



2021 - 2022

Parent Handbook



Oil City Church of the Nazarene

814-676-9312

www.oilcitynaz.org

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Dear Awana Families,

We are glad you have chosen to have your child/children attend our Awana Club. Awana is FUN, with a purpose to reach boys and girls with the Gospel of Christ and train them to serve Him. Awana is a wonderful way for your child to grow deeper in their faith and knowledge of God. They will learn and memorize God's Word (and you will memorize a lot too)!

This Parent Handbook is designed to provide you with information about the ministry and to answer common questions most Parents ask. In order for your child to get the most out of Awana, he or she may need your help in memorizing verses and attending club regularly. Our prayer is that your child will experience spiritual and emotional growth while having fun through their involvement with our Awana program.

Please feel free to contact us if you have any questions or suggestions. We look forward to ministering to your child and pray it will be a positive experience for him or her. You can check our Facebook Page frequently for updates, specifics about upcoming activities and to see some photos and videos of happenings at Awana Club. You can also find detailed information about our church at: www.oilcitynaz.org.

Thank you for sharing your children with Oil City Nazarene Awana each week. There are lots of free parent resources at www.awana.org including things to keep the discipleship conversation going throughout the week. It is our prayer that your child will have fun, will grow in their relationship with Christ and become Approved Workmen who Are Not Ashamed!

Awana Leadership

Pastor – James Abenroth

Children's Director – George Tressler

Awana Director – Crystal Abenroth 719-459-1145 Cell

Awana Theme Verse

Do your best to present yourself to God as one approved, a worker who does not need to be ashamed and who correctly handles the word of truth. Timothy 2:15 (NIV)

Oil City Nazarene uses the New International Version (NIV) of the Bible all Awana materials.



Bring a Friend

Awana encourages others to spread the Good News of the Gospel of Christ to others. Clubbers are encouraged to invite friends to Awana. The friend does not have to have to be the same gender, age, or grade of a clubber. All friends are welcome.

Theme Nights

Theme nights are special times for our Clubbers and are designed to encourage club attendance. Theme nights also make meetings more fun! Special themes may include: crazy hair night, sdawkcab (backwards) night, pajama night, etc. You will be reminded of each event at least one week in advance.

What are Awana Clubs?

For over 60 years, Awana has been a leader in children's ministry, equipping churches and parents worldwide to raise children to know, love, and serve Jesus Christ.

Awana is a program for children 3 years old through 12th grade that incorporates Bible teaching and scripture memorization with tons of fun. This is our 1st year offering Awana Ministry at Oil City Church of the Nazarene. We know there will be opportunities to learn new and better ways of doing things and are always open to feedback.

The acronym Awana is derived from the first letters of "Approved workmen are not ashamed" as taken from 2 Timothy 2:15: "Do your best to present yourself to God as one approved, a worker who has no need to be ashamed, rightly handling the word of truth. The Awana program is based on the concept of children learning about God by learning God's Word in a regular and systematic manner. Each club has age-appropriate handbooks and are rewarded for remembering God's Word as they recite their verses with their club leaders on a weekly basis.

Think of Awana in this way: it's like a combination of scripture memory from Bible drills with the fun and excitement of VBS! Awana offers different clubs based on the age/grade of the children.



CUBBIES: designed for 3-5 year old's who have not entered Kindergarten. Classes are co-ed and use music, games, puppets and awards where fun and learning God's word go hand-in-hand

SPARKS: designed for entering Kindergarten through 2nd grade students. Boys and Girls go a step deeper into God's word while presenting them with regular opportunities to hear the Gospel and come to faith in Jesus Christ.

Truth & Training (T&T): engages 3rd graders through 6th graders by answering questions about God and the Bible, guiding them through this pivotal stage in their life to grow in God's grace. T&T boys and girls meet separately in small groups.

TREK: a program for Middle School students. This program challenges students to wrestle with the three most important questions they're asking in middle school. By allowing students to dive deep into the Scriptures and answer these questions for themselves we allow them to own their faith and discover what they believe.

JOURNEY: establishes high school students as lifelong disciples through a deep study of God's Word, mobilizing them to live with godly perspective and evident faith.

When & Where does Awana meet?

Awana is held Wednesdays 6:30-8:00pm. Please enter the building from the parking lot at the ramp entrance. Meeting times may change during holiday/special events. Notice will be given for time changes.

For security purposes, we ask that ALL children be checked in at Registration table by a parent/responsible party. Registration table is located immediately inside the entrance of the door. We start on time and end on time and appreciate timeliness of drop-off and pick-up.

Awana may be cancelled due to inclement weather. Our Facebook page is updated with such notices. Decisions about cancellations will be made by 3pm that Wednesday.

In Case of Emergency

If we need to evacuate the building or move the children to safety, we will move them as a group and communicate via Facebook for pick-up location.

What Happens at an Awana Club Night?

An Awana club night consists of 5 parts:

- Opening Time: Clubbers recite the pledge to the American and Christian flags, singing, and start off the evening with prayer.
- Large Group: In large group time, Clubbers come together, learn a Bible lesson or hear from a guest speaker. In our Awana Club, we seek to teach our Clubbers the Gospel message every week in large group, as well as ways to apply the truths of Scripture to daily life and gain tools for Biblical living.
- Small Group Time: All clubs dedicate time to Bible Scripture memorization and application using age-appropriate handbooks.
- Game Time: Sparks through Journey practice teamwork and good sportsmanship by competing in fun, organized games. Please have your children wear clothing appropriate for Game Time and Tennis. Shoes are required for your child's safety. (PLEASE: NO flip-flops, sandals, etc).
- Closing: We end the meeting by sharing announcements and prayer.

Awana Uniforms

Clubbers will wear a lanyard with name badge that clearly identifies their name and club. Leaders/Volunteers will wear a leader t-shirt and a lanyard with name badge that clearly identifies their name and title.

Awana Leaders/Volunteers

All Awana leaders/volunteers have completed a background check. If you are interested in volunteering in Awana, please speak to the Awana Director.

Cost of Awana

There is no registration fee for children to attend Awana. However, donations are welcome to help cover the costs of meals and supplies.

Awana Store/Awana Bucks

Clubbers have the opportunity to earn Awana Bucks each week (attendance, Bible, verse memorization, etc). These can then be spent at the Awana store to purchase items for themselves or gifts. Awana Stores will be held prior to the Christmas break and end of the year.

What We Expect from Parents/Guardians

- Always encourage your child.
- Help children to attend AWANA every week and to arrive on time, as consistency builds friendships, achievement, and self-discipline.
- Attend special events. Parents/guardians are always welcome and are encouraged to attend special events or volunteer during the year.
- If your child needs to be excused from participating in Game Time, please send a note to his/her leader; otherwise, your child will be expected to participate.
- Use the “school rule” for illness. Do not send children to club if running a temperature, throwing up, or have been sick in the last 24-hour period.
- Have a Bible available for children to use. If you do not have one, we have some available.

What We Expect from Clubbers

Follow all rules. Awana rules are for the safety and well-being of everyone.

- Be on time – Dinner starts at 6:30, Club starts at 7:00pm and ends at 8:00pm.
- Follow the instructions of your leaders.
- Wear tennis shoes. Children not in tennis shoes will not be allowed to participate during game time for their safety.
- Move quietly between rooms. Walk; do not run in the church (unless it is instructed during Game Time). Show respect for all church property as well as other’s property.
- Stay in your room unless a leader has given permission for you to leave.
- Treat others with respect - no swearing, fighting, hitting or pushing. Keep your hands, feet, and objects to yourself, at all times.
- Be responsible. Keep track of your books. Do not bring personal toys or electronic devices to Awana. Awana leaders and Oil City Nazarene Church will not be held responsible if these items come up missing. Any personal items brought will be collected at check-in and returned at the end of the night.

Discipline

Discipline is used to teach Christ-like behavior. In the event discipline is required, we have two procedures that will be used by all clubs, the 5-count and the 3-count. The 5-count is for all clubbers, while the 3-count is for an individual clubber. The 5-count and 3-count methods of disciplining are used in each club, which results in an organized and smooth-running club. Children are expected to behave according to club standards.

5-count

When a leader needs to get the attention of the clubbers to be still, quiet, and/or line up, he/she will raise their hand and count from 1 to 5. All clubbers need to stop talking immediately and be still.

3-count

If a child is disrespectful or disruptive to the club, the following procedure will occur:

- A “1” count will be given for the first offense.
- A “2” count will be given for the second offense, and the child will be counseled by two leaders outside the club room and then returned to club.
- A “3” count is given, and the child is given a time-out. If this occurs, contact between parents and the Awana Director may be necessary before the next club meeting for the child to return to club.

It is our prayer that no situation will have to be resolved in this manner, but in fairness to all clubbers and leaders, the above will be enforced as necessary.

Church Van Usage

Purpose: To provide safe and dependable transportation for the members of Oil City Church of the Nazarene, and residents of the Oil City area who attend various church activities or events at the church. The safety of our passengers is very important to us.

USE OF THE CHURCH VAN

1. The maximum number of passengers on the van shall not exceed the capacity the van was designed for. There is no minimum requirement.
2. The van will be provided on a first come first serve basis for use in the church. Sunday and Wednesday evening are set services that cannot be booked for other use without pastor or board approval. Conflicts will be resolved by the trustees or pastor.
3. The van will depart from and return to the designated area located in the church parking lot.
4. Each ministry or department is responsible for cleaning the van including picking up refuse, cleaning spills, and clearing all debris from the seats and floor.
5. The driver is responsible for completing the Van Checklist and the Van Trip log.
6. No smoking is allowed in or around the van by passengers or drivers.

PASSENGER SAFETY

1. Passenger Conduct: All passengers of the church van are expected to conduct themselves in a manner that exemplifies Christian principles. The Transportation Ministry reserves the right to deny the use of the van to passengers whose conduct becomes detrimental to the general safety of the ministry or department.
2. Vandalism or property damage shall be paid for by the person and or ministry department responsible for the damage and may cause due reason to deny use of the van in the future.
3. Trip sponsors and adult supervisors shall have sole responsibility for passenger conduct.
4. State Law requires that all passengers use seat belts or appropriate child safety restraints while the vehicle is in motion. For children under 8 years of age, parents/guardians are responsible for child restraint seats.
5. Electronic devices may be used by passengers on the van only if the user had headphones, and the content is not offensive to other passengers. Broken, lost, or stolen electronic devices are not the responsibility of Oil City Church of the Nazarene, and they will not be held responsible for repair or replacement of the device.
6. Passengers will be courteous with the driver and follow all instructions given by the driver.

7. A driver may refuse to transport a passenger who appears to be under the influence of alcohol, illegal or dangerous substances, or who's behavior or language is abusive, offensive, disorderly, or dangerous to themselves, the driver, or other passengers.
8. Eating, drinking, and smoking are not permitted by passengers. Please do not bring open food or beverages onto the van.
9. Shirt and shoes must always be worn on the van. Clothing must be modest and respectful.
10. Passengers are not allowed to have drugs, guns, knives, explosives, dangerous liquids, or other weapons are not allowed on the van.
11. Littering or defacing of property is prohibited, and those caught doing this will be held responsible for repairs.
12. Oil City Church of the Nazarene uses a video safety system on our vans, this system protects not only the passengers but the drivers. All Passengers should be aware that they are being recorded.

DRIVERS

1. All Drivers must complete a full background check.
2. All Drivers must be approved by the insurance before they can drive.
3. All Drivers must be approved by the pastor or the church board.
4. Must have an up-to-date driver's license, in Pennsylvania.
5. Be at least 21 years of age, and no older than the church insurance allows.
6. Have at least two years driving experience
7. Must not have any reckless driving on their record for the last five years, and no more than two moving violations in the last 5 years.

DRIVER RESPONSIBILITIES

The driver of the church van will have sole responsibility and authority in matters pertaining to the van operation, and safety. The driver is responsible for:

1. Keeping all licensing requirements up to date.
2. The driver of the van is responsible to refill the gas and cleanup before returning the van to the church. The Van should never be left with less than half a tank of gas in it.
3. Complying with this policy as it is set forth by the church board.
4. Properly securing the van when passengers depart.
5. Making sure that all van logs and check lists are completed in the logbook before securing the vehicle.
6. Obeying all traffic laws
7. The driver and assistants shall always wear seat belts when operating the van.
8. No cellphone use by the driver is allowed while the vehicle is in operation.
9. No audio devices with headphones or earplugs are permitted while driving. If there is a plug, they may play music through the van system if the music is clean, and Christ centered.
10. All maintenance issues are to be reported to the Trustees or to the Pastor and written in the logbook.
11. When driving the church van, the driver may not drive over 200 miles (or more than 4 hours) without stopping and taking a break.