



Parent Guide

2024-2025

CLUB DESCRIPTIONS



For boys and girls who are three years old by September 1st (and potty trained), and 4 & 5 year olds who are not in Kindergarten.



For boys and girls in Kindergarten, 1st & 2nd grades.



For boys and girls in 3rd, 4th & 5th grades.



For youth in 6th, 7th & 8th grades.



For youth in 9th, 10th, 11th & 12th grades.



CLUB NOTIFICATIONS

All club announcements, cancellations, etc. will be sent by either TEXT or EMAIL. You will indicate your preference on the registration form.

If you choose to receive TEXT messages, you will need to do the following in order to start receiving notifications:

Text the word **ALERT** to **22300**

MEAL

A meal will be available for all clubbers from 5:45pm-6:00pm.

TRANSPORTATION

- On the registration form you will need to indicate how your child will arrive and depart from club. Following is important information you need to know:

DROP-OFF / PICK-UP: For DROP-OFF you do not have to come inside with your child for check-in...you may drop them off at the door. **For PICK-UP you must come into the building and go to the child's classroom to pick them up. You will need to stay with your child during the check-out process.**

UNSUPERVISED RELEASE (6th—12th graders ONLY): Parent does not need to come inside for pick-up. Child will be allowed to check out and leave the building without a parent being present. Once your child has checked out of club and leaves the building, First Baptist Church will no longer be responsible for that child. *(If you have other children younger than 6th grade, you will still have to come inside to pick those children up.)*

WALK / RIDE BIKE: Child will be allowed to check out and leave the building after the final bell rings. Once they leave the building, First Baptist Church will no longer be responsible for that child.

RIDE CHURCH BUS: The church bus is available for those clubbers who need a ride to and from club.

DRIVE SELF: This option is for the teenagers who are old enough to drive themselves. Once they check out and leave the building, First Baptist Church will no longer be responsible for that child.

- **Once you have indicated your child's pick-up status, you will need to contact the Club Administrator if you wish to make a change.**



CLUBBER CHECK-IN

- **Doors will not be open for clubbers until 5:45pm.** If they arrive early, they will be required to wait outside.
- Once clubbers have entered the building and checked in, they will not be allowed to leave the building unless a registered parent/guardian comes inside to check them out.
- First Baptist Church covers the costs of Awana Club which allows us to offer this as a free ministry for our community. We do, however, ask clubbers to bring **25¢** dues each week if possible. (We welcome any additional donations to assist with club costs if you are so inclined to do so)
- Once club begins, the outside doors will be locked per our security procedures. Anyone arriving after that time will be admitted by a member of our Awana staff.

CLUBBER CHECK-OUT

- Doors will be unlocked at 7:35pm in preparation for check-out.
- **Club ends at 7:45pm. Parent or designated adult must COME INTO THE BUILDING to pick up and check out their child/children unless they have be registered to ride the bus, walk or ride bike, drive themselves, or as UNSUPERVISED RELEASE.**
- Parents will wait in the designated area (foyer) until the release bell rings at 7:45.
- You will need to go to each child's classroom to pick them up and then remain with them through the check-out process.
- Only the individuals listed on the registration form will be permitted to pick up your child. For this reason, you will need to be with your child/children for check-out and ALL family members need to check out and leave together.
- Clubbers will receive a sticker at check-out that they must wear on the back of their hand until after they exit the building. The color indicates their release status, which must be checked by our staff as they exit the building. If your child's status is PICK-UP, they cannot leave the building without you.

CELL PHONE POLICY

- All clubber cell phones will be collected upon check-in and placed in a ziplock bag with their name on it.
- Clubbers will pick up their phones during check-out.
- **There are NO exceptions to this rule.**



HANDBOOKS & VERSES

- Each clubber will receive a handbook which they will work through together in class.
- Awana Club emphasizes memorization and understanding of key Bible verses for clubbers to develop a Bible-based view of how to know and serve God.
- Each week the clubbers will be given a slip of paper with the verse they will need to memorize for the following week. Please help your child memorize their verse through-out the week ... this is how they earn awards. It's no fun for a child to watch other kids get awards and them not get one too!

DISCIPLINE

Our goal is to have fun while learning the Word of God, but we do also expect a level of control to make sure the evening runs smoothly. Therefore, we have a "3-count rule" in place if a clubber is disrespectful to our Leaders or other clubbers or shows a disruptive behavior:

- Count One: They will receive a verbal warning
- Count Two: They will be removed from the class activity and taken to speak with the Club Commander
- Count Three: Will be taken to the Commander again. It will be at the Commander's discretion whether or not to send the clubber home.

It will be at the Club Commander's discretion as to further actions, such as suspension from club for a period of time. The Commander will discuss this with the parents.

BUS DISCIPLINE POLICY

For those riding the bus the following rules will be in place if the clubber is acting out, being disruptive or disrespectful, using foul language or gestures, etc.:

- They will receive one warning. If the behavior continues, the parents will be called and the clubber will be suspended from riding the bus for one week.
- If there is a second incident, the clubber will be suspended from riding the bus for the remainder of the club year.



INCLEMENT WEATHER

If the Herington School District closes school due to inclement weather, Awana Club will be cancelled as well. If the school did not cancel, but there is a prediction of deteriorating weather conditions into the evening, we will make the decision to cancel by no later than 3:30pm that day. You will receive a notification via either TEXT or EMAIL (you will indicate your preference on the registration form). We will also keep our Facebook page updated with that information.

HEALTH & WELLNESS

In order to protect the health of our clubbers and Leaders, clubbers SHOULD NOT attend Awana if that have any of the following symptoms:

- Fever of 100 degrees or higher within the last 24 hours
- Vomiting or diarrhea within the last 24 hours
- Runny nose if accompanied by colored discharge
- Severe cough
- Any rash that is suspected to be contagious
- Any communicable disease (influenza, Covid, chicken pox) or infestation (such as lice)
- Any eye infection or drainage
- If your child has been prescribed an antibiotic, they must be on the antibiotic for a minimum of 24 hours before attending Awana.

If your child did not go to school that day, or was sent home they cannot come to Awana Club that night.

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CLUB CONTACT INFORMATION

Rana Zeller, Club Commander: 937-515-5528

Lisa Herpich, Club Administrator: 785-366-6464

Church phone: 785-258-3207

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