



Parent Guide

2026-2027



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



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



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

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KEEPING OUR KIDS SAFE

Our children are incredibly important to us, and we want every child and family to feel confident that church is a safe place for kids.

We have put several safety measures in place to help protect our children, including:

- Security cameras throughout key areas
- Locked-door procedures during children's ministry
- Trained security personnel on campus
- A commitment to never having a child alone with only one adult
- Multiple leaders serving in our classrooms
- New check-in and check-out procedures for added security
- A parent/child identification system to ensure children are released only to authorized adults

These procedures are designed to provide an additional layer of protection while creating a welcoming, loving environment where kids can learn, grow, and have fun.

TRANSPORTATION

For the safety of our clubbers, we need to know how each child is expected to arrive and depart from Awana each week.

When registering your child, you will need to indicate how your child will arrive and depart from club. Please review the following information carefully.

DROP-OFF

Parents or guardians must come inside the building with their child and complete the check-in process. Children should not be dropped off outside the building.

PICK-UP

If your child is registered for PICK-UP, a parent or authorized adult must come inside the building to check the child out.

UNSUPERVISED RELEASE — WALK / RIDE BIKE

Children registered for UNSUPERVISED RELEASE will be permitted to check out and leave the building without a parent or authorized adult present. Once your child has checked out of Awana and leaves the building, First Baptist Church will no longer be responsible for the child.

Parents should only select this option if they are comfortable with their child leaving Awana independently.

CHURCH BUS

The church bus is available for a limited number of clubbers who **have no other way of getting to and from Awana**.

Parents requesting bus transportation must indicate on the registration form why their child needs to ride the bus. Bus transportation must then be approved by the Club Administrator.

CHANGES TO TRANSPORTATION

Once you have indicated your child's arrival and departure status on the registration form, you will need to contact the Club Administrator if you wish to make any changes.

CHECK-IN PROCEDURES

To help keep our clubbers safe and make check-in as smooth as possible, please review these important procedures.

OPENING

- Doors will not be open for clubbers until 5:45 PM. If your child arrives before this time, they will be required to wait outside until the doors open.

CHECK-IN & WRISTBANDS

- When your child checks in, they will receive a wristband indicating their registered release status: PICK-UP, BUS, WALK

PICK-UP RECEIPT & SECURITY CODE

- If your child is registered as PICK-UP, the parent will receive a Pick-Up Receipt with a security code that matches the code on your child's wristband.
- **DO NOT LOSE THIS RECEIPT!**
- As an additional safety precaution, we recommend that you take a picture of the receipt with your phone so you have a backup of the security code.
- Once clubbers have entered the building and checked in, they will not be permitted to leave the building during club hours unless a registered parent or authorized adult comes inside to properly check them out.

LOCKED DOOR PROCEDURE

- At 6:05 PM, the outside doors will be locked as part of our security procedures.
- Anyone arriving after this time will be admitted into the building by a member of our Security Team.

These procedures are designed to help us maintain a safe and secure environment for every child.

CHECK-OUT PROCEDURES

To help ensure every clubber is released safely to the appropriate person, please follow these check-out procedures each week.

DOORS OPEN

- The outside doors will be unlocked at 7:35 PM in preparation for check-out.
- Awana officially ends at 7:45 PM.

PARENT PICK-UP

- Unless your child is registered for BUS or UNSUPERVISED RELEASE, a parent or designated authorized adult must come inside the building to pick up and check out the child.
- Parents should wait in the designated area in the foyer until the release bell rings.
- When the final bell rings at 7:45 PM, all clubbers will be escorted to the sanctuary by their Awana leader.
- Once clubbers are in the sanctuary, parents may pick up their child and proceed to the check-out station.

PICK-UP RECEIPT REQUIRED NO TAG...NO KID...NO KIDDING

- At check-out, the Parent Pick-Up Receipt—or a picture of the receipt—must be presented.
- Our staff will match the security code on the receipt with the security code on the child's wristband.
- For the safety of our clubbers, NO CHILD WILL BE RELEASED WITHOUT THE PARENT PICK-UP RECEIPT.
- If someone else will be picking up your child, you must provide that person with the Pick-Up Receipt or a picture of it.

FINAL SECURITY CHECK

- Before leaving the building, wristbands will be checked to verify the child's registered release status.

These procedures are designed to provide an additional layer of security and ensure that every child is released safely and appropriately.

PARENT COMMUNICATION

All club announcements, cancellations, etc. will be sent by TEXT.

In order to start receiving notifications, you will need to do the following :

Text the word ALERT to 22300

DO IT NOW!

MEAL

A meal will be served for all Awana clubbers each week from 5:45-6:00 PM. We encourage clubbers to arrive on time so they can enjoy the meal before Awana activities begin.

HANDBOOKS & BIBLE VERSES

Each clubber will receive an Awana handbook that they will work through together with their leaders and classmates during club.

Awana places a strong emphasis on memorizing and understanding key Bible verses. Our goal is to help clubbers develop a Bible-based understanding of who God is, how He wants us to live, and how we can know and serve Him.

Weekly Bible Verse

Each week, clubbers will receive a verse card with the Bible verse they need to memorize for the following week.

We encourage parents to help their child practice and memorize their verse throughout the week. This is an important part of the Awana experience—and it is how clubbers earn their awards!

A little practice each day can make a big difference. Take a few minutes during the week to review the verse together, talk about what it means, and encourage your child as they learn God's Word.

COST

At First Baptist Church, we believe investing in children and families is an important part of our ministry. **That's why Awana is completely FREE to families!**

There is:

- No registration fee
- No cost for meals
- No charge for books or awards
- No activity fees

First Baptist Church covers the cost of meals, books, awards, activities, and other Awana expenses—approximately \$60 per student each year.

We're grateful for the opportunity to provide Awana as a ministry to children and families in our church and community!

GIVING CHALLENGE Boys vs. Girls

- We'll have two collection containers—one for the boys and one for the girls. Each week, bring your change (or cash) and put it in your team's container.
- Every dollar raised will help support our Awana ministry!

But there's more...

At the end of the challenge, we'll see which team raised the most money. The winning side determines who gets a pie in the face!

- If the girls win ... Pastor Kurt gets pied
- If the boys win ... Pastor's wife Kristen gets pied

CELL PHONE POLICY

To help our clubbers stay engaged, focused, and present during Awana, we have implemented the following cell phone policy.

When kids check in for Awana, they will also check in their cell phones. Phones will be securely held during the evening and returned when they check out.

This policy is designed to:

- Reduce distractions
- Encourage kids to participate in activities and small groups
- Help create a positive environment for building friendships
- Support our commitment to keeping Awana a safe place for kids

BEHAVIOR EXPECTATIONS

We want every clubber to have a fun, safe, and encouraging experience. To make that happen, we ask every child to follow a few simple expectations:

Respect Our Leaders

- Listen to leaders, follow their directions, and treat them with kindness and respect.

Respect Other Clubbers

- Treat others the way you want to be treated. Use kind words, keep your hands to yourself, and encourage your fellow clubbers.

Participate Appropriately

- Be involved, have fun, and participate in activities in a way that helps everyone enjoy Awana.

Follow Instructions

- Listen carefully and follow directions during classroom time, game time, and other Awana activities.

These expectations help us create an environment where kids can learn about God, build friendships, have fun, and grow together.

DISCIPLINE POLICY

At Awana, our goal is to create an environment where every child feels safe, respected, and ready to learn and have fun.

To help us accomplish this, we will use a simple 3-Count Rule for behavior:

Count One: REMINDER - A leader will remind the child of the expected behavior and give them an opportunity to make a better choice.

Count Two: LEADER INTERVENTION - If the behavior continues, the child will receive another warning and will be removed from the class activity and taken to speak with the Club Commander.

Count Three: PARENT CONTACT - If the behavior still continues, the child will be taken to speak with the Commander again and the parents will be called. It will be at the Commander's discretion whether or not to send the clubber home and/or any further actions, such as suspension from club for a period of time.

Our desire is not to punish kids, but to provide clear expectations and consistent boundaries so that Awana can be a safe, positive, and enjoyable place for everyone.

BUS EXPECTATIONS & POLICY

For those riding the Awana bus, we want every child to have a safe, respectful, and enjoyable ride. Because safety is our priority, we have established the following behavior expectations.

Clubbers are expected to:

- Remain seated while the bus is moving
- Keep their hands, feet, and objects to themselves
- Use appropriate language and gestures
- Speak respectfully to drivers, leaders, and other clubbers
- Follow all instructions from the bus driver and Awana leaders
- Avoid loud, disruptive, or unsafe behavior

If a clubber is not following the above behavior expectations, the following will occur:

First Incident: The clubber will receive one warning. If the behavior continues, the parent or guardian will be contacted, and the clubber will be suspended from riding the Awana bus for one week.

Second Incident: The clubber will be suspended from riding the Awana bus for two weeks, and the parent or guardian will be contacted.

Third Incident: The clubber will be suspended from riding the Awana bus for the remainder of the Awana club year.

These guidelines are in place to protect the safety of every child and every leader on the bus.

INCLEMENT WEATHER

The safety of our clubbers, families, and volunteers is our top priority. In the event of severe or deteriorating weather conditions, we will follow these guidelines for Awana cancellations.

- If the Herington School District closes school due to inclement weather, Awana Club will also be cancelled.
- If school is not cancelled, but weather conditions are predicted to deteriorate throughout the afternoon or evening, we will make the decision to cancel Awana by no later than 3:30 PM that day, if possible.
- Families will be notified via TEXT. We will also post cancellation information on our Awana club Facebook page.

Please watch for these notifications on days when winter or severe weather may affect our plans. When in doubt, safety comes first!

HEALTH & WELLNESS

In order to protect the health of our clubbers and Leaders, clubbers SHOULD NOT attend Awana if they 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, ect.) 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.

ONLINE REGISTRATION



CLUB CONTACT INFORMATION

Club Commander ... Howard Hailey 785-366-0102

Club Administrator ... Lisa Herpich 785-366-6464

Church phone: 785-258-3207

**Stay up to date on all the
latest news and events**



Follow
us on
Facebook

facebook.com/HeringtonAwana



meet the team



PASTOR
KURT SMITH



COMMANDER
HOWARD HAILEY

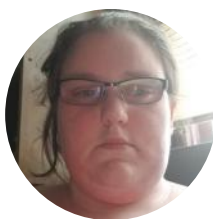


CLUB ADMINISTRATOR
LISA HERPICH

Awana Clubs
Cubbies
Pre-School



ELISE CLORE
Teacher



VICTORIA KAPPMAYER
Assistant Teacher



KOLTEN SMITH
Puppeteer



DARLENE GRIFFITHS
Snacks

Awana Clubs™

Sparks HangGlider

Kindergarten



KRISTEN SMITH
Teacher



NICKOLE HIRD
Assistant Teacher



KHLOE SMITH
Helper

Awana Clubs™

Sparks Wing Runner

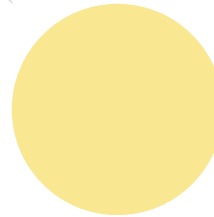
1st Grade



MORIAH SCRIVNER
Teacher



CANDACE PEASE
Assistant Teacher



KALLIE TERREAU
Helper

Awana Clubs™

Sparks Sky Stormer

2nd Grade



MELISSA BATCHMAN
Teacher



GISELA MUELLER
Assistant Teacher



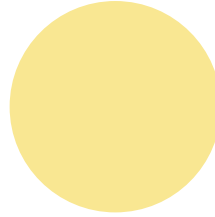
JAX BURGESS
Helper



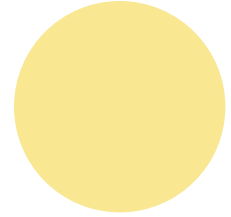
3rd Grade



EILEEN BRYANT
Teacher



DEVAN BRYANT
Assistant Teacher



CALYSTA MEIER
Helper



4th Grade



KARESHA BURGESS
Teacher



SUZETTE DETWILER
Assistant Teacher



ELVA STRAND
Helper



5th Grade



MARSHA PAGENKOPF
Teacher



NANCY ZIRKEL
Assistant Teacher



AMANDA GUILLOT
Helper

Games



MATT WHITSON
Co-Leader



BRYAN BUCKRIDGE
Co-Leader



DEREK WHITSON
Helper



XANE KLUTH
Helper

Listeners



PHYLLIS BETTLES



SUSAN BETTLES



RANDALL GRIGSBY



DAVE JONES



CHRIS LEDY



ED MUELLER



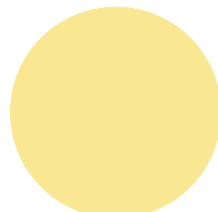
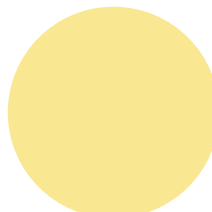
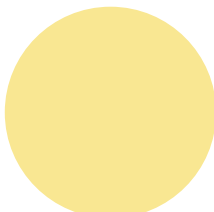
MARK PAGENKOPF



ALICIA STINNETT



JIM VARELMAN



Administrative



JACKIE ANSCHUTZ
Check-In, Check-Out,
Recordkeeping



DARLENE GRIFFITHS
Check-In, Check-Out,
Recordkeeping



ELVA STRAND
Check-In, Check-Out

Food Service



KIM GRIGSBY
Head Cook



RUTH HAILEY
Assistant Cook

Transportation



JEFF LEDY



CHRIS LEDY

Audio/Visual



DAVE JONES



SUSAN BETTLES

Security



STEVE THOMPSON



TIM BETTLES

Safety



RIC GENGLER



KIM GRIGSBY