

Handbook Time Rules

Every clubber should attempt to complete one handbook each year. This means that 2 or more sections need to be completed on club nights.

When can clubbers get sections signed off?

Wednesday night during handbook time or after club while waiting for parents

Sunday mornings before or after church

All sections in the clubber's handbook must be passed in order with the following exceptions:

1 – The “bring a friend” section may be completed at any time before the end of the AWANA year.

2 – The “missionary” section can also be done at any time as sometimes it is more difficult to communicate with missionaries.

Using Helps: A help is defined as any clue that the leader gives to the clubber which assists them in their recitation. A help should be 2 words. The leader may give a clubber up to 2 helps per section.

Bible Reference: The Bible reference should be stated at the beginning of reciting the verse. If a clubber needs help with the reference it counts as the first help.

Passing section: Unless otherwise noted in the clubber's handbook, a section must be passed in its entirety at one sitting at club. If a clubber is struggling to complete a multi-verse section the following rules will be used:

1st attempt: the leader will check-mark and date the parts completed

2nd attempt: the clubber must start at the beginning of the section and the leader will check-mark and date the parts completed

3rd attempt the section may be divided, the clubber starts at the beginning of the section and the leader will initial and date the parts of the section completed

The clubber should now continue on in the section until all parts are initialed. Each completion attempt must be on a different date to move on to the next one.

Leaders: Leaders should flip through the clubbers handbook to be sure they are working on the correct section. Clubbers can also use paper clips to indicate their next section. During handbook time the leaders are also encouraged to ask clubbers to explain what a verse means and then add to the explanation.

For Sparks and T&T:

After a clubber is done saying their sections they should begin to write out their verses for next week on index cards. The cards can then be used during the week to study.

2 AWANA bucks will be given for completing a section. 1 bonus buck will be given if the section is “word perfect”.

Parents: Please work with your child at a set time for 10 minutes daily to work towards the goal of completing their handbook.