



Parent Handbook 2018 - 2019



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Parent Handbook

2018-2019

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“So, being affectionately desirous of you, we were ready to share with you not only the gospel of God but also our own selves, because you had become very dear to us.”

1 Thessalonians 2:8 - The Great Connection

“All children and youth around the world will come to know, love, and serve the Lord Jesus Christ”

Awana Prayer

Dear Awana Families,

Welcome to the Awana Club Ministry at Bayside Baptist Church! We look forward to partnering with you, as we help your children follow Jesus and become like Him together. Awana is a structured children's discipleship program that includes Bible teaching, Scripture memorization, game time, and other fun activities through the school year.

The purpose of Awana is to glorify God by helping local churches reach children, youth, and their families with the Gospel. Memorization of God's Word as a primary means of a child growing in his/her relationship with God is the main emphasis of this ministry. We pray your children will experience a heart transformation as they come to know and love Jesus through this program.

At Bayside Baptist, we offer the following Awana Clubs:

Cubbies: 4 year olds - Pre-Kindergarten (must be 4 years old by September 30)

Sparks: Kindergarten - 2nd Grade*

Sparks will divide into sub-groups of KinderSparks (Kindergarten) and Sparks (1st-2nd grade)

T&T: 3rd - 5th Grade

All clubs meet on Wednesday evenings from 6:00 - 7:15pm, September - May. Drop off will begin at 5:50pm. We appreciate your timeliness in dropping off and picking up your children each night.

Club nights are divided into the following segments: handbook time, game/craft time, and Bible lesson time. Each club will follow a separate rotation. For more information regarding segments of a club night and individual club schedules, refer to the Club Night Schedule and Descriptions of the Three Clubs pages in this handbook.

We encourage you, as parents, to spend intentional time connecting with your children each week by engaging in handbook activities and reviewing the weekly Bible lesson. Through these exercises, you help God's Word take root in their hearts and minds. You are the greatest influence in your child's life and we are excited to support you on this journey!

If you have any questions or suggestions, please contact me through the church office or via e-mail (lsisson@baysidebc.org). Thank you for the opportunity to serve your family in the coming year!

Serving Him Together,
Lauren Sisson
Children's Ministry Director, Awana Director

Awana Calendar 2018 - 2019

September	5	Parent Night
	12	Regular Club Meeting
	19	Regular Club Meeting
	26	Regular Club Meeting
October	3	Regular Club Meeting
	10	Regular Club Meeting
	17	Regular Club Meeting
	24	Regular Club Meeting/End of 1st Quarter
	31	NO AWANA - Trunk or Treat
	November	7
14		NO AWANA - Thanksgiving Break
21		NO AWANA - Thanksgiving Break
28		Regular Club Meeting
December	5	Regular Meeting Night
	12	Regular Club Meeting
	19	Pajama and Movie Night
	26	NO AWANA - Christmas Break
January	2	NO AWANA - New Year's Break
	9	Regular Club Meeting
	16	Regular Club Meeting
	23	Regular Club Meeting/End of 2nd Quarter
	30	Regular Club Meeting
February	6	Regular Club Meeting
	13	NO AWANA - Happy Valentine's Day
	20	Regular Club Meeting
	27	Regular Club Meeting
March	6	Regular Club Meeting
	13	Regular Club Meeting
	20	Regular Club Meeting/End of 3rd Quarter
	27	Regular Club Meeting
April	3	Regular Club Meeting
	10	Regular Club Meeting
	17	NO AWANA - Spring Break
	26	Regular Club Meeting
May	1	Regular Club Meeting
	8	Regular Club Meeting
	15	Regular Club Meeting
	24	Regular Club Meeting/End of 4th Quarter
	29	Closing Ceremony/Awards Night



Club Guidelines

Registration Fees

Registration fees are due on or before Wednesday, September 5.

- Early Registration Fees: \$25.00 per child | \$50.00 per family (maximum)
- Registration Fees After September 5: \$35.00 per child | No family maximum

Check-in and Check-out

- **Check-In:** Clubbers may be checked in using the electronic kiosks located in the Welcome Center beginning at **5:50 p.m.** To begin the check-in process, type the family's last name and follow the prompts. Two matching security ID badges will be printed for each clubber. One badge is to be worn by the clubber throughout the duration of club night. The second badge is to be kept by the parent picking up the clubber at the end of club. Parents should escort clubbers to following drop-off locations:

Cubbies - Rooms 117 and/or 119

KinderSparks - Room 121

Sparks - CWORLD

T&T - Gymnasium

- **Check-Out:** Pick up and drop off locations may vary for specific clubs. Parents must present their clubber's security ID badge to an Awana Club team member for check-out at **7:15 p.m.** We will only release a child to the parent/guardian with the matching security ID badge. If the ID badge is misplaced, the parent must present proper identification to Awana Director for verification. Parents should pick up clubbers from the following club locations:

Cubbies - Rooms 117 and/or 119

KinderSparks - Room 121

Sparks - CWORLD

T&T - Children's Wing 2nd Floor Classrooms 203, 207, and 204

Uniforms and Dress Guidelines

Club uniforms will be given to clubbers who have paid the registration fee and completed the entrance book and required handbook sections for their respective club. Uniforms are designed for easy identification of clubbers, creating club unity, and displaying awards for completed handbook sections. Clubbers who are not in uniform will not receive awards. In addition, Clubbers should dress modestly and wear closed-toe, athletic shoes for game time.

Replacement Costs

If a clubber loses a handbook or uniform, the following replacement fees will apply:

Cubbies and Sparks Uniform = \$11.00

T&T Uniform = \$16.00

Cubbies, Sparks, and T&T Handbook = \$10.00

Club Night Schedule and Attendance

Handbook Time

During handbook time, each club will divide into small groups to discuss and review the weekly Bible lesson and memory verse. All clubbers will recite the same memory verse and complete handbook sections as a group using the Together We Move Method. Awards are earned to display on club uniforms when the appropriate number of sections have been completed according to the individual club requirements. Prior to receiving a handbook, each clubber will be given an Entrance Booklet for their respective club. Upon completion of the Entrance Booklet, clubbers will receive their club handbook and uniform.



Bible Lesson Time

Clubbers will come together with their respective clubs to hear a Bible centered message appropriate for their age level.

Game and/or Craft Time

During Game Time, clubbers will participate in fun, organized activities. This segment is focused on promoting interaction among clubbers and teaching clubbers how to win or lose gracefully. In Craft Time, clubbers will create a lesson coordinating craft. All clubs do not participate in Craft Time.



Club Attendance

It is important that clubbers keep regular attendance. To reach as many boys and girls with the Gospel, we want to ensure we are fully utilizing our ministry resources. Please read the attendance guidelines below:

- Any clubber who misses 3 consecutive club meetings without notification from a parent to the Club Director will be dropped from the roll to make space available for another child. (Pending any serious family or medical issues).
- Any clubber who misses 5 or more non-consecutive club meetings in a quarter will be dropped from roll.

What We Expect from Our Leaders

We have a few requirements 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 has a personal, growing relationship with Jesus Christ
- A leader has a completed and approved background check
- A leader has compassion and a desire to serve children

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 Christ-like attitude before clubbers, leaders, and parents
- We expect our leaders to pray for clubbers on a regular basis
- We expect our leaders to understand Awana is a ministry directed towards making disciples

What We Expect from Parents

- To serve in Awana weekly, twice a month, or once a month.
- Help your child attend Awana every week and arrive on time.
- Help your child prepare for their sections by practicing verses and completing handbook activities during the week.
- Review the discipline guidelines and “What we Expect from Clubbers” sections in this handbook with your child.
- Pick up your child promptly after club (7:15pm) in the appropriate location.

What We Expect from Clubbers

- All clubbers must attend their age appropriate club (no skipping ahead or staying with siblings is allowed).
- Follow the instructions and directions given by your leader.
- Move quietly between rooms. Walk; do not run in the church.
- 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 illnesses; do not attend club if you are running a temperature or have been sick in the last 24 hours.
- Be responsible. Keep up with your handbooks, bags, coats, etc.

Other Information

Discipline

We have two discipline 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 before the Leader reaches 5.
- 3-Count: If a child is disrespectful to a Leader, another clubber or disruptive to the club, the following 3 steps will be taken:
 - A "1" count will be given for the first offense; the Leader will give verbal redirection and behavior correction to the clubber
 - A "2" count will be given for the second offense; the child will be removed from the activity, counseled by the Leader and Club Director outside of the club room, and return to club
 - A "3" count will be given for the third offense; the child will be removed from club by the Club Director and a parent will be called to pick up the child. If this occurs, the Club Director and Ministry Director will speak with the child's parents while the child is present to discuss the problem behavior and consequences.
 - **If a clubber is removed from club three times, he/she will not be allowed back into the program for the remainder of the club year.**

Remind - Parent Communication

In order to facilitate timely communication for the entire Awana ministry program and individual clubs, we will use Remind. This service allows our leadership team to send information via text, email, and through the app that affects the ministry as a whole and individual clubs.

How to Download the App: The Remind App is available in the Apple App Store or Google Play Store. Search for "Remind" in either store on your phone or tablet. Our class code is "bbcawana18"

How to Receive Text Notifications: To receive text messages, text "@bbcawana18" to 81010. (standard messaging rates may apply per your carrier)

How to Subscribe to Email Notifications: To receive email notifications, follow the prompts on our website, www.baysidebc.org under Ministries>Awana.

Inclement Weather

In the case of inclement weather, announcements will be made via Remind.

Description of the Three Clubs

CUBBIES



Cubbies is a two-year program which celebrates the spiritual potential of preschoolers by helping them develop respect for God, His Son, and His Word. The Cubbies curriculum consists of two handbooks. Parents of Cubbies must remain on-site during Awana and are invited join a Bible study or group or wait in the Welcome Center.

Entrance Booklet

Each year, Cubbies complete an entrance booklet that gives parents and children a brief overview of the program and presents God's plan of salvation at a preschooler's level. Upon completion, each child will receive a handbook and Cubbies uniform.

Handbook

AppleSeed
HoneyComb

Cubbies alternate each year between the AppleSeed and HoneyComb handbooks. Handbooks are divided into weekly Bear Hugs that combine Scripture memory verses and parent-child activities. All children work on the same Bear Hug at the same time and recite the same verse(s) each week as presented in the Together We Move Method Calendar given during the Parent Night. The audio CD included in each handbook contains review material for home-use.

Uniform and Awards

Uniform: Blue vest with designated areas to display achievement awards

Trail Emblems: Cubbies receive a Trail emblem for completing their handbook trail. Trails are at the beginning of each handbook.

Green and Red Apple Achievement Emblems: Cubbies can earn four green and four red apple emblems during the year. Achievement emblems for the AppleSeed handbook complete the letter "A" on the vest. Achievement emblems for the HoneyComb handbook complete the letter "C" on the vest.

Year-End Awards: Cubbies receive Book Award Ribbons for the completion of each handbook.



Nightly Schedule

5:50 - 6:00pm = Drop off in Classrooms 117 and 119

6:00 - 6:25pm = Station #1

6:25 - 6:50pm = Station #2

6:55 - 7:15pm = Game Time

7:15pm = Pick up in Classrooms 117 and 119

Stations include Bible Lesson and Craft/Handbook. Each classroom follows a slightly different schedule for the order in which they attend each station.

SPARKS



Sparks is a three year-program for Kindergarten - 2nd graders that focuses on key people and events of the Bible, building a foundation of wisdom for knowing Christ. The Sparks curriculum consists of three handbooks. The Sparks club will be divided into two sub-clubs: KinderSparks for Kindergarteners and Sparks for 1st - 2nd graders.

Entrance Booklet

Each year all Sparkies will complete the Flight 3:16 entrance booklet that centers on the Gospel message of John 3:16. Upon completion, clubbers will receive a handbook and Sparks uniform.

Handbooks

HangGlider: Creation through Joshua

WingRunner: Judges through the birth of Christ

SkyStormer: The life of Christ through Revelation

KinderSparks will receive the HangGlider handbook. Sparks (1st - 2nd grade) will alternate each year between the WingRunner and SkyStormer handbooks. Handbooks contain memory verse drills, crafts, activities and key doctrine and Bible facts reviews. Parents are encouraged to help clubbers read handbook sections and memorize the verses required to complete each section. All clubbers will recite the same verse(s) each week as presented in the Together We Move Method Calendar for their respective handbooks given during the Parent Night.

Uniform and Awards

Uniform: Red vest with designated areas to display achievement awards

Rank Emblems: Sparkies earn a Rank Emblem by completing all rank sections in their handbook: HangGlider, WingRunner, or SkyStormer.

Pilot Wings: Sparkies receive pilot wings when they earn their first achievement jewel in their handbook. Pilot wings are green for HangGlider, blue for WingRunner, and red for SkyStormer.

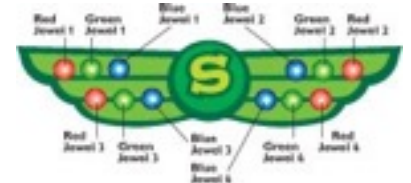
Jewels: There are 12 achievement jewels for each handbook with 4 of each color

Red Jewels - Awarded for completing Bible Drill sections.

Green Jewels - Awarded for completing Activity sections.

Blue Jewels - Awarded for club attendance.

Year-End Awards: Sparkies receive awards for the completion of each handbook.



KinderSparks (Kindergarten) Nightly Schedule:

5:50 - 6:05pm = Drop off in Room 121
6:05 - 6:20pm = Bible Lesson Time
6:20 - 6:35pm = Verse Activity
6:35 - 6:50pm = Handbook Time
6:55 - 7:10pm = Game Time
7:15pm = Pick up in Room 121

Sparks (1st - 2nd) Nightly Schedule:

5:50 - 6:05pm = Drop off in CWORLD
6:05 - 6:20pm = Bible Lesson Time
6:25 - 6:45pm = Game Time
6:50 - 7:10pm = Verse Activity
7:10 - 7:15pm = Handbook Time
7:15pm = Pick up in CWORLD

T&T



T&T is a three year-program for 3rd - 5th graders that teaches clubbers the truth of God's Word and trains them to follow Christ in their daily lives. The T&T curriculum consists of three handbooks.

Entrance Booklet

Each year all T&T clubbers will complete the Start Zone entrance booklet that introduces the Gospel and basic Bible concepts. Upon completion, clubbers will receive a handbook and T&T uniform.

Handbooks

Mission: Grace in Action

Mission: Evidence of Grace

Mission: Agents of Grace

T&T clubbers rotate through through each of the three Mission handbooks, completing one per year. Each handbook contains sections that feature Bible studies, memory verses, and bonus boxes, all encouraging parental involvement. All clubbers will recite the same verse(s) each week as presented in the Together We Move Method Calendar given during the Parent Night.

Uniform and Awards

Uniform: Green jersey with designated areas to display achievement awards

Discovery Emblems: T&T clubbers earn 1 Discovery Emblem, also known as a chevron, for every 4 handbook sections they complete.

Extra Credit Emblems: After completing their handbook, T&T clubbers can earn gold and/or silver Extra Credit Emblems for completing assigned drills.

Year-End Awards: T&T Clubbers receive Awards for the completion of each handbook.

One Book Award: Alpha Award
Two Books Award: Excellence Award
Three Books Award: Challenge Award



Nightly Schedule

5:50 - 6:00pm = Drop off in Gymnasium

6:00 - 6:20pm = Game Time

6:25 - 6:45pm = Bible Lesson Time

6:45 - 7:15pm = Handbook Time in Classrooms 203, 207, and 209

7:15pm = Pick up in Classrooms (203, 207, and 209)

Awana Ministry Team

Parents - Should you have any questions that are not addressed in this handbook, please contact your child's leader or any member of the leadership team.

Lauren Sisson

Awana Ministry Director
757-460-2481 ext. 17
lsisson@baysidebc.org



Roxann Nixon

Cubbies Director



Loren Sisson

Sparks Director



Judy and John Weibley

T&T Directors



Service Times:

8:30 a.m. - Traditional
9:45 and 11:00 a.m. - Cafe

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