



2017-2018 GCAC AWANA Clubs Guidelines

To better serve your child and for his/her safety, Awana will start administrating the following guidelines in the coming club year. Please make sure that you and your child read through and understand all the information before signing. Then fill out the registration forms. You may talk to the registration staff or commanders, if you have any question.

Registration Guideline:

1. Every field in a registration form must be filled.
2. Each class will have limited space. Children who register after the class space is filled will be put on waiting list and called upon later availability.
3. Parent/s must be serving in the Awana during the Awana season
4. Registration priority is given by the following tiers and is first-come-first-serve.
 - I. Current year certified AWANA teachers and helper's children
 - II. Regular GCAC attendants
 - III. Regular Friday night fellowship attendants

Attendance Guidelines

Excellent attendance shows your child's commitment to Awana. Please make sure to take your child to Awana every club night.

1. Every child must be sign-in and sign-out by a parent/guardian.
2. If your child cannot attend a session, please notify his/her club leaders ASAP and state the reason. Therefore, it will not be counted as an unexcused absence.
3. If your child has four consecutive unexcused absences or constantly late to the class, it shows that he/she does not commit to the program. He/She will be asked to leave for the rest of school year until next year. A student from the waiting list will be invited to join.

Recite Bible Verses Guidelines

Memorizing Bible verses is an essential component of the AWANA program. Please help your child to memorize and practice their Bible verses at home.

1. At least one verse per week, no more than two per week.
2. If a clubber does not memorize any verse in two consecutive weeks – a reminder will be sent to parents for possible suspension.
3. If a clubber does not memorize any verse in three consecutive weeks –the clubber will be suspend for one club night.
4. If a clubber still does not memorize any verse upon his/her return, then it shows the clubber is not ready for the program. Therefore, the clubber will be asked to leave for the rest of school year until next year. A student from the waiting list will be invited to join.



Club Behavior Guidelines

To train your child as a boy/girl of God, positive behaviors such as good sportsmanship, respecting others, and so on, will be awarded by points. However, inappropriate behaviors will have consequences and may result in suspension or even leaving Awana club.

1. Inappropriate behaviors are:
 - a. Distract others
 - b. Bully others physically or verbally
 - c. Disrespect or disobey authority
 - d. Use cursing words
 - e. Use inappropriate language

2. Consequences of inappropriate behaviors:
 - a. Three notices will be administrated if inappropriate behaviors occur during a club night
 1. First notice – The clubber will receive verbal warning from Club leader. He/she will lose 15 minutes game time.
 2. Second notice – The clubber will have conference with Club director. He/she will lose entire game time or timeout from the activity.
 3. Third notice – The clubber will have conference with club leader, director and parent. He/she will be suspended for the following club night.
 - b. If the clubber returns with the same inappropriate behavior, he/she will be asked to leave for the rest of school year. A student from the waiting list will be invited to join.

I have read and understood all the above information, my child/ren and I are willing to comply with all the guidelines.

X
_____ Clubber Signature

_____ Date

X
_____ Parent/Guardian Signature

_____ Date



PARENT INFORMATION

Home Address: _____

Number, Street, Apt.#

City: _____ ZIP: _____ Home Phone: _____

*Father's Name: _____ Cell Phone: _____

E-mail address (Very Important): _____

*Mother's Name: _____ Cell Phone: _____

E-mail address (Very Important): _____

Current Church/Fellowship _____

In case of emergency, contact _____ Home _____ Cell _____

*Or legal guardian if both parents are absent

PARENT PARTICIPATION

At least one of parents/guardians are required to teach/help twice a month per family. If the child has any severe allergy or special health concerns or needs, one parent/guardian needs to serve as full time teacher or helper. Please write 1 – 4 for the AWANA activities that you prefer to serve with 1 the most interest and 4 for the least interest. All the volunteers must attend at least one of the two training and to be certified as an Awana teacher, please see Doris Wang for details.

要求每家需有一位家長/監護人每月至少兩次參與服事；若兒童有嚴重過敏或特別健康需要，則要求每位兒童需有一位家長/監護人每次全程陪同參與服事。請家長依優先意願（1高 - 4低）填寫服事的項目，我們將盡量依您的意願排服事項目。每位志工必須參加至少一天的訓練課，並通過 AWANA 資格考試，詳情請問汪清姐妹。

Activities 活動	*Father _____ Name & Phone/email (If different from above)	*Mother _____ Name & Phone/email (If different from above)
Training 訓練	€9/9/2017 9am - 3:30pm in Williamsport, MD €10/14/2017 8:30am – 3:30pm in Bowie, MD	€9/9/2017 9am - 3:30pm in Williamsport, MD €10/14/2017 8:30am – 3:30pm in Bowie, MD
BookTime 背經		
Game 遊戲		
Craft 手工		
Special Event 特別活動		
Escort 護衛	All parent-volunteers rotation – occasionally a parent might need to serve twice per month	

*Or legal guardian if both parents are absent

As the parent or guardian of the above Child/ren, I am willing to participate in Awana Clubs at Gaithersburg Chinese Alliance Church and events associated therein, and willing to be assigned as above checked volunteering activities.

X _____
Parent / Guardian Signature Date