



Our mission:
To **be** and
to **make**
disciples of
Jesus Christ



Parent Guide

Table of Contents

Welcome to Awana	Pg 3
History of Awana	Pg 4
Pledges	Pg 4
Expectations	Pg 4
How It Works	Pg 5
Bringing a Guest - alternatives	Pg 6
Handbook Guidelines	Pg 7
Memorization Tips	Pg 7
Sparks and T&T – Earning Awana Bucks	Pg 8
Safety & Discipline	Pg 8
Awana Frequently Asked Questions	Pg 9
Resources for Parents	Pg 12
Replacement Cost Chart	Pg 12

Welcome to Awana

Thank you for your enrolling your child or children in Awana at UALC. I hope Awana will be as meaningful for your family as it has been for countless other families in the Hilliard, Upper Arlington, and surrounding areas over the past 7 years.

Awana is comprised of three age groups. Cubbies Clubbers are from Age 3 to Pre-K. Sparks Clubbers are from Kindergarten to 2nd Grade. Truth and Training Clubbers (or T&T) are from 3rd Grade through 6th Grade. A typical night your child will experience is made up of three parts: Game Time, Small Group time, and Large Group Time.

Awana is a great environment to encourage your child to grow in their faith by memorizing Scripture and learning basic knowledge and understanding of biblical principles and doctrine. It is also a place where they will compete in teams and learn skills in fair play and good sportsmanship.

We encourage you to work with your child on handbook sections prior to Club each week. We have included some details in this booklet about Small Group Time and tips for helping your child memorize the verses they will be reciting to their Shepherds. You play an integral part in fostering your child's spiritual growth.

Dropping your child off and picking up your child timely each week is greatly appreciated. Our Club starts at 6:30 and ends at 7:45pm. Please plan to have your child at Club by 6:20 to allow time for them to check in prior to the opening ceremonies. There are 3 drop-off and pick-up areas.

	Drop-off	Pick-up
Cubbies	Lower Level	Lower Level
Sparks	Main Level	Room 1014 (Lower Level)
T&T	Room 1014 (Lower Level)	Main Level

Please note: You can check the whole family in at any of the 3 check-in stations and then walk them to their designated drop-off spot.

Awana is a fun and engaging way for children to learn Scripture and learn about God. We look forward to hearing from you how the Awana experience has benefited not only your Clubber but your whole family, as well.

Thank you so much for partnering with us to minister to your child. We take that trust and responsibility very seriously and do not take it lightly. Be sure to check the Awana page on the church's website (www.ualc.org/awana) for access to Guides and Calendars. Feel free to reach out to us via email also at awana@ualc.org.

In Christ,
Awana Leadership at UALC

History of Awana

Statistics about Awana:

- The Awana curriculum has been around for over 50 years.
- Awana is presented in 30,000 churches over 100 denominations and in 104 countries, and growing...
- 2 million kids are reached with the gospel each week around the world
- 100% of kids that come to Awana hear the gospel
- 92% of Awana alumni still attend church at least weekly
- Alumni are 3.6 times more likely to read their bible several times per week
- 70% of alumni said they witness to friends at least once a month
- 42 colleges offer scholarships to Awana achievers

Awana comes from 2 Timothy 2:15 and stands for: Approved Workmen Are Not Ashamed

“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.”
2 Timothy 2:15

Pledges

Pledge of Allegiance

I pledge allegiance to the flag
Of the United States of America
And to the Republic, for which it stands
One Nation, under God, indivisible
With liberty and justice for all.

Awana Pledge

I pledge allegiance to the Awana flag
Which stands for the Awana Clubs
Whose goal is to reach boys and girls
With the Gospel of Christ
And train them to serve Him.

Expectations

- Encourage your child. It's more fun and impactful for children when their family members show interest in their achievements. Attend or volunteer for major events, help your child to memorize verses, and praise them on achievements.
- Make weekly attendance a priority. Consistency helps build self-discipline, friendships, and accomplishments.
- Review discipline guidelines. Some rules and behavioral guidelines have to be enforced in order to create a healthy and fun learning environment.
- Arrive on time to drop-off and pick-up Clubber. For safety reasons, Clubbers should stay in their designated areas once checked in and are not permitted to leave their final event area without an approved adult checking them out with their Shepherd. Send names of substitutes allowed to pick up your Clubber to Awana leadership prior to Club.
- If your Clubber cannot participate in Game Time, please send a note with them to let their Shepherd know. Otherwise, we will strongly encourage participation in all activities.

How It Works

Overview

- **At home:** You should review the section with your Clubber during the week. Some handbooks have a CD or online resources to help your child review.
- **Registration & Fees:** Dues and fees are due at time of registration. Payment plans and scholarships are also available, if needed. Additional items can be paid for as the need arises. Please see the Price Chart on last page for items that can be purchased throughout the year, such as a replacement handbook, jewels, or uniforms.
- **What to wear and bring:** Tennis shoes, their uniform, play clothes, and their Handbook. Sparks and T&T can dress in or bring something for the week's theme to earn an Awana Buck.
- **Handbooks:** UALC generously contributes funds for Clubber Handbooks (except when they need replaced due to being lost or damaged). A replacement handbook costs \$10.
- **Uniforms** are earned when a registered Clubber has completed the appropriate Entrance booklet. Cubbies earn a blue vest, Sparks a red vest, and T&T Clubbers a green or blue jersey. Most uniforms can be worn for several years and cost \$15.
- **Parents of Cubbies** MUST stay on site during Awana. Since you are onsite anyway, join the excitement and help us run Club night! Be a Hero to a young mind.
- **Guests** are welcomed and encouraged at Awana. Sparks and T&T handbooks have a "Bring a Friend" requirement for book completion each year. This can be done at any time during the year. If bringing a guest is difficult for your family, please request a list of alternative activities. Cubbies are not expected to bring any guests.
- **Themes:** Cubbies do not typically participate in the theme that Sparks & T&T Clubbers have each week, but they may if they want. Sparks and T&T Clubbers earn an Awana Buck for dressing in the week's theme. Themes are listed on each Clubs' Calendars and posted on the UALC Facebook group each week.
- **Communication:** Make sure we have your email address and look for occasional email updates throughout the year. If you have opted out of emails from church, you will not receive these updates. Church staff can help you turn those messages back on. Special needs Clubbers have should be included in the online registration, and parents are encouraged stay in contact with Leadership about their child's needs. Our email is awana@ualc.org.

On Club Day:

- **Check-in** is from 6:15-6:30pm. Cubbies and T&T will check-in on the lower level. Sparks check-in on the main level. Club starts at 6:30pm.
- **Club Activities** are Club specific and may include: Opening, Story Time, Puppets, Small Group Time, Game Time, and Large Group Time.
- **Snacks (Sparks & T&T):** Clubbers are offered a piece of candy (no nuts) when they recite verses in Small Group Time. Occasionally there will be food in Large Group Time. If your child has a food allergy, we ask that they bring their own snack labeled with their name.
- **Pick up:** Pick up your child from their Clubs' designated area at 7:45 p.m. Cubbies → Cubbie area, Sparks → Large Group Time Room 1014, T&T → Game Time area on main level.

What's in it for Your Clubber?

- **Achievement Awards:** Your child will earn club-specific achievements, such as stickers, jewels, badges, or uniform patches for completing handbook sections and activities. An achievement placement guide is in each handbook and can also be found at www.awana.org.
- **Attendance awards:** Clubbers can earn club-specific awards if they have missed no more than 2 Club Nights every 7 weeks. Sparks earn Blue jewels, and T&T Clubbers earn stickers for good attendance.
- **Awana Bucks & Awana Store:** Bucks are earned for wearing uniform, bringing a guest, completing a handbook section, dressing for the theme, and when their team wins in game time. Awana Bucks should be stored in an envelope provided with the Clubber's handbook. Children may spend the Awana bucks they have earned at the Awana Store, which is open on specific nights from 6:00-6:20 p.m. and 7:45-8:00 p.m. Cubbies do not participate in the store but may receive a special prize on store nights.
- **Year-End Awards:** Clubbers can earn club-specific, year-end certificates and awards based on handbooks that have been completed. If a Sparks or T&T Clubber misses a week and wants to complete their book, they can work with a Club Volunteer to recite verses before Club Night and other time outside of Club.

**Please see the Club Calendars for weekly themes, special events,
Store nights, and weeks when there will be NO AWANA!**

**Club will not meet if Upper Arlington/Hilliard schools are closed or dismissed early due
to weather.**

Bring a Guest - alternatives

Bringing a friend to club is very fun and exciting...but it can also be challenging. Maybe you've asked several friends but no one can come. Here are some options that can be done to fulfill the "Bring a Friend" requirement.

- *Invite 5 friends to club.* Ask the friend or your parents to sign a paper for your handbook shepherd that says you've invited them to club.
- Write a letter to a friend explaining what Awana is. Give a simple salvation messages and an invitation to club. Your handbook shepherd should read the letter, and you should send it to your friend.
- Do an outreach program with church or your parents, such as visiting an elderly neighbor or nursing home or send cards to the residents.
- Visit new or recently absent clubbers two or three times with your parents.
- Visit (with a parent or leaders) children who attended Vacation Bible School and did not come to Awana.
- Memorize extra verses. (See the Commander for details.)
- Bring friends to a church service or Sunday School Class.
- Pass out club promotional materials with other clubbers and leaders.
- Wear your uniform to school and be prepared to give an explanation. Have your parent or teacher write a note saying you wore your uniform.

- Invite parents, grandparents or friends to special Easter or Christmas programs at your church. (This only works for parents or grandparents who do not attend your church.)

H

Handbook Guidelines

The task of the Handbook Shepherd is to build relationships with their small group of Clubbers while reaching them with the Gospel. The goal is long term retention. Here are some guidelines regarding their role.

- Sparks & T&T Shepherds meet their children for opening ceremonies. Cubbie Shepherds meet their children in their rooms on the lower level.
- Sparks Shepherds work with each child who has come prepared to recite sections from their handbooks. T&T Shepherds have a pre-planned bible study to go over with their Clubbers.
- All children are expected to know the reference as well as the verse. (*Note: a Cubbie will not fail to pass a section for not knowing the reference.*) Clubbers may receive two “helps” per section (may include one or several verses).
- Cubbies and T&T do one verse per week and Sparks is self-paced. There are special needs modifications available, if needed.
- Sparks books should be done in order, except for the “Bring a Guest” section, which can be done at any time during the year.
- If your Clubber misses a week, they can make up sections by going to their Shepherd or a Fast Track Leader before Club.
- Cubbies will finish a book each year. To finish a book in a year, Sparks should do about 2-3 sections per week. T&T Clubbers will finish a book in a year as long as the makeup any sections/verses they miss.
- If a Sparky finishes their book midyear, they can talk to the Club Secretary going to the next book. Clubbers cannot proceed beyond their grade level, so extra credit books and other activities are available for those who may need a different activity.
- Shepherds stay with their group at closing until all of them have been picked up by a parent or other authorized adult. Please take time to connect with your Clubber’s Shepherd each week.

Memorization Tips

For Non-Readers and Readers:

- Start by saying the verse several times. Make sure your child understands every word.
- Put the words of the verse to music.
- Use pictures to help your child associate the word with an idea.
- Dramatically emphasize important words.
- Use hand motions to illustrate the words and thoughts of a passage.
- Recite together at bedtime. The next morning at breakfast, see how much your child remembers.
- Make repetition fun. Repeat the verse here and there throughout the day.
- Role reversal – ask your child to “teach” you the verse.
- Put the first letter of each word on a chalkboard or index card. Your child can use them as clues to the whole verse.
- Picture it! – Have your child draw a picture of what the verse means. Write the verse and reference next to it.

For Readers:

- Definitions – Define difficult words while practicing a verse for memorization.
- Tape verses on the ceiling above bed to read thru a few times before falling asleep.
- Personal identification – Insert the child’s name into a verse. For example, “God so loved (Alex), that He gave....”
- Personal Application – Applying the message of a verse to a personal experience increases retention. Don’t forget this important memorization tool!
- Write & Erase – Write the Bible verse down on something that is easy to erase. Then, as a word or phrase is erased, your child remembers the missing words and recites the verse. Repeat the procedure until all the words are erased or the verse is memorized.
- Using small pieces of paper, write one word from the verse on each piece of paper. Have your child arrange them in the proper order. This can work for memorizing Books of the Bible too.
- Make flash cards with verses on one side, references on the other.

Sparks and T&T – Earning Awana Bucks

Clubbers (Sparks/T&T) earn Awana Bucks each night for the following reasons:

- 1) Wearing their Uniform
- 2) Completing a section in their handbooks
- 3) Bringing a friend to Awana
- 4) Dressing for/participating in the Theme Night
- 5) Their team wins at Game Time

Bucks that are earned can be put the Clubber’s envelope in his/her handbook. Awana Bucks can be spent at the Awana Store, which will occur 3 times throughout the Awana Year.

Safety & Discipline

UALC is continually working toward providing an environment that protects the safety of children and youth as well as volunteers and employees. An Awana volunteer is certified as a person who is “safe” with children and youth.

We are at Awana to have fun and learn about Jesus. Please share these expectations with your child:

- Be kind to others (i.e., no put-downs, keep your hands to yourself, speak to others with respect, be courteous).
- The adults and teens need to know where Clubbers are at all times and staying with the class is of utmost importance.
- Clubbers always need to have a “SAFE” (someone wearing UALC ID badge) adult with them wherever they are in the building. Always travel in groups of 3 or more (one adult, two Clubbers or two adults, one Clubber)

We sincerely hope discipline problems don’t arise, and we have procedures in place if they do. We realize that family situations may arise that affect a child’s behavior. If you are aware of any such situation, we encourage you to reach out to us at awana@ualc.org so that we know best how to minister to your child and manage the behavior.

Awana Frequently Asked Questions

When & where does Awana meet? We meet at Mill Run on Wednesday evenings from 6:30-7:45 pm from September – May. Check-in begins at 6:15 p.m.

How do I register my child for Awana? You can register online at www.ualc.org/awana. Note: Awana can be joined at any time during the Club year (September-May). Dues after Feb 1st are offered at a discount.

What does the name Awana mean? AWANA stands for Approved Workmen Are Not Ashamed and comes from 2 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.”***

What age children can go to Awana? Awana is for children age 3-6th Grade. You do not have to attend or be a member of UALC to join Awana. Please note that all Cubbies (preschoolers) must be completely potty trained and have turned 3 by September 30. Cubbie parents must stay on site during Club night. Be a Hero to Awana Clubbers this year, and join us as a Volunteer! We have a variety of positions with different time commitments. The church nursery is available for Awana volunteers.

What are Cubbies, Sparks, and Truth & Training? These are the names of the different Awana Clubs. Cubbies is for preschoolers age 3 to Pre-K. Sparks is for Kindergarten through 2nd Grade. Truth & Training (aka T&T) is for 3rd-6th Grade.

What happens in an Awana meeting? There are three main parts to Awana meetings: Game Time, Large Group Time (a large group Bible teaching), and Small Group Time. Each night children can participate in a theme such as Crazy Hat Night, Western Night, Bring a Friend Night. (Cubbies has a different program and does not have theme nights.)

Who will be working with my children in Awana? Adult and teen volunteers from our congregation and the community, who have a heart for working with children, will be leading Clubbers through Club night each week. All volunteers 18 and older have been background checked and wear Safeguarding Badges.

How much does Awana cost? Dues are \$25 for the whole year (\$15 for registrations after Feb 1st). The dues cover awards and prizes that your child earns throughout the year, as well as helps us cover other program costs. After completing an initial entrance booklet your child will earn the right to wear a uniform (cost \$15) and start a handbook (cost subsidized by UALC). A uniform may be worn for several years depending upon which Club your child is in and the age at which he/she enters it. Cubbies and Sparks wear a vest, and Truth & Training kids wear a Jersey.

What if I can't afford the fees? If you feel the costs are prohibitive, please send an email to awana@ualc.org for information on scholarships and payment plans.

How can I sponsor a child in Awana? A \$40 donation will cover the cost of one child for the year. This pays for their annual dues and a uniform. If you wish to sponsor a child, please make a check payable to UALC and place “Awana scholarship” in the memo line. Add a Clubber's name for a specific donation.

I'm not a member or attendee of UALC, can my child still come to Awana? Absolutely. All children are welcome at Awana, as are Teen Helpers and Adult Volunteers.

Can my child bring a guest? Yes, in fact, bringing guest to our Awana Club is one of the activities in the handbooks that must be completed to finish their book for the year.

What if we are having trouble bringing a guest? We have a list of alternatives, please see Page 6 of this Guide for more details.

What should my child wear to Awana? Your child should wear comfortable shoes and play clothing. Please remember, they may get very active in game time. When your child earns his/her uniform, that should also be worn to each Club. Also, consider the week's theme when deciding what your child may want to wear. Theme participation and having uniform earns your Clubber more Awana Bucks!

What happens while the children are gathering after check-in? Clubbers will gather in their designated areas and have supervised activities. Cubbies and T&T Clubbers will gather on the lower level and Sparks will be on main level.

What should my child bring to Awana? Your child should bring their starting brochure or handbook and anything else they need for Club night. Please do not send your child with items that would be missed if they were lost or items that are distracting or disruptive to others.

When does my child get their book and uniform? Clubbers initially receive an Entrance Booklet that may take a couple weeks to complete. After completing this Booklet, and dues and uniform fees have been paid, they will receive their uniform and handbook.

How much work is involved in the handbooks? This varies by child. For the Sparks curriculum, most children spend around 10 minutes per day working on their handbooks. The T&T curriculum takes a little more time. Some activities involve memorizing verses or books of the Bible and other activities involve praying for people, writing a missionary, obeying your parents, learning about flag rules, or going on a nature walk. The silver and gold sections in the T&T books are optional and earn extra credit awards.

How many sections per week in the handbook should my child do? Cubbie & T&T Clubbers complete one section per week. Those Clubs stay together on the same section. If your child has missed one or more weeks, they are welcome to make those up. Sparks Clubbers move through the program at their own pace. A handbook is designed to be completed in one year, however children work at different paces and may complete more or less verses in the year. There are special awards given at the end of the year for completing each handbook. If completing the handbook is your child's goal, generally they should expect to complete 2-3 sections/week in the handbook (for Sparks). Note that the "bring a guest" section in Sparks & T&T handbooks is a requirement to earn a book award and can be completed at any time in the year, but otherwise the books should be completed in order.

What if my child is not good at memorizing? Every child can be successful at Awana. Children work through the handbooks and receive encouragement from a caring adult while reciting their verses. The verses vary in length and are geared to the age of the Clubber. We offer songs to help the Clubbers

learn and other memorization tools. If your child needs special consideration, there are adaptations to the handbook that we can use. Please email us about alternatives at awana@ualc.org.

What if my child finished their handbook before the end of the year? If your child is in a grade higher than their book, they can move on to the next handbook. If your child is in the handbook for their grade, we have extra credit cards/activities that they can complete for additional awards.

How is Awana involved in mission? Clubbers learn about missionaries, and we have a coin-collection contest to donate to a kid-centered mission program.

Who do we contact for the missionary sections in the handbooks? Please see the Awana Secretaries for a list of missionaries from UALC. If you know other missionaries, you are welcome to contact them as well.

What is the Awana store? Clubbers in Sparks/T&T earn Awana Bucks in our program by wearing their uniform to Club, dressing for the theme, completing sections in their handbooks, bringing a friend, and if their team wins in Game Time. They can spend these Bucks at the Awana store 3 times a year. The store will be open before and after Club night and will have items for sale at different prices.

What if we miss a week? It is okay if you miss, and we don't hold meetings around Holidays (Thanksgiving, Christmas, or Ash Wednesday). Clubbers earn stickers, jewels, and patches for attendance, and it's easier for them to complete their handbooks if they have regular attendance. Work with your Clubber's Shepherd to catch up on missed verses.

What are the awards? Sparks Clubbers earn red and green jewels for handbook work and blue jewels for attendance. They will put these on a pin on their uniform. Additional review after completing the handbook will earn an extra patch and pin. Truth & Training Clubbers earn patches for completing sections of their handbooks. At the end of the year we have an Awards Night, at which children will receive participation certificates and ribbons or trophies for handbook completion. We encourage all parents and Clubbers to attend the Awards Night and celebrate the recipients.

What if my child loses their jewel, patch, or book? Replacements can be purchased for a small fee (see chart on page 12).

What is the Jamboree? The Jamboree is a carnival held after Awards Night to celebrate our year. We have lots of games, prizes, and a light supper. Clubbers will need an adult to attend the event with them and help them go to all of the game stations.

How can I get involved? Awana is run by volunteers just like you. Helping us run Club night is extremely rewarding. Our volunteer opportunities span a variety of responsibilities and time commitments. Activities can include listening to children say verses, helping with special events, setting up and tearing down, subbing for another Leader, praying for our ministry, and leading a 20 minute Large Group Time session. All volunteers 18 and older are required to have a background check and photo ID badge issued through our safeguarding children program. Teen volunteers are also welcome. Use the FYC Application link at ualc.org/awana to express interest in volunteering. You can also contact us at awana@ualc.org.

If the weather is bad, how will I know if Awana is cancelled? If either Hilliard City Schools or Upper Arlington Schools close early or cancel their school day or dismiss early due to inclement weather, we will not have Awana.

Do parents or other family members have to stay while their children participate during Awana? Cubbie parents must stay on site and Sparks and T&T parents do not. We encourage parents to help out with Awana Club night. The church nursery is available to Awana Volunteers, for your convenience.

What if I have another question? Please contact us at awana@ualc.org.

Resources for Parents

Check out www.awana.org for more tools and resources to assist your child. iTunes, Amazon Music, and Google Play Store also have albums and other resources to aid with scripture memorization. Calendars are available on our website at www.ualc.org/awana.

OOPS! I lost my ... and need a new one

Replacement Costs for Awana® Items

Entrance Booklet: \$0.50

Handbook: \$10.00

Uniform: \$15.00

Cubbies: Trail Patch\$1.50

Animal Patch...\$0.70

Sparks: Rank/Review Patch, Wings, Crown... \$1.50

Review Pin ... \$3.50

Jewel... \$0.25

Pin Back ... Free

T&T: Shield...\$2.00

Book Patch...\$0.50