
26/27 AWANA PARENT HANDBOOK



BELGRADE ALLIANCE CHURCH

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WELCOME!

Welcome to another year of Awana at Belgrade Alliance Church! We would like to thank you for trusting us to partner with you in the spiritual, emotional, social, and physical nourishment of your child. This booklet is designed to provide information about the ministry and to answer some of the common questions parents ask.

Awana Club International has a website full of information about Awana. You can find the site at www.awana.org.

We would love to hear your feedback and together we can work to developing a great Awana program. We look forward to getting to know each clubber and digging into God's word with them.

ABOUT AWANA

The goal of AWANA is to reach boys and girls with the gospel of Christ and to train them to serve Him. We are committed to sharing Christ's love with your child and working together with you to help them grow in their faith and become *unashamed servants of God*.

The word **AWANA** stands for **A**pproved **W**orkmen **A**re **N**ot **A**shamed, and comes from 2 Timothy 2:15, which is Awana's key verse.

"Study to show yourself approved unto God, a workman that needs not to be ashamed, rightly dividing the word of truth." 2 Timothy 2:15

Belgrade Alliance offers three different Awana clubs depending upon the age and grade. Age is determined by a child's age and grade on September 10 of the current academic year.

CUBBIES are preschoolers who are 3+ and will be starting Kindergarten in the next two years. They are fully potty trained and able to participate without a parent.

SPARKS are in Kindergarten through 2nd grade, and age 5+

TRUTH & TRAINING is for 3rd & 4th graders, and age 8+

WHEN & WHERE DOES AWANA MEET?

Our Awana Clubs meet **4:00 – 5:30 PM**

Come anytime after 3:30 PM for Check-In, Afterschool Snack, FastTrack Verses and Connection with friends. Club will start promptly at 4 PM, so come a little early so clubbers have time to check-in and have a snack.

We do our best to start and end on time so please be prompt in dropping off and picking up your child. Check-In begins 30 minutes prior to the start of club. Prior to that time, we don't have volunteers available for supervision.

We meet at Belgrade Alliance Church – 205 W Cameron Ave, Belgrade MT. Kids are checked in downstairs, and to the right at our Lighthouse Kids check-in desk. In order to keep kids safe, they must be checked in by an authorized adult caregiver and are not able to check themselves in/out.

WHAT DO KIDS DO AT AWANA?

A typical club night is divided into three parts:

- Game/Activity Time
- Handbook Time – Team Time
- Large Group Time – The Gathering

Game Time – The clubbers have fun while learning to be a part of a team. The games are designed to allow each child to participate and encourage team spirit. Please send your kids to club with tennis shoes and clothes that they can be active in.



Team Time – Each clubber will have a handbook to work in. Clubbers are encouraged to complete one handbook each year. During team time, clubbers work on completing their weekly sections and reciting verses to their leaders that they have worked on at home and during club.

No matter what age your child is, he/she will need help with their Bible

memorization. We ask for your support in encouraging your child to complete their handbook materials prior to club. This way we will have the time to show them how to apply what they learn to their everyday lives. As you know, cramming in the car on the way to church may produce a verse for the short term, but usually won't be retained for the long term. The handbooks are also a great tool for family Bible memorization.

Section Completion Standard: A child needs to recite the required Bible verse 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. A leader will not be allowed to sign the handbook of his/her relative. Parents are encouraged to initial the section, to let the Leader's know what sections have been studied or worked on at home with parents, then leaders will sign that the section has been completed. Thank you for helping your child at home. It does make a big difference.

Large Group Time – The Gathering

The time when clubbers come together to learn a Biblical lesson. Clubbers regularly hear the gospel message, apply truths of scripture to daily life, and gain tools for Biblical living. We will also sing fun songs and have lots of fun.



CLUB STANDARDS

HOW CAN PARENTS HELP THEIR CLUBBER?

Encouragement

Always encourage your child. Children have much more fun when a caring adult shows interest in their accomplishments.

Assistance

Help children to attend Awana **every week** & to arrive on time. Club begins at 4:00. Consistency builds friendships, achievement, and self-discipline.

Pick up clubbers on time. Clubbers will not be permitted to leave their pick-up area without a parent/guardian or other authorized caregiver. Club is done at 5:30 pm.

During the week, help your child work on their sections. This will ensure they will come to club prepared. We know this can be hard for some families, so we just ask that you do your best. We love your children and are excited to see them, regardless of what the week may have looked like!

Attendance

Visit club on parent night to learn more about what your child does at Awana. Attend special events and activities with your child to show interest in what they are doing and have fun together. Volunteer your time at club if you are able. Consider bringing a non-perishable snack to add to our snack cupboard.

Guidance

Review the discipline guidelines in this handbook with your child. Awana has very few rules of behavior, but to ensure that all Clubbers have an opportunity to learn as well as have fun, our rules of behavior will be enforced.

WHAT WE EXPECT FROM OUR CLUBBERS

We expect our clubbers to follow the behavior rules set by Belgrade Alliance Church. We expect them to stay with their group and not wander around the church building unsupervised.

We expect our Clubbers to:

- Respect God
- Use appropriate speech
- Respect other clubber's things. No taking/touching other clubber's things.
- Pushing, shoving, or roughhousing is not allowed. Keep hands to yourself. Any form of physical violence will not be tolerated.
- Be on time. Club starts promptly at 4 pm.
- Be prepared. Each week, Clubbers should bring their handbook, Bible, water bottle & a pencil. Wear club uniform and shoes & clothing they can run and play games in.
- Be respectful. Clubbers are expected to listen to leaders and to follow directions. Always stay with your club leader. Always respect other clubbers.
- Respect the church building and property.
- Walk-no running and no yelling except during game time.

CLUBBERS HEALTH

Please follow these guidelines in determining if your child is well enough to attend Awana. If your child has any of the following symptoms, he/she should not attend Awana that day. Children should be symptom free for 24 hours before attending:

- ☐ Fever
- ☐ Coughing, croup or sneezing
- ☐ Vomiting or diarrhea
- ☐ Green or cloudy runny nose
- ☐ Inflamed throat or mouth
- ☐ Runny or pink eyes
- ☐ Any skin inflammation such as rashes, ringworm, impetigo
- ☐ Symptoms of any childhood disease (chicken pox, measles, mumps, etc)
- ☐ Head lice

No medications can be dispensed by the child or your child's leader, if your clubber requires regular medication, please ensure that he/she has been given the medication prior to attending Awana. An exception to this would be for an asthma rescue inhaler, epi-pen or similar urgent-need medications. Speak to your child's leader about special circumstances.

What to do if....?

You are sick and can't come. Keep studying your handbook sections! Try to make arrangement to say verses to a Leader at church before our next club meeting. Leaders will make every effort to make themselves available prior to the next Awana club meeting to listen to Clubbers recite their verses.

You get hurt at Club. Tell a Leader immediately, so they can give you proper first aid care. If professional care is deemed necessary, your parents will be contacted.

SAFETY

Your child's safety is important to us. We want to make sure that Clubbers are safe while in our care. All of our volunteers go through an extensive background check and interview process and are trained in child safety procedures. If you are interested in helping, we would love to talk to you about how your gifts and talents can be used at Awana and our volunteer onboarding process.

Check-In/Out Procedures

- Check-in begins at 3:30 for afternoon club. We are not able to receive kids prior to the check-in time, to ensure we have adequate staff available for supervision.
- Children must be “checked in” by their parent or other designated adult. Kids should not be dropped off in the parking lot to come in by themselves.
- Children will only be released to those designated by a parent on their registration form, and who have the security tag matching their child’s name tag. Parents may add additional authorized pick-up people at check-in, and we do allow a photo of security tag to allow for another person to pickup.
- During check-in club secretary will confirm attendance and that required supplies have been brought to club. Friends should be introduced as well during this time. Check-in points are given for bringing their supplies, bringing friends, attending club & church. Points are used as incentives and awards.
- Clubbers are dismissed at 5:30. Please be prompt, since your child and volunteers will be waiting for you. If an unavoidable emergency comes up, please send a text message to 406.570.2554 or call the church office at 406.388.6030 so we know when to expect you and that you are ok. If children are not picked up within 10 minutes of dismissal time, we will give parents a call. Emergency contacts will be called to pick up children if we are not able to get ahold of parents for 30 minutes or more.
- Please supervise children before and after club. Children should not be unsupervised in the building.

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 raises their hand and counts to “5”, the children should become quiet and still.

The “3-Count” is for an individual clubber. 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 ministry or club director to discuss their behavior. If the child continues to misbehave or be disruptive, they receive a “three”. When the child receives a “three”, parents will be called to pickup their child. The ministry director will discuss with the parent the reason for this action. Each week everyone begins with a “clean slate”.

If a clubber is removed from club multiple times, they will not be allowed to attend again without a parent meeting and approval of the Awana ministry director.

It is our prayer that no situation will have to be resolved in this manner, but in fairness to all clubbers and volunteers, the above will be enforced as necessary.

Your Awana Leaders realize that there are situations that may affect a child's behavior. Therefore, we encourage you to let your child's Awana Leader know if there is any situation that may help us in ministering to your child. This would allow the Awana leader to minister to your child as opposed to just viewing a situation or action as a discipline problem.

VISITORS

A club visitor is defined as a **first-time attendee** of the Awana club program at Belgrade Alliance Church. For security and safety reasons, visitors are required to fill out a registration form. Please come prepared to complete this form. Upon their second and subsequent visits prior to joining, they will not count as a visitor for clubber rewards and are encouraged to register and attend regularly! Visitors should be in the same age group as the child bringing their friend, if possible, since that is the club they will attend when they join.

SPECIAL THEME DAYS

During the year, we have many theme days for fun and to keep clubbers and leaders involved! Bonus points are often awarded to those who participate. These are optional, so don't stress if there are some weeks it just doesn't come together.

HOW DO I REGISTER MY CHILD & WHAT DOES IT COST?

All children who participate in the Awana ministry at Belgrade Alliance Church need to have a completed registration form and the parent/guardian must read and sign the necessary paperwork. Registration can be completed online at <http://belgradealliance.com/awana> or if you prefer, we have paper forms at club.

The cost for the club year varies depending on what club your child is in. Handbooks and uniforms will be ordered for each clubber. Since children may remain in one group for multiple years, when selecting a size of uniform, please take into consideration the child's current size and anticipated growth. Awana uniforms run small, so please order one size larger than your child's normal size.

Awana Price List 2026/2027

Yearly Dues \$45

Handbook \$15

Cubbie/Sparks Vest \$15

T & T Shirt \$20

Cubbie/Sparks Optional Book Bag \$10

Book bags are highly encouraged so that clubbers can keep all their items in one place. Please be sure to label all Awana items for your child with their name.

Clubber will receive uniform and handbook, after completing the Awana entrance book for their particular club.

We do not want any child to forego Awana because of lack of resources. If it is difficult to cover any expenses, you can pay in installments. Partial Scholarships will be available to those children whose families would find payment of these fees a financial hardship. Belgrade Alliance Church loves children and does not want anyone to be excluded from participating. Please see our Awana Ministry director or club secretary for a scholarship application. You can also download the form online at <http://belgradalliance.com/awana>

COMMUNICATION

We will communicate with families via text messages from planning center, email and paper handouts at club. Please be sure to check your email often for important updates. We will also post information on the screen by check-in and remind kids of upcoming events during announcements at club.



We have created a BAND for Awana at Belgrade Alliance. You can find the app in your favorite app store. This is a private group just for our Awana clubs, and you will need to be approved once you accept the invitation to join. Join the BAND and stay connected!

<https://band.us/n/abaab7J3RaW6L>



We are excited to have your child join us at Awana this year! Our desire is that they would find a community of people who love Jesus and want to share that with them. We want to have fun and will meet kids wherever they are academically and do our best to help them. If there is ever anything we can do to make your experience at Belgrade Alliance Church Awana, please feel free to reach out to your child's small group leader or our Awana Ministry Director.

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