

# **AWANA Information & Registration Packet**

Please read this packet and it's forms CAREFULLY!!!

## **All Clubs: Cubbies thru Journey meet on Wednesdays beginning September 14th! ...**

**Cubbies, Sparks and T&T** (pre-school thru 5<sup>th</sup> grades) **club is from 6:20 til 8:00 pm.**

**TREK and JOURNEY** (6<sup>th</sup> thru 12<sup>th</sup> grades) **club is from 6:00 until 7:00 pm.**

Youth Group from 7:00-8:30 pm for 6<sup>th</sup> thru 8<sup>th</sup>, & 7:00-9:00 pm for 9<sup>th</sup> thru 12<sup>th</sup>.

AWANA students not participating in Youth Group must be picked up at 7:00 pm.

### **IMPORTANT!**

**Anyone experiencing any illness should be symptom free for a minimum of 24 hours prior to attending club.**

#### **REGISTRATION FORM & FEE FORM:**

ALL are available ON-LINE for your convenience at [firste.org](http://firste.org) or in the info boxes in the church foyer.

Completed forms can be turned in to the AWANA Charter Secretary in one of the following ways:

- Mail to the church (4120 NE St. Johns Road, Vancouver WA 98661). If you wish to include your child's fees, make check payable to "FEC-AWANA".
- Drop off at the church between 8am and 4pm, Monday-Friday. (You may include club fee payment.)

**It is IMPERATIVE for the safety and well being of your child that we have your current contact information (email & phone number) at ALL times during the club year.**

Please contact the AWANA Charter Secretary at 360-356-5404, as soon as possible, if anything changes.

#### **FACEBOOK:**

In addition to our Ministry Director's weekly email, another way for you to stay up-to-date is to regularly check our FaceBook page: [www.facebook.com/FirstEvangelicalAwana](http://www.facebook.com/FirstEvangelicalAwana)

#### **VOLUNTEERS & STAFFING:**

If you can volunteer as a small group leader (in person or on-line), or in some other capacity, please let us know ASAP. **Space for children is totally dependent on having enough volunteers.** When we do not have space for more kids, we will initiate a Wait List. If you would like to help, please contact our Ministry Director, Dave Crawford, at 360-281-8702 or [djcrawford777@gmail.com](mailto:djcrawford777@gmail.com).

Ministry to children and youth ALWAYS involves flexibility, and everyone's safety is of the utmost importance to us. Our heart's desire is to safely maximize the Awana principles of a **highly relational and highly scriptural ministry** in the midst of difficult circumstances, along with our goal of providing a place where children and youth can have fun and know they are loved. We are grateful for your understanding and support and covet your prayers as we move forward with the AWANA Club year!!

**PRINT CLEARLY! A Parent or Legal Guardian MUST sign this form in order for child(ren) to participate in the FEC AWANA Program.**

**Cubbies:** 3 & 4 year olds (must be 3 or 4 by Sept. 1) // **Sparks:** K ~ 2<sup>nd</sup> grades // **T&T:** 3<sup>rd</sup> ~ 5<sup>th</sup> grades  
**TREK:** 6<sup>th</sup> - 8<sup>th</sup> grades // **JOURNEY:** 9<sup>th</sup> - 12<sup>th</sup> grades

Name \_\_\_\_\_ Grade \_\_\_\_ Age \_\_ Birth Date \_\_\_\_\_ Sex: M or F

School \_\_\_\_\_ Medical/Special needs info \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_ Age \_\_ Birth Date \_\_\_\_\_ Sex: M or F

School \_\_\_\_\_ Medical/Special needs info \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_ Age \_\_ Birth Date \_\_\_\_\_ Sex: M or F

School \_\_\_\_\_ Medical/Special needs info \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_ Age \_\_ Birth Date \_\_\_\_\_ Sex: M or F

School \_\_\_\_\_ Medical/Special needs info \_\_\_\_\_

Please list any instructions for EACH child that would be helpful information for our staff; including allergies/ ADHD/physical limitations /other health issues, custody information , medications, etc. Attach a separate page if needed.

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Parent/Guardian Name (s) \_\_\_\_\_

EMAIL Address: \_\_\_\_\_ (Used by staff for AWANA contact/info ONLY)

MEDICAL INSURANCE CARRIER for above named child(ren): \_\_\_\_\_ Home Church: \_\_\_\_\_

**EMERGENCY CONTACT (in event you cannot be reached, this is person or persons with whom child(ren) may be sent home):**

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_ Phone: \_\_\_\_\_

**AUTHORIZATION TO PARTICIPATE:**

- I hereby give permission for my child(ren) to participate in all AWANA club night activities.
- I have read, understand and agree to abide by the all of the Policies and Procedures as set forth in this packet.
- I understand that photographs and videos of my child **MAY** be taken while at this activity/event and will allow them to be used in any 1<sup>ST</sup> EVANGELICAL CHURCH publications. I understand that publication of these photographs and videos may be accomplished in print or electronically via the internet, and that after publication the church will be unable to prevent persons from gaining access to and subsequently using, altering, or republishing them without my consent. I waive any claim for damages against the church from such use, alteration, or republication of these photographs and videos by third parties.
- **Emergency Medical Authorization:** I hereby give the leadership of 1<sup>ST</sup> EVANGELICAL CHURCH my permission as a parent/legal guardian to authorize emergency medical, dental, or surgical treatment in the event that I cannot be reached. I understand that my medical insurance is the primary carrier for my child(ren).

**Parent/Legal Guardian Name:** \_\_\_\_\_

PRINT: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# AWANA CLUB FEES

**FOR EACH CLUBBER:**

	<u>Cubbie</u>	<u>Sparks</u>	<u>T&amp;T</u>	<u>Trek</u>	<u>Journey</u>
Dues =	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Book =	15.00	15.00	15.00	15.00	25.00
<i>Total dues &amp; book =</i>	<i>\$40.00</i>	<i>\$40.00</i>	<i>\$40.00</i>	<i>\$40.00</i>	<i>\$50.00</i>

**ADD uniform ONLY IF NEEDED (\*Uniforms are optional for Trek and Journey\*):**

Uniform =	\$15.00	\$15.00	\$30.00	(* \$20)	(* \$20)
<i>Total w/uniform =</i>	<i>\$ 55.00</i>	<i>\$ 55.00</i>	<i>\$ 70.00</i>	<i>\$ 60.00</i>	<i>\$ 70.00</i>

**OPTIONAL: Cubbies/Sparks Book Bag – T&T/Trek/Journey Sling Bag + ADD ONLY IF WANTED:**

Book/Sling Bag =	\$10.00	\$10.00	\$20.00	\$20.00	\$20.00
<i>Total adding bag =</i>	<i>\$ 65.00</i>	<i>\$ 65.00</i>	<i>\$ 90.00</i>	<i>\$ 80.00</i>	<i>\$ 90.00</i>

.....

**Please COMPLETE the information below for your family:**

Clubbers Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Clubbers Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Clubbers Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Clubbers Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Clubbers Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Clubbers Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Amount Due: \_\_\_\_\_

Total Amount Due = \$ \_\_\_\_\_ (Enclose this form with your payment, please.)

Payable by: **CASH** (exact amount please as we are unable to make change) **OR**  
**CHECK** (make check out to "**FEC-AWANA**" & include **check number** on this form)

Please contact Paula Carter (AWANA Charter Secretary) at 360-356-5405 (text or call) or [pau5crt@msn.com](mailto:pau5crt@msn.com) (email) to make payment arrangements if unable to pay all at once, or if you need financial assistance.

Payment may be mailed to the church (Attention: AWANA Secretary), or dropped off at the church office on club night or Sunday mornings.

# ATTENDANCE POLICY

Our desire is to have all who want to do so participate, but in some clubs we may be limited to the number of children we can accommodate.

In the past, we have held space (sometimes for the entire year) for children who only attend once in awhile (some not at all after the first couple of club nights) and their parents do not inform us as to the reason they no longer attend on a regular basis, nor do they respond to repeated attempts to contact them.

We understand the need to miss club, especially due to illness or unforeseen circumstances. If your child will not be at club for more than one club night, we ask that you contact your child's leader or club director, or our Charter Secretary (who is in the church office each club night) Paula Carter (360-356-5404).



**In the event your child misses three (3) club nights in a row, with NO communication to your child's club director or the Charter Secretary; we will open your child's spot to a waiting child, and will move yours to the Wait List.**

Please know that we will make every effort to contact you **BEFORE** putting your child on a Wait List for non-attendance.

Thank you for your understanding in this regard.  
Should you have any questions, please contact our Charter Secretary.



## Parent Guide

AWANA is an acronym for Approved Workmen Are Not Ashamed. This is taken from II Timothy 2:15, "Be diligent to present yourself approved to God, a worker who does not need to be ashamed, rightly dividing the Word of Truth." Its goal is to reach boys and girls with the Gospel of Christ and train them to serve Him. Thus the purpose of AWANA is twofold...EVANGELISM and DISCIPLESHIP. Evangelism—to draw boys and girls from the community into the club ministry where they may hear the gospel and accept Christ as Savior. Discipleship—to prepare clubbers to help fulfill the Great Commission through outreach to the lost, service to the local church and development of leadership qualities.

**REGISTRATION:** In order to participate in AWANA, parents or legal guardians **MUST** register (for on-line or in person participation) and **sign** each of three forms for each child **EVERY** year so records and emergency data is current. (Further pertinent info is part of the **REGISTRATION PACKET**.) If in person clubs are full, the date the registration is received by the AWANA Charter Secretary is used (along with other information) to determine the order on the waiting list; and the child will be put in an on-line group until space becomes available. Registration forms are available in the church foyer, AND on-line at [firste.org](http://firste.org). Information on these forms **WILL NOT** be released to anyone other than AWANA volunteers, church staff, or emergency medical personnel.

**ATTENDANCE POLICY:** Our desire is to have all who want to do so, participate in our AWANA program. However, in some clubs we may be limited to the number of children we can accommodate. In the past, we have held space (sometimes for the entire year) for children who only attend once in a while (some not at all after the first couple of club nights) and their parents do not inform us as to the reason they no longer attend on a regular basis, nor do they respond to repeated attempts to contact them. We understand the need to miss club, especially due to illness or unforeseen circumstances. If your child will not be at club for more than one club night, we ask that you contact your child's leader or club director, or our Charter Secretary (Paula Carter 360-356-5404) who is in the church office each club night. **In the event your child misses three (3) club nights in a row with NO communication to your child's AWANA leaders AND there is a Wait List in your child's club: we will open your child's spot to the next waiting child and move yours to the Wait List.** Please know that we will make every effort to contact you **BEFORE** putting your child on a Wait List for non-attendance.

**TIME:** AWANA clubs meet on **WEDNESDAYS** beginning the week after Labor Day week, and continue thru Awards Night which is usually the first Wednesday in May. Cubbies, Sparks and **T&T (ages 3 thru 5<sup>th</sup> grades)** meet from 6:20 til 8:00 pm. Middle School (6<sup>th</sup>-8<sup>th</sup>) & High School (9<sup>th</sup>-12<sup>th</sup>) students meet from 6:00-7:00 pm on; they are dismissed at 7 pm so they may participate in the church's youth ministries, OR you may pick them up at 7 pm. **Please have your children at the church 10 minutes before club begins, to allow them time to check in at the appropriate secretaries' table, and pick them up PROMPTLY at the end.** Cubbies, Sparks, and T&T must be picked up **INSIDE THE BUILDING** at their designated locations.

**CONTENT:** In person meetings are divided into 3 sections: **GAME TIME** – playing games on the unique AWANA game circle gives clubbers fun time, exercise, and helps build good sportsmanship. **SMALL GROUP (handbook) TIME** – clubbers study and progress through age-appropriate handbooks by memorizing and demonstrating an understanding of Bible passages. **LARGE GROUP TIME** – is a Bible lesson, but it also includes recognition of achievement and presentation of awards.

**EXPECTATIONS:** On average, children will be adequately prepared for club if he/she spends 10 minutes per day in their handbook. You, like all parents, are busy. However, to be successful, make study time a priority for both of you. Clubbers participating at the church should be in proper uniform and appropriate clothing for all activities, and should wear athletic shoes. They should be on time, and check in **BEFORE** 6:20 pm. They should be ready and willing to participate in all sections of the club program; bring his/her Bible, handbook, and a friend whenever possible; come to attention whenever a leader gives the five-count and not count with the leader. (The 5 count is a signal given by a leader who counts aloud to 5 to give clubbers enough time to settle.) Children should be ready to recite at least 1 or 2 sections (a segment of material to be memorized, usually 2 or 3 Bibles verses and/or brief quizzes or puzzles designed to test Bible knowledge and understanding) each week. They should be courteous and study quietly while other clubbers recite; not expect to take restroom and water fountain breaks during club activities, except Cubbies; not run in the church or parking lot except during supervised game time; be

dropped off and picked up inside; AND be prepared for fun!! Obviously, your child should not come to club if they have a cold or other symptoms that would be contagious to others. Cubbie and Sparks parents should initial handbook sections so leaders know what section the clubber is prepared to recite. NOTE: **Continuous disruption of a club meeting by any clubber may result in the child being sent home. Parents will be contacted and the clubber will be welcomed back the following week.**

**COSTS:** **We do not want financial difficulties to be a road block to a child's participation in AWANA.** If any or all of the following costs for dues, books or uniforms are a financial hardship for your family, please contact our AWANA Charter Secretary, Paula Carter. (The Charter Secretary is located at the window to the church office every club night. You may also call/text her at 360-356-5405, or email her at pau5crt@msn.com.

Dues are \$25.00 per child per year, & are due at registration if possible. Dues are used to supplement the cost of running club each week, purchasing awards, etc. In addition, each clubber is required to have a handbook & uniform if applicable. At this time, Cubbies/Sparks/T&T/Trek books are \$15; & Journey books are \$25. Uniforms: Cubbies (3 & 4 yr olds) = \$15; Sparks (K-2<sup>nd</sup> grades) = \$15; T&T (3<sup>rd</sup>-5<sup>th</sup> grades) = \$30; Trek & Journey (6<sup>th</sup>-12<sup>th</sup> grades) are optional = \$20. Other optional items such as Cubbie/Sparks book bags (\$10) and T&T/Trek/Journey Sling backpacks (\$20) are also available. See the Charter Secretary for these items. Other reasonable participation costs may occasionally be charged for some special activities related to, but outside of the regular AWANA program, and parents may be asked to assist with transportation for these activities.

**AWANA BUCKS:** One AWANA dollar, for use in the AWANA store, is given to Sparks and T&T clubbers for each of the following - coming to club in uniform with their book and Bible; attending church or Sunday school; participating in special theme nights; and completing sections in their book. Sparks and T&T bucks are NOT interchangeable and only current year bucks are accepted at store. Store nights are held once each quarter and are announced in advance in the weekly AWANA Newsletter and Ministry Director's weekly email.

**ACHIEVEMENT:** New clubbers receive an entrance booklet with 6 or 7 sections that teach Bible truths and introduce the clubber to AWANA. Each club has its own entrance test booklet. **When a clubber passes the entrance test, he/she will receive their first handbook and uniform.** Clubbers work their way through the book sections to achieve their rank; after which they work on Bible drills and other activities. Sections must be done in order with the exception of some activities, which may be done at any time. Putting off activities and sections until the end of the AWANA year might jeopardize their receiving awards or moving up in rank. Students in the 3<sup>rd</sup> thru 12<sup>th</sup> grades are eligible to attend PUGET SOUND CAMP held in the summer **if** they complete their book each year.

**COMMUNICATION:** In an effort to keep parents informed, a newsletter, with announcements and upcoming events, is sent home with clubbers each week. More importantly, parents should become familiar with their child's handbook group leader, and know his/her name and phone number. If you have questions about anything your child has told you about AWANA, or if there is a problem, **FIRST** call your child's leader. Then, if you are still not satisfied, call, **in the following order:** your child's club director; or our Ministry Director, Dave Crawford at 360-281-8702, or email = [djrcrawford777@gmail.com](mailto:djcrawford777@gmail.com).

**SPECIAL NOTE:** Thank you for allowing your child to participate in FEC's AWANA program. We trust that he/she will have a great time and will want to attend on a regular basis all year. The Bible says in Proverbs 22:6, "Train up a child in the way he should go and when he is old he will not depart from it." Realizing that today children are confronted with more difficult decisions than ever before, AWANA's Bible-based program seeks to establish them on a firm Biblical foundation which will provide direction for their daily relationship with God and to build good relationships with others. Encouraging your child to attend club regularly, assisting in preparation for handbook time, and showing interest in each achievement will help us meet these goals. Parents are encouraged to join all AWANA activities; talk with us about any special concerns you may have; invited to visit club meetings at any time; and volunteer! If you would like to help, please contact our Ministry Director, Dave Crawford, or your child's Club Director (they are usually wearing yellow AWANA shirts on Wednesday nights).

We at First Evangelical Church count it a privilege to serve you and your children. Please know that you are in our prayers throughout the year. We are excited to see what our Lord Jesus has in store for us this year!

