



Tucson Baptist Church Awana Club

Parent Guidebook





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1. Welcome from the Awana Commander

Awana is a ministry like no other! While a lot of programs fade over time, lose the luster of their glory days, Awana is just as vibrant and effective as it has ever been. With a world today that tolerates, even glorifies a sinful lifestyle, and the enemy of God destroying more and more families each day, Awana has never been more needful. It fulfills God's plan for growing and building His church; disciples making disciples who make more disciples. That is what Awana is to its core, a child discipleship program. I meet adults all the time who hear the name Awana and have fond memories of a time in their youth where they donned that special uniform, saluted the Awana flag, sang the words to that ole Awana song, and above all, learned to be an approved workman that is not ashamed!



Thank you for valuing the importance of the Awana program and having your family be involved in our upcoming club year. God promises in Isaiah 55:11, ***"So shall my word be that goeth forth out of my mouth: it shall not return unto me void, but it shall accomplish that which I please, and it shall prosper in the thing whereto I sent it."*** I look forward to the spiritual prosperity you and your child will experience as our clubbers take this year to study His Word. Thank you for entrusting us with this great privilege to come alongside you and disciple the heart of your child. I hope this guidebook is a helpful resource.

Daniel Taylor – TBC Awana Club Commander



2. Introduction to Awana

Awana is a nonprofit organization that provides churches and ministries around the world with Bible-based solutions to evangelize and disciple children/students ages 2-18. For more than seven decades, Awana has impacted the lives of millions by upholding their three unique distinctives; Reach Kids, Equip Leaders and Change the World. For more information, please visit www.awana.org.

**Approved
Workmen
Are
Not
Ashamed**

3. Awana at Tucson Baptist Church

a. General

Tucson Baptist Church started running Awana in 2010 and has seen steady growth and tremendous success through the years. For more parent resources not found in this guidebook, please visit the TBC Awana Club web page at <https://www.tucsonbaptist.com/ministries/awana>.



Follow “**Tucson Baptist Awana Club**” on Facebook for exciting photos and announcements of club events!

TBC Awana Club accommodates children 2yrs – 6th grade, divided into four smaller club units:

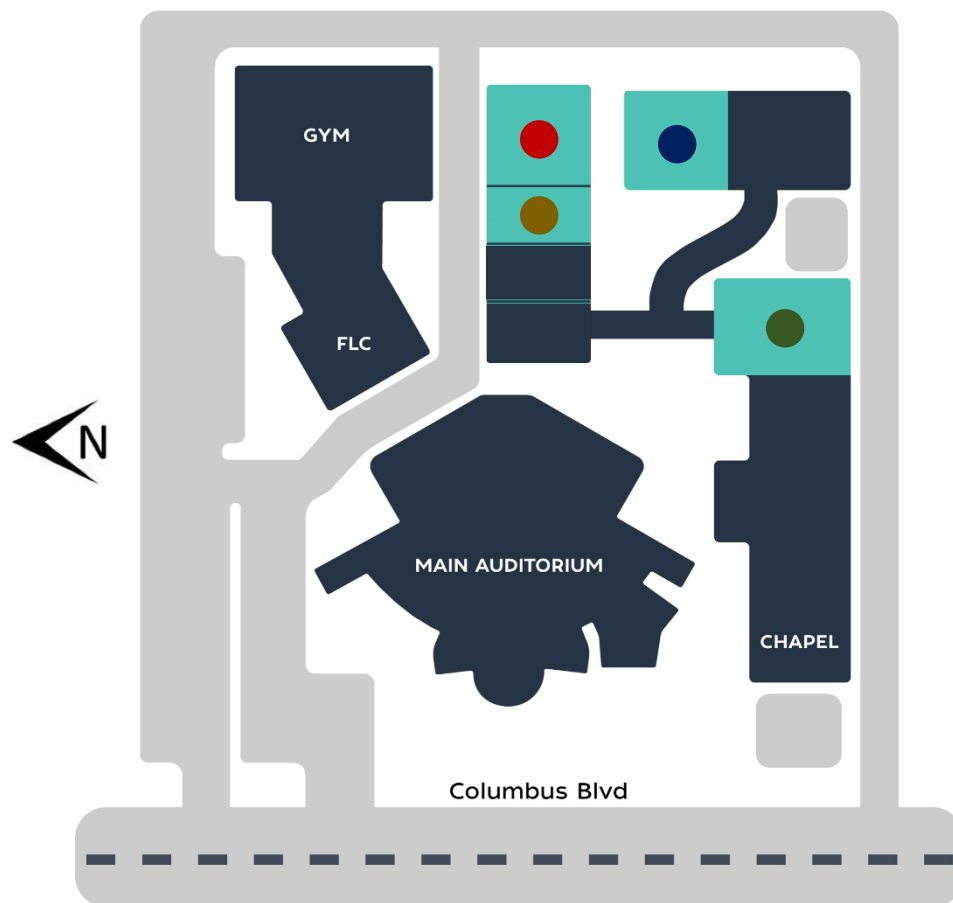


b. When and Where We Meet

When: TBC Awana Club meets most Sunday nights during the school year from 5:00pm – 6:30pm. The most current club calendar can be obtained from the TBC Awana Club web page listed above.

Where: Tucson Baptist Church is located at **1525 S Columbus Boulevard, Tucson, AZ 85711.**

Club locations on campus are as follows:



CLUB	MAP ICON
Puggles (2 years)	
Cubbies (3 – 4 years)	
Sparks (Kinder – 2 nd grade)	
T&T (3 rd – 6 th grade)	

c. Fees and Materials Cost

Puggles

Annual Registration Fee	\$15.00
Uniform	\$5.00
Handbook	<i>Included in Registration Fee</i>

Cubbies, Sparks and T&T

Annual Registration Fee	\$30.00
Uniform	\$15.00
Handbook	\$15.00

Registration Fees cover club events, awards, misc. supplies and administration fees. All fees and costs not paid during the registration process are due three weeks after the date of registration, using the Awana Payment Form, or cash or check (payable to Tucson Baptist Church) during club nights. Uniforms, handbooks, and awards may be withheld from clubbers who have not paid their Registration Fee.

Discount Code!

If registering 3 or more children at a time, use the discount code **"THREEPLUS"** to receive a 25% discount!

Note: Multiple families cannot combine registration to receive a discount. Parents who use the code for less than 3 children will still be responsible for full payment.

Mid-End Year Cost Reductions

If registering during the 2nd semester (Jan – May): Registration Fees are reduced to \$10.00 for Puggles and \$20.00 for all other clubs. Clubbers may still purchase materials and receive awards.

If registering during the 4th quarter (8 or less club nights left in the year): \$5 Admin Fee Only (All Clubs) - A cost savings option for late-year registrations which allows for parents to purchase materials, however clubbers would not be eligible to receive awards.

d. Our Team of Volunteers

We do not take lightly the privilege and responsibility to come alongside you in the spiritual development of your children. It is one of our highest priorities to provide a safe and nurturing environment where each precious child can grow in their personal walk with God. The following are requirements for all TBC Awana Club volunteers:

- Be an active adult member of Tucson Baptist Church
- Undergo a criminal background check
- Complete TBC Awana Club Volunteer training



4. PUGGLES: 2 year olds

Overview

Puggles is the introductory program for children 2 years of age where they are introduced to Biblical truths in a fun and age appropriate way. Though no scripture memorization occurs just yet for these precious little ones, they will learn so much about God and His love for us!

Diapers, Changing and Potty-Training – Please send adequate supplies (diapers, wipes, creams, change of clothes, etc.) each night with your child to last through the evening. Church supplies may not be available. If you are starting to potty-train your child and would like Puggles workers to encourage restroom visits for your child, please inform the Puggles Director. For the safety of your child, only female Awana volunteers will perform diaper changes or provide restroom assistance.

Characters



Puggles



Sydney



Alice



Maya

Handbook

Puggles will work through a coloring and activity book throughout the year. These books will not go home each night and be kept by the Puggles Director each week. At the end of the club year, all clubbers will then receive their handbook to keep.



Uniform

All Puggles wear a T-shirt style uniform as seen in the picture on the right.



Awards

Since Puggles do not complete scripture memorization, official Awana section awards are not issued, however Puggles may receive other fun prizes and rewards throughout the year.

5. CUBBIES: 3 – 4 year olds

Overview

Cubbies is a two-year program for children 3 to 4 years' old (must turn 3 before September 1 to enter) where they will develop a love and respect for God, His Son and His Word (the Bible). Each night Cubbies will enjoy a Bible story, arts & crafts, sing-along songs, and some physical activity on our playground or in their club room. Cubbies also begin their scripture memorization journey with a weekly memory verse requirement (short or long options available to choose from). You will be amazed in the growth you see in your child during their time in the Cubbies club!

Toilet Training – If your child is not fully toilet trained, please inform the Cubbies Director to discuss what will take place if your child has an accident. Cubbies workers do not perform diaper checks during club nights, and the room is not equipped with changing facilities. Parents may be required to remain on campus to come deal with accidents. In any event, if your child is not toilet trained, please be sure to send a bag with needed items (change of clothes, extra diapers/training pants, creams, etc.).

Characters



Cubbie Bear



Luvie Lamb



Katie Collie



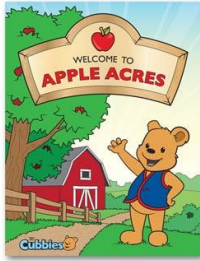
Timothy

Handbooks

All Cubbies progress through the same handbook at the same pace during the club year (Cubbies Director will issue calendars by semester), with each of the two Cubbies handbooks rotating out every other year. All Cubbies also complete the Entrance Booklet at the start of each club year. *Under the Apple Tree* sections are extra activities to engage your child in practical application of the lessons they have learned in the book. These sections are optional and do not need to be completed for the book award.

Parents – Please sign and date handbook sections when your child is able to recite the Bible verse from memory to alert Cubbies workers that your child is ready to complete that section during the club night.

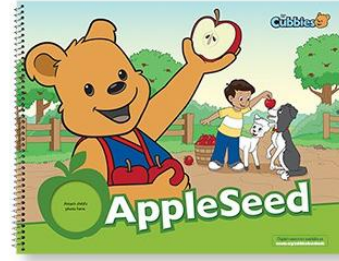
If a Cubbie falls behind in sections or starts mid-year, they may make up missed sections while also working through the scheduled sections of the entire club. Please notify the Cubbies Director if your child needs to make up missed sections.



Entrance Booklet
(every year)



HoneyComb Handbook
(every even numbered starting year)



AppleSeed Handbook
(every odd numbered starting year)

Uniform

The Cubbie uniform is a vest style, and the intended placement of achievement awards is shown in the picture to the right. The vest is earned after completing the Entrance Booklet the first time. Sizing will be performed by TBC Awana Club volunteers.

Cubbies workers will mark vests with the child's name and affix any earned awards emblems during the year.



Awards

Section Awards – Issued throughout the club year as earned			
	AppleSeed/HoneyComb Trail Emblem - Received after completing section 2 of the corresponding Handbook. Placed on vest.		Golden Apple Stickers - Earned by completing the optional Under the Apple Tree sections in Cubbies Handbooks. Placed in book.
	Green/Red Apple Achievement Emblems - Received through the year after certain section milestones are reached. Placed on vest.		Review Stickers - Earned by completing the optional Review sections (when available) in Cubbies Handbooks. Placed in book.
	Green/Red Apple Stickers - Earned by reciting the memory verse or phrase in each Entrance Booklet/Handbook section. Placed in book.		Special Day Stickers - Earned by completing the Special Day sections (if scheduled) in Cubbies Handbooks. Placed in book.
Book Awards – Issued at the end of the year if earned			
	AppleSeed Medallion - Earned by completing the AppleSeed Handbook.		HoneyComb Medallion - Earned by completing the HoneyComb Handbook.

6. SPARKS: Kinder – 2nd Grade

Overview

Sparks is a three-year program for children in Kindergarten to 2nd grade. Clubbers begin working through handbooks independently, which are centered around the people and events of the Bible. Nightly activities include dedicated handbook study time, Awana specific games in the gymnasium, and a Bible themed lesson or activity. Sparks clubbers will begin to put their faith into action through the many practical activities found in their handbooks and grow in their knowledge of the Bible!

Characters



Sparky



Chloe, Jacob and Joel

Handbooks

All Sparks clubbers must complete the Entrance Booklet upon first entry to the club, regardless of the grade at time of entry. The Sparks Entrance Booklet is only completed once. Sparks clubbers will then begin progression through the handbooks in order, starting with Book 1, at their own pace. Sparks clubbers who do not finish a book during the course of a year may pick-up where they left off if continuing in Sparks the next year.

Kindergarten may not proceed past Book 1; First grade may not proceed past Book 2.



Entrance Booklet – Flight 3:16



HangGlider – Book 1



WingRunner – Book 2



SkyStormer – Book 3

Extra Credit Books – Sparks clubbers who complete their handbook early in the year may choose to purchase the optional extra credit book (Frequent Flyer) for \$10 each for additional sections which, if completed, earn prestigious awards that can be displayed on their vest, that few clubbers ever earn.

Frequent Flyers are optional and completion is not required to earn the book award.



HangGlider Frequent Flyer



WingRunner Frequent Flyer



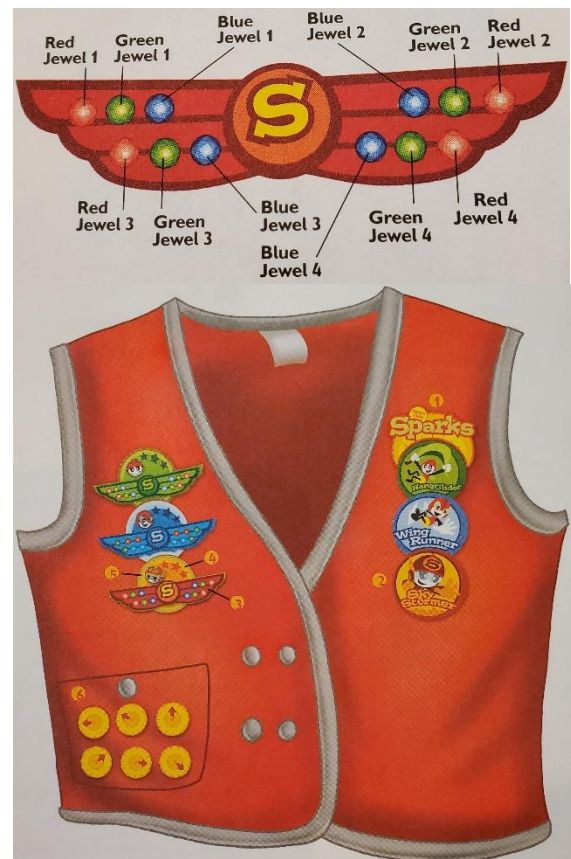
SkyStormer Frequent Flyer

Uniform

The Sparks uniform is a vest style, and the intended placement of achievement awards is shown in the pictures to the right. The vest is earned after completing the Entrance Booklet. Sizing will be performed by TBC Awana Club volunteers with the intent to have the vest last the clubber the duration of their time in the Sparks club (Kindergartners may receive a vest one size up to allow for growth).

The emblem awards can be affixed by sewing, iron-on, or using the double-sided adhesive provided by TBC Awana Club. The colored jewels should be inserted into the wings as shown. See a Sparks volunteer if help is needed.

Note: The church attendance emblems (gold circles with small red arrows) shown in the picture on the lower vest pocket are not issued by TBC Awana Club.



Awards

Section Awards – Issued throughout the club year as earned	
 Pilot Wings – Earned after completing the first colored jewel section in the Sparks Handbooks.	 HG/WR/SS Emblems - Earned by completing the Rank sections in the Sparks Handbooks.
 Red/Green Achievement Jewels - Earned after completing each colored jewel section in the Sparks Handbooks.	 Book Review Emblems - Earned by completing the extra credit Book Review section.
 Blue Achievement Jewels - Earned quarterly by attending at least 50% of the club nights (held until Wings have been earned).	 Frequent Flyer Pins - Earned by completing the extra credit Frequent Flyer booklet (excluding "Parent Cards").
Book Awards – Issued at the end of the year if earned	
 First Book Medallion – Earned by completing the first Sparks handbook.	 Second Book Medallion - Earned by completing the first two Sparks handbooks.
 Sparky Award - Earned by completing all three Sparks handbooks, and is the most prestigious award that is given in the Sparks club.	

7. TRUTH & TRAINING (T&T): 3rd – 6th Grade

Overview

T&T is a four-year program for children in 3rd to 6th grade. The four T&T handbooks work together to teach foundational Christian doctrines including the character and nature of God, the structure and sequence of the Bible, the redemption narrative, and key practices for followers of Jesus Christ. Nightly activities include dedicated handbook study time, Awana specific games in the gymnasium, and a Bible themed lesson or activity. T&T clubbers will build healthy Bible study and devotion habits that will help them the rest of their lives!

Characters

T&T Clubbers will meet multiple “T&T Super Agents” through the course of the four handbooks.

	RED TEAM: These fast moving pilots transport the Super Agents around Rader City in a flash. Although these Super Agents are quick to jump in to trouble, they are fearless witnesses of Jesus.		GREEN TEAM: Need a mystery solved? Call the Green Team! The Green Team is relentless about the truth and love solving Rader City's mysteries. They take a light-hearted view of life and bring laughter when times are tough.
	BLUE TEAM: These leaders love to strategize how to solve problems. Though they can sometimes be head-strong, they are faithful and courageous.		YELLOW TEAM: This group of scientists and inventors are always tinkering and making new gadgets. Although nervous in the field while away from their labs, their gadgets come through in a pinch.

Handbooks

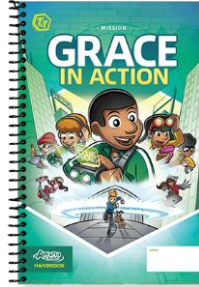
All T&T clubbers must complete the Entrance Booklet upon first entry to the club, regardless of the grade at time of entry. The T&T Entrance Booklet is only completed once. T&T clubbers will then begin progression through the handbooks in order, starting with Book 1, at their own pace. T&T clubbers who do not finish a book during the course of a year may pick-up where they left off if continuing in T&T the next year.

Third grade may not proceed past Book 1; Fourth grade past Book 2, or Fifth grade past Book 3.

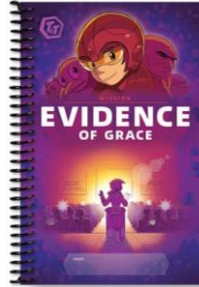
Note: The Awana® corporation does not number the T&T Handbooks 1-4 as pictured on the following page. This numbering system is unique to TBC Awana Clubs and is the determined progression for our specific club. All four handbooks are written at a 4th grade reading level.



Entrance Booklet –
Start Zone



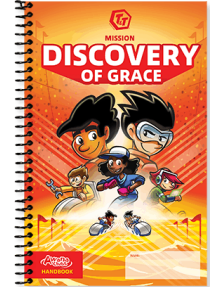
Grace in Action
Book 1



Evidence of Grace
Book 2

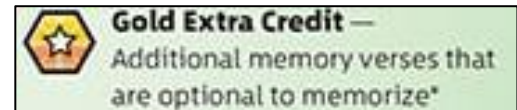
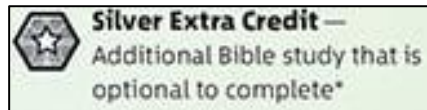
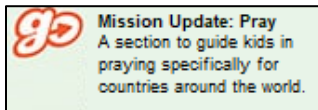


Agents of Grace
Book 3



Discover of Grace
Book 4

Optional Handbook Sections – The following are optional sections that may be found in one or more of the T&T Handbooks that are not required to receive the Book Award.



Note: Go Mission sections are not checked, recorded or awarded by TBC Awana Club and are purely at the discretion of the parent/child. Silver and Extra Credit sections may be completed if the normal handbook sections are completed before year end, and will be recorded and awarded accordingly.

Uniform

The T&T uniform is a jersey style, and the intended placement of achievement awards is shown in the picture to the right. The jersey is earned after completing the Entrance Booklet. Sizing will be performed by TBC Awana Club volunteers with the intent to have the jersey last at least 2 years if not more, however a new jersey may need to be purchased if your child experiences significant physical growth.

The emblem awards can be affixed by sewing, iron-on, or using the double-sided adhesive provided by TBC Awana Club.



Awards

Section Awards – *Issued throughout the club year as earned*



T&T Discovery Emblems -

Received through the year after certain section milestones are reached.



Silver/Gold Extra Credit Emblems –

Earned by completing Silver and Gold extra credit sections in the T&T Handbooks.

Book Awards – *Issued at the end of the year if earned*



Alpha Award Medallion –

Earned by completing the first T&T Handbook.



Excellence Award Medallion –

Earned by completing the first two T&T Handbooks.



Challenge Award Medallion –

Earned by completing the first three T&T Handbooks.



Timothy Award –

Earned by completing all four T&T Handbooks, and is not only the highest and most prestigious award of the T&T club, but that of the entire TBC Awana Club as well. The Timothy Award represents a lot of hard work, discipline and faithfulness.

8. The Role of the Parent



A successful Awana year depends just as much on the parent as it does the child. Awana is an amazing opportunity to engage with your children on a weekly basis in Biblical content and could even serve as a way of conducting family devotions. If you are a parent or a guardian of an Awana clubber, be involved! The children who have the best experience in Awana are those whose parents are right beside them in every step of the journey. Here are a few specific ways you can help your child through the year:

- Keep uniforms & handbooks in a location at home where they will be easy to find and damage free
- Arrive on time to Awana club with all required materials and ready to complete sections
- Develop a schedule to ensure handbook completion by year-end, and monitor progress through the year



Deuteronomy 6:7 – “*And thou shalt teach them diligently unto thy children, and shalt talk of them when thou sittest in thine house, and when thou walkest by the way, and when thou liest down, and when thou risest up.*”



9. General Rules and Expectations

The intent of the TBC Awana Club is to be a structured environment where time is effectively spent in study of the Bible, spiritual growth and application, and relationship building & teamwork. The following rules and guidelines are designed to help children have the safest and most productive experience in our Awana club. As a parent or guardian, we ask that you help your children understand and abide by these expectations.

CLUBBER BEHAVIOR

- Clubbers shall follow all verbal and written instructions from any TBC Awana Club volunteer or Pastor immediately and respectfully during all hours of club operation
- Clubbers shall treat one another with kindness, and shall refrain from bullying, harassment, name-calling, or any other unfriendly act against another child or volunteer
- Clubbers shall show honor and respect to the church buildings, facilities, equipment and resources. Clubbers should not leave any room or area in a worse condition than when they arrived and should not irresponsibly use or take church resources including utilities, materials and supplies.
- Physical attacks or violence against another clubber or adult is strictly prohibited and will be addressed swiftly and decisively
- Clubbers shall not bring toys, electronic devices or any other item which would be a distraction to themselves or their fellow clubbers
- Clubbers shall not bring weapons of any kind to the TBC Awana Club

PARENT EXPECTATIONS

- Parents should remain reachable at their emergency contact number during all hours of club operation. Alternate contact information should be provided when needed.
- Parents should be ready to pick-up their children in person promptly at 6:30pm. Siblings under the age of 18 should not be sent to pick up Awana clubbers. The Awana Commander or club Directors may begin contacting parents if clubbers are not picked up within 10 – 15 minutes.
- Parents should address complaints with the Awana Commander or club Director.

ATTENDANCE & CLUBBER STATUS

- If a clubber misses three consecutive club nights, the parent/guardian may receive a communication from the Awana Commander checking in on your child.
- If a clubber misses six consecutive club nights and the Awana Commander is not aware of the reason and/or there has been no response to a prior check-in, the clubber's status may be made inactive. Inactive clubbers may forfeit earned rewards and prizes not yet distributed to the child. Parents of inactive clubbers will be removed from text and email communications; however a text notification will be sent by the Awana Commander informing the parent regarding the change in active status of their child. Inactive clubbers can be reactivated by returning to Awana Club or through request by the parent/guardian.

FEES & MATERIALS

- Handbooks and Uniforms will not be issued until paid for. Section and Book awards will not be issued until registration fees are paid.

10. TBC Food Policy and Food Allergies

Tucson Baptist Church has instituted the following food policies for the safety and well-being of our members and visitors.

Homemade Food – Food items made or prepared at home may not be brought or served on the church premises, including cupcakes, cakes or other sweet treats to celebrate a special occasion. If you would like to send a snack or edible treat with your child to share with their classmates in celebration of a special event; store-bought, pre-packaged food may be allowed. Please obtain permission with the Awana Commander during a club night, or by emailing awana@tucsonbaptist.com.

Food Allergies – Parents are responsible for informing TBC Awana Club of any food allergies your child may have during registration or visitor check-in. While we will make every effort to protect your child from known allergies, we cannot guarantee a 100% exposure free environment as cross contamination may occur. Parents may provide alternate food items for their kids during special events where snacks are served which may contain an ingredient your child is allergic to.



11. Discipline

At times it may become necessary to provide correction and disciplinary action to clubbers who become disruptive or violate the rules and guidelines. TBC Awana Club volunteers will work to quickly identify problems and help resolve them in a way that is befitting a nurturing environment in a church setting. TBC Awana Club volunteers are strictly prohibited from using corporal discipline, even if a parent says it is okay. If you or your child becomes aware of such, please report it immediately to the Awana Commander or member of the TBC pastoral staff.

While our TBC Awana Club volunteers are capable of addressing normal behavior issues that are common in classroom type settings, serious or repeated offenses will cause for the parent to be contacted and a discussion with the Commander or club Director to occur. Unwillingness on the part of the clubber or the parent to address and correct poor behavior may result in more severe action, up to and including suspensions and expulsions.

Physical Violence – Any physical attack by a clubber on another child or adult will immediately result in no less than a 1-week suspension. If the attack is serious or egregious in nature, or is a repeated offense, extended suspension or expulsion will occur.

Refunds of fees will not be given in instances where suspensions or expulsions are enforced.

12. Safety

The safety and well-being of our clubbers is a top priority! Children thrive best in a learning environment where they feel safe and secure, and we want to do our absolute best to protect each precious child from both internal and external dangers. Some of our current safety protocols include, but are not limited to:



- Mandatory background checks on all volunteers
- Mandatory training for all new volunteers
- Access controlled entry points to campus
- Lockdown devices on main building doors
- Presence of volunteer security members

13. Visitors

Our Awana club gladly welcomes visitors and encourages our clubbers to bring friends to come and join the fun! It is our desire to provide visiting families and friends an open door to discover the Awana experience and see if our club is a good fit for them.

To allow our visitors sufficient time to check out our club, we allow for attendance of up to three nights with no cost and no obligation to sign up. However, we kindly ask that after a 3rd visit, continual attendance to our club come with official registration so that the child can fully benefit from all Awana has to offer.



Please note that visitors are unable to earn or purchase Awana uniforms, handbooks or awards, and may be exempt from certain member-only activities.



14. Resources

a. Awana Theme Verse

2 Timothy 2:15

“Study to shew thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth.”

b. Awana Flag 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**

c. Awana Theme Song

**Firmly Awana stands
Led by the Lord’s commands
Approved workmen are not ashamed
Boys and girls for His service claimed
Hail Awana! On the march for youth
Hail Awana! Holding forth the truth
Building lives on the Word of God
Awana stands!
Our Savior following with steps unfaltering
And love unaltering, His praise we sing
His banner over us, in service glorious
We’ll fight victorious for Christ our King!
YOUTH ON THE MARCH!**