

# GRACE CHURCH



## 2011-2012 Parent Handbook

Grace Church  
702 East 1<sup>st</sup> Street  
Stewartville, MN 55976

(507) 533-4704  
[www.grace-free.org](http://www.grace-free.org)

## **WHAT IS AWANA?**

Awana is a club for kids where they learn to know, love, and serve Jesus.

## **AWANA CLUB AGE GROUPS**

The Awana Ministry at Grace Church has the following clubs:



## **AWANA MEETING TIMES**

The Awana Ministry at Grace Church is held on Wednesday evenings. It starts at 6:20pm with open gym. Opening ceremony is at 6:30pm and the evening ends at 8:00pm.

To maintain consistency and to help each area of Awana, please do your best to drop off and pick up your clubber(s) on time.

## **COSTS**

Grace Church views Awana as an outreach program to children in the greater Stewartville area. The dues, initial uniform, and handbook costs are provided by Grace Church. However; if a clubber loses their uniform or handbook, the replacement cost must be paid to receive the replacement item(s).

## **DRESS CODE**

Children, youth, and volunteers attending Awana should wear modest comfortable clothing, their uniform and tennis shoes in order to participate in the activities held on a typical evening. In the event of a special theme night, the uniform will not be required.

To help defray the cost of this ministry, volunteers are required to purchase their own uniforms. If you need assistance in doing so, please contact Bret Adler (Commander).

## **INCLEMENT WEATHER POLICY**

If Stewartville School District cancels school/school activities because of the weather; Awana will be cancelled as well. When the weather is inclement you can find out if Awana activities are cancelled by the following:

- Visit the church web site ([www.grace-free.org](http://www.grace-free.org))
- E-mail Alert – an e-mail list will be compiled from the registrations and all known e-mail addresses of Awana families will be contacted if Awana activities are cancelled.
- Listen to KFSI 92.9FM
- Contact an Awana leader.

## **INFORMATION / REGISTRATION**

All children who participate in the Awana ministry at Grace Church must be registered with the Awana Secretary. Parents can register their clubbers online at the church website: [grace-free.org](http://grace-free.org).

### **PICKING UP CLUBBERS**

Parents of children in Awana **must** come inside to pick up their children at the end of the Awana night in the foyer of Grace Church. This is for the safety of our clubbers. The parent should return to pick up their child no later than 8:05 PM. We will notify parents when a child is sick, fussy and not adjusting to the Awana night, or in rare instances for disciplinary reasons.

### **WHAT TO BRING**

Clubbers should wear their designated uniform and comfortable shoes for running and playing, Bible and Awana Handbook. Clubbers should not bring other items with them. If a clubber does bring something which does not pertain to Awana the leader will confiscate the item until the end of the Awana club night.

There will be some nights where a special theme is being used and clubbers will be asked to bring a certain item(s). When this is the case, clubbers will bring information home with them that will have basic information about what they should bring.

### **VOLUNTEERS**

Our volunteers are among the best! For the safety of your clubber, a background check is done on each volunteer. Volunteers are required to wear their Awana shirt and a lanyard with their nametag on it.

### **A TYPICAL NIGHT AT Awana**

6:20-6:30 Clubbers arrive. Open gym time.

6:30 Whistle blows for Opening Ceremony  
Welcome  
Pledge to the American flag  
Pledge to the Awana flag  
Prayer  
Announcements

6:35 Cubbies go to classroom  
Sparks go to classrooms for Handbook Time  
TNT stays in gym for Game Time

7:05 Sparks go to gym for Game Time  
TNT go to classrooms for handbook time

7:35 Cubbies go to gym for Game Time  
Sparks go to auditorium for Songs and Story  
TNT go to auditorium for Songs and Story

8:00 Parents meet clubbers in narthex  
(Commander or other leader is all ready in the entrance way greeting parents and insuring clubbers are going with parent/guardian.)

Recognize there may be some tweaking as we progress through the year.

### **AWANA STORE** (Sparks and TNT only)

Each night, clubbers have the opportunity to earn Awana bucks. Wearing their uniform, bringing their Bible and handbook, passing handbook sections, participating in the theme night, etc. are

ways they can earn Awana bucks. Three or four times during the Awana year, clubbers will have the opportunity to purchase items from the Awana Store.

### **WELLNESS POLICY**

As we all know, sickness can keep going around with children, affecting not only the other children in a clubber's Awana group, but families and friends as the illness goes "back and forth" between the children. Here is our established health policy for the Awana ministry.

Children SHOULD NOT attend Awana if they have any of the following symptoms:

- 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 – coughing increases the chance of infection being spread to others
- Any rash that is suspected to be contagious
- If the clubber is prescribed an anti-biotic, they must have been on the anti-biotic for a minimum of 48 hours prior to attending Awana.

These same rules apply to our volunteers.

### **DISCIPLINE**

Awana uses two counts, one for an individual and one for the group.

The "5-Count" is used to bring the group to order. As the leader counts down from "5", the children should become quiet and still.

The "3-count" is for an individual. The child is given a "one" the first time they have misbehaved and their action is discussed so they understand the inappropriate behavior. If the child continues to misbehave, then they receive a "two". The child now sits down with the Awana Commander to discuss their behavior. If the child continues to misbehave or be disruptive, they receive a "three". When the child receives a "three", the parent(s) are called to pick up the clubber. The leader or commander will discuss with the parent the reason for this action.

There are many family situations that may affect a child's behavior. We encourage parents to let their child's Awana leader know if there is any situation that affects their child. This helps the Awana leader to potentially minister to the child as opposed to just viewing a situation or action as a discipline problem.

We strive to provide clubbers with clear boundaries and clear consequences. It is easier in the long run.

## **GENERAL CLUB RULES**

All of the rules of Grace Church's Awana program are based on respect.

**Respect God**

**Respect Others**

**Respect Yourself**

1. Clubbers are to remain with their leaders at all times.
2. Clubbers will not use foul language or gestures before, during or after club.
3. Cell phones, iPods, cameras and other electronic devices are not to be brought to Awana. Such devices will be confiscated and returned to the clubber at the end of the night. A telephone is available in the Awana office for children to use in case of an emergency, but only with permission.
4. Clubbers are to show care and respect for property that is not theirs (including the church's).
5. We show respect for one another in our words and how we treat one another.
6. Clubbers are not to push, shove, or play roughly.
7. Clubbers should not be in unauthorized areas of the church.
8. Clubbers should not bring gum or candy to club.
9. New clubbers will receive a uniform and a handbook upon registering for club (if they do not have one all ready). After completing the entrance booklets, new clubbers will be awarded with these items.
10. Visiting children are welcome at Awana and are allowed to visit 1 time during the club year. After 1 visit, they will be considered a clubber.

## **COMPLETING AWANA SECTIONS**

Clubbers are encouraged to complete as many sections as they can. It is important for them to understand what the Scripture verses mean as well as recite them.

According to the Awana guidelines, clubbers may have up to 2 helps per section. A help may consist of 1-2 words. Of course, special consideration should be made for those who have a disability or struggle to complete sections even with hard work.

Our volunteers are aware that there are different learning styles. Some may need to act out the verse, some may put the verse to a song, while others recite the verses over and over again.

Volunteers are not allowed to sign off on sections for their own children. You may help them study, but they will need to complete the section with another leader/helper.

## **JOIN THE TEAM!**

Are you looking for a meaningful time to invest into children? Our Awana program is for you! Contact Bret Adler at [bretmadler@gmail.com](mailto:bretmadler@gmail.com) to learn more about volunteering.