count is for an individual clubber.

5-count

When a leader needs the clubbers to be still and quiet, he/she will count from 1 to 5. All clubbers need to stop talking immediately and be still.

3-count

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; the leader will identify the behavior that needs to be corrected.
- A "2" count will be given for the second offense, the child will be counseled by the leader and club Vice Commander, Holly Phillips, outside of the club room and then returned to club.
- A "3" count is given and the child will be removed from the activity by the Club Commander. If this occurs, the Club Commander will speak with the child's Parents/Guardian while the child is present to discuss the problem behavior and the consequences.
- If the clubber has to be taken to the parent a second (or any subsequent) time, a Behavior Report (Attachment A) will be processed where a course of action for the clubber will be developed by both the AWANA staff and the parent/guardian and approved by both the church staff and deacon chairman.

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.

Uniform Guidelines

Clubbers and leaders are expected to wear their AWANA uniform to each meeting as soon as they are qualified by their club to wear them. Footwear should be closed toe, preferably tennis shoes. 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.

Opening Ceremony

All clubbers will be on their color lines by 6:00pm. The AWANA Commander will instruct flag bearers to present the colors. During the pledges and prayer all clubbers and workers shall remain standing. We will recite the pledges to the American flag, Christian flag, Holy Bible, AWANA flag and the AWANA verse.

Price List for FBC Lawton AWANA Clubs 2018-2019

There is an annual fee to participate in AWANA Clubs to help cover the cost of books, uniforms, awards and other expenses. This is a one-time fee for the entire year. The dues will be as follows:

- \$20 for the first child
- \$15 for additional child
- \$75 maximum per family

A child's attendance should not be hindered because of a monetary issue. If you are in need of assistance please see the AWANA Secretary, Whitney Kochenower.

Dinner (Optional)

A dinner is served from 4:45-6:00 on Wednesday nights in the Fellowship Hall. The cost is \$5 for adults, \$3 for kids (5-12), and children 5 and under are free.

FBC Lawton AWANA Nightly Schedule

| Time | Puggles | Cubbies | Sparks | T&T 3/4 | T&T 5 |
|------------------|--|-------------|---------------------------|---------------------------|---------------------------|
| 4:45-6:00 | Dinner (optional) \$5/adult, \$3/kid, 5 and under free | | | | |
| 5:45-6:00 | Clubber Check-in (Puggles, in Children's Building Room 230, all other clubs in gym) | | | | |
| 6:00-6:10 | Opening Ceremony | | | | |
| 6:10-6:30 | Puggle Time | Game Time | Small Group (Handbook) | Large Group (Lesson) | Large Group (Lesson) |
| 6:35-6:55 | Puggle Time | Cubbie Time | Large Group (Lesson) | Game Time | Game Time |
| 7:00-7:20 | Puggle Time | Cubbie Time | Game Time | Small Group (Handbook) | Small Group (Handbook) |
| 7:20-7:30 | Dismissal (Pick-up children from club classrooms) | | | | |

AWANA Awards

Each AWANA clubber has the opportunity to earn exciting awards. These awards are worn on the uniform and should be displayed and worn proudly. They represent good achievement and spiritual growth in the knowledge of God and His Word. Awards are earned by completing sections in the AWANA handbook.

- Clubbers will need to bring their book every night to progress.
- Clubbers must wear their uniform in order to be presented with an award.
- Clubbers must pass each section with no more than 2 helps.
- Leaders must sign off when a clubber successfully completes a section.

To The Parents/Guardians

We hope you have read this entire handbook for the First Baptist Church Lawton AWANA Club. This is the best way to make sure you have complete information regarding this ministry. Should you have any questions that 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.

Erik Scott: AWANA Commander (580) 678-7089 erikscott3@yahoo.com

Patrick Latham: Pastor (580) 353-1770 patrick@fbclawton.org

AWANA BEHAVIOR REPORT

Date _____ Time of Occurrence _____

Child's Name _____

AWANA Leader _____

Description of Event: _____

Action Recommended: _____

Approved: _____

Staff

Chairman of Deacons

The above event has been explained by the AWANA Commander and discussed with the parent/guardian. The Action Recommended has been developed by both the AWANA staff and the parent/guardian.

Signature of Parent/Guardian: _____

Date _____

Signature of AWANA Commander: _____

Date _____