



# Westview Bible Church 2023-2024

## CLUBBER INFORMATION & GUIDELINES

Welcome to the 15<sup>th</sup> year of Awana®  
Clubs at Westview Bible Church!



We look forward to meeting and working with your children! Much effort has been put into developing policies and procedures to provide a safe and secure environment for your child. All leaders have been selected and trained to comply with those policies.

Our goal is to help boys and girls benefit spiritually, mentally, physically, and emotionally from each weekly club meeting. Our Awana® Club strives to maintain a positive, loving atmosphere in which spiritual learning is encouraged. In addition, important social skills such as sharing, listening, and relating to others are developed. Through the handbook achievements and awards, your child will gain a sense of accomplishment that leads to future success in all areas of life.

### PARENTAL INVOLVEMENT

As parents, you play a most important role in Awana®. Your child should prepare their handbook work and learn their Bible verses **at home in advance** of the club meeting. They need your encouragement and frequent reminders. A child who prepares for **ten minutes a day, every day**, will be able to complete the required sections each week and finish their handbook by the end of the club year. A schedule is provided to help Sparks and T&T clubbers. A non-reading child needs parental assistance and coaching in the Bible memory work.

### STARTING OUT AT AWANA®

Upon your child's first visit to Club, your child will be given an entrance booklet, the first step in the achievement progress. Two to three attendances of Club are necessary before your child can complete the entrance booklet and be entitled to join the Club. At that point, you must decide if your child will enroll in the Club program, pay the registration fee, and purchase the handbook and club uniform.

All clubs run on Sunday afternoon from 4:00 to 5:30pm (special dates and times are indicated in the Awana® brochure). Check-in begins at 3:45pm. For security reasons, **each child must check in**, even if they are late! This is also an important time, as many extra points can be earned towards their team total. *The weekly Awana® dollar is given to clubbers when they check in.*

All clubbers will be able to invite friends until we reach capacity. These points are earned towards their team total. Each night's winning team is awarded an extra Awana® Dollar, which your child can spend at the Awana® Store. **Please tape an envelope to the back of your child's handbook to hold their Awana® dollars.**

### WHEN YOU ARRIVE

When you arrive, please walk your Cubbie directly to Room the Cubbies room for **sign-in** and pre-opening activities. This is where you will pick up & **sign out** your child. All other Clubbers have check-in in the lobby and then proceed to the gym. Please assist your child in putting away their outdoor clothing and **sign them in**. Please ensure that your child has gone to the washroom. If you are unable to get to club on time, please wait at the back of the Gym until the Opening Ceremony is complete.

Awana® is a Bible-based Club, not merely a social club. Clubbers should come ready to Club meeting carrying their Bible, handbook and properly wearing their Club uniform and **non-marking running shoes**. A carrying bag is highly recommended to place your child's handbook, Bible, pencil, shoes, etc.

### PICKING UP YOUR CHILD

Please arrive on time to pickup your child. Ensure that you **sign out** your child before you leave. Sparks will be in the gym. T&T will be in the sanctuary. After 5:30pm there are no supervised activities to occupy your child. The gym must be clear by 5:45pm.

### VISITING OUR CLUB

Clubbers are always welcome to invite a friend to Awana®. Should your child bring a friend, please sign them in at the registration desk. Adults who wish to spend the afternoon with us must also sign-in at the reception table.

*We are very excited to have your child join us in the Awana® program. We look forward to seeing God enrich your child's life during this club season. Thank you, in advance for encouraging your child and helping them learn God's Word while working through their handbook. Every child that He gives us is a true blessing!*

Lester Loud  
Awana® Commander

### AWANA'S GOAL

***Reaching boys and girls with the Gospel of Christ and training them to serve Him.***

**Note:** Westview Bible Church is collecting and retaining personal information during registration for the purpose of enrolling your child in our programs, to assign the student to the appropriate classes, to develop and nurture ongoing relationships with you and your child, and to inform you of program updates and upcoming opportunities at our church. This information will be maintained permanently as it is a requirement of our insurance company and legal counsel. If you wish Westview Bible Church to limit the information collected, or to view your child's information, please contact us. [office@westviewmontreal.org](mailto:office@westviewmontreal.org)

# GUIDELINES

## PLEASE ENSURE YOUR CHILDREN UNDERSTAND THESE CLUB RULES.

The following guidelines will help you and your child understand Awana® Clubs expectations and procedures, and ensure that Club is a safe and enjoyable experience for them and all the other children

1. **ON YOUR BEST BEHAVIOUR, PLEASE!** Good behaviour is needed so children can have fun, learn well and avoid injuries. Good behaviour makes working with children a joy instead of a job. Each clubber will be informed of our rules and expectations, and appropriately corrected by our leaders when poor behaviour occurs.
2. **COVID-19:** Your child will be required to follow government & Westview COVID-19 guidelines to keep everyone safe. Do not bring your child to Awana if they show any [COVID-19 symptoms](#) or have been in close contact with anyone with COVID-19 symptoms. If your child is diagnosed with COVID-19, contact Lester Loud at 438-410-1623.
3. **ATTENDANCE:** Clubbers must be signed in and signed out each week. There are several attendance awards for consistent attendance at Club as well as going to church. So encourage your child to be there every week!
4. **ADULT ACCOMPANIMENT:** No clubber is to enter the church building or leave it unaccompanied by a parent, guardian or designated driver. They must be signed in and out with an adult. Please ensure your child NEVER leaves the church unaccompanied.
5. **WASHROOM:** Please ensure your child has used the washroom before Club starts. This will significantly reduce the disruption to Club activities. During club, for security reasons, all children must now be accompanied to the washroom.
6. **ALLERGY ALERT!** Due to numerous allergies we kindly ask that you refrain from sending any treats with your child. If your child has an allergy or other concern, please ensure that we know about it by filling out the registration form Allergy Section.
7. **SNACK TIME:** When food is being served at Club, we will strive to inform each parent/guardian ahead of time to ensure that we know of any special instructions for your child. Every effort is made to ensure that snacks are safe for all our clubbers.
8. **ILLNESS:** We want to provide a healthy environment. If you observe that your child has a fever, vomiting, discharge in or around the eyes, yellow or green runny nose, excessive coughing, diarrhea, questionable rash, sore throat, or any communicable disease, please do not bring them to club.  
  
If your child becomes ill while in our care, you will be notified promptly. Any prescription drugs should be presented at the check-in desk upon entry to the church.
9. **ON-LINE AWANA:** If your child is attending the on-line Awana meetings, we encourage parents to listen in so they can know what their children are learning.

### Simple Club Rules:

- Be a good listener  
(When a leader is speaking, please don't talk)
- Keep your hands to yourself
- Stay on or in your seat
- Share with love; don't be rude or selfish
- Be a peacemaker, do not fight
- Be respectful to all things and all people
- Be a cheerful participant (have fun!)

### Methods of Correction:

- 1<sup>st</sup> time** = Reminder of rules and how he/she should behave  
**2<sup>nd</sup> time** = Removal of a privilege  
**3<sup>rd</sup> time** = Club Leadership meets with Parent/Guardian to discuss proper means of discipline  
**4<sup>th</sup> time or Repeated Discipline Issues** = Suspension from Club activities for a set period of time