



2025-2026

# Friday Night Parent Handbook

Children's Ministry AWANA Team  
Meeting place: ECC Redmond Campus  
17360 NE 67th Ct. Redmond, WA 98052

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## Dear Friday Night AWANA Families,

We are glad you have chosen to have your child/children attend AWANA Clubs. 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 will need your help in completing sections 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.

ECC Children's Ministry & AWANA Team

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### CLUB CONTACT INFORMATION

|                  |              |  |
|------------------|--------------|--|
| Commander        | Muzhi Zhao   | <a href="mailto:zhaoweixiong521@gmail.com">zhaoweixiong521@gmail.com</a> |
| T&T Director     | Fangyin Lin  | <a href="mailto:admost0118@gmail.com">admost0118@gmail.com</a>           |
| Sparks Director  | Rui Huang    | <a href="mailto:rui.huang929@gmail.com">rui.huang929@gmail.com</a>       |
| Cubbies Director | Ya Wang      | <a href="mailto:leiawang89@gmail.com">leiawang89@gmail.com</a>           |
| Puggles Director | Bingqian Wei | <a href="mailto:bingqian.wei@gmail.com">bingqian.wei@gmail.com</a>       |
| Games Director   | Rui Min      | <a href="mailto:rui.min@outlook.com">rui.min@outlook.com</a>             |
| Admin            | Emma Lin     | <a href="mailto:u841068@gmail.com">u841068@gmail.com</a>                 |

### GENERAL CONTACTS FOR CHILDREN'S MINISTRY (CM)

|              |              |  |
|--------------|--------------|--|
| CM Director  | Gordon Sun   | <a href="mailto:gordonsun@eccseattle.org">gordonsun@eccseattle.org</a>     |
| CM Associate | Evelyn Tseng | <a href="mailto:evelyntseng@eccseattle.org">evelyntseng@eccseattle.org</a> |

# WHAT IS AWANA?



AWANA is an international, non-denominational, Bible-centered organization providing weekly clubs and programs for children. The acrostic AWANA stands for

**Approved Workmen Are Not Ashamed**

and is based on 2 Timothy 2:15: *"Be diligent to present yourself approved to God as a workman who does not need to be ashamed, handling accurately the word of truth."*

## WHAT ARE AWANA CLUBS?



**Puggles** are designed for 2-3-year-olds. Music, interactive curriculum, and parent materials introduce young children to God and His love.



**Cubbies** are designed for 3-5-year-olds 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** is designed for students Kindergarten through 2nd grade. 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.



**T&T (Truth & Training)** engages 3rd graders through 5th 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.

## WHEN & WHERE DOES AWANA MEET?

- 1st, 2nd and 3rd Fridays, September 2025 - May 2026 from 7:15-8:45 pm at **ECC Redmond Campus**.
- For security purposes, we ask that ALL children be checked in at the Registration table by a parent/ responsible party. 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 ECC website page is updated with such notices. Decisions about cancellations will be made by 3 pm that Friday.

### PICK UP LOCATIONS AND TIMES



Room W102 and W102/103 @ 8:30 pm



Room W106 on Friday's @ 8:45 pm



Cantonese Worship Hall on Friday's @ 8:45 pm



Mandarin Worship Hall on Friday's @ 8:45 pm

# PUGGLES

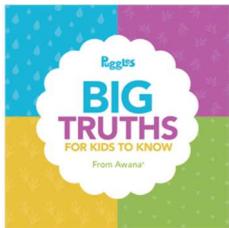
Designed for 2-3 year olds. Our purpose is to help your young one take their first steps on a lifelong spiritual journey.

In the Bible, parents are instructed to teach their children about who God is and His ways....in routine activities....passing along their faith, little by little, day by day. Puggles introduces children to what they need to know most about God and His love! The program teaches four truths: God Made Everything, God is Great, God Loves Us and We Give Thanks.



**All Puggles programming is in Room W103.**

## PUGGLES MATERIALS

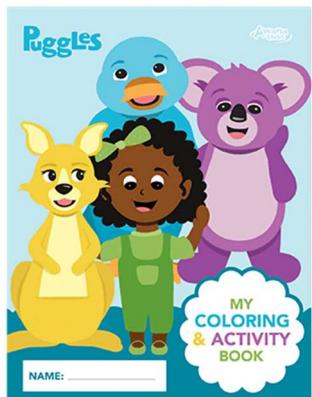


### BIG TRUTHS ENTRANCE BOOKLET

This entrance booklet is the first part of Puggles. It explains the Gospel message, the first step for all AWANA Puggles and their parents!

### PUGGLES COLORING AND ACTIVITY HANDBOOK

This gives children their very own “handbook” to use at home or during Puggles. Puggle the Platypus, Sydney the Koala, Alice the Kangaroo join Maya, who likes to play pretend with her stuffed animals. Clubbers will follow Maya’s adventures in this book through fun lessons, memory verses, a Gospel message and coloring and activity pages that help children engage in an age-appropriate way.



## HOW PARENTS CAN HELP THEIR PUGGLE

- Establish a regular time to review the Bible story, Big Truth and Bible Verse with your child. Many families review this at the dinner table or at bedtime.
- Read each week’s Bible story, Bible lesson and verse to your child and follow the activities in the Parent Cards.
- Be sure your child wears their vest to club. The uniform is where awards are displayed and also identifies them as clubbers. Proudly wearing their uniform motivates them to learn and work in their books.



# CUBBIES

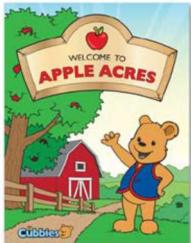
Designed for 3-5-year-olds who have not entered Kindergarten. Our purpose is to continue to help your children continue in their steps towards a lifelong spiritual journey.

In the Bible, parents are instructed to teach their children about who God is and His ways....in routine activities....passing along their faith, little by little, day by day. The Cubbies program is designed to equip parents in this critical role and helps children develop respect for God, His Son and His Word.



**All Cubbies programming is in Room W106.**

## CUBBIES MATERIALS



### APPLE ACRES ENTRANCE BOOKLET

This entrance booklet is the first part of Cubbies. It contains 2 "Bear Hugs" as well as basic information about the Cubbies Program. All Cubbies must complete this booklet before they receive their handbook.

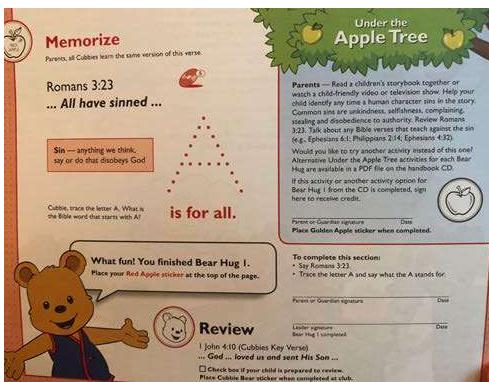
### HONEYCOMB or APPLESEED HANDBOOK

This handbook includes biblical teaching and memory verses-all divided into weekly Bear Hugs focused on teaching Cubbies love and respect for God, His Son and His Word. It also includes fun, fictional stories from Apple Acres farm, home of Cubbie Bear, our club mascot, and his friends. Cubbies are to complete each week's Bear Hug at home as preparation for the teaching at Club that week. Cubbies will also recite the memory verse to their leader at Club during Handbook Time.



## CUBBIES MEMORY WORK

Each Cubbie must complete the *Apple Acres Entrance Booklet* before work in the *Honeycomb Handbook* may begin. Cubbies may not skip sections in their Handbook, but must complete each Bear Hug in order.



### Sample page from Honeycomb Handbook

Parents sign here once completed at home

## HOW PARENTS CAN HELP THEIR CUBBIE

- Establish a regular time to work on the Bear Hug with your child. Many families work on verses at the dinner table!
- Read each week's Bear Hug story, Bible lesson and verse to your child and follow the instructions in the Handbook. Use the included audio CD in the back of the handbook to add depth to the story and help your child learn the memory verse.
- Be sure your child wears their vest to club. The uniform is where awards are displayed and also identifies them as clubbers. Proudly wearing their uniform motivates them to learn and work in their books.

All Clubbers starting in Sparks (no matter the grade) need to complete the *FLIGHT 3:16 Entrance Booklet* before they receive their Handbook.

All "Sparkies" will then start in the Handbook of their assigned grade. Once they complete this book, they may work backwards and complete previous Books. They may also memorize the extra Sparks books.

## SPARKS MATERIALS



### FLIGHT 3:16 ENTRANCE BOOKLET



### HANGLIDER SERIES



### WINGRUNNER SERIES



### SKYSTORMER SERIES

### 1<sup>st</sup> Book - Kindergarten

This handbook covers the Old Testament from Creation through Joshua.

### 2<sup>nd</sup> Book – 1<sup>st</sup> Grade

This handbook explores Judges through the Birth of Christ.

### 3<sup>rd</sup> Book – 2<sup>nd</sup> Grade

This handbook focuses on the New Testament, covering the life of Christ through Revelation.

## SAMPLE PAGES FROM SPARKS HANDBOOK



Please note the right hand corner of the page. This shows you (and your child), the section they are working on. It also shows what award they are working towards completing.



This shows where Leader/Handbook Listener will sign once child is finished with a section. Once a Leader signs the handbook, the section is recorded as complete and the child may move forward in in their handbook.

All sections in the book must be completed in order, section by section, *with the exception of the Bring-A-Friend section*. Clubbers can continue working through their books even if this section is not completed. The "Bring-A-Friend" section requires Clubbers to bring a friend to a Club night. This is a good time to invite friends to Awana Clubs who may not be able to attend on a Sunday.

We ask that you pace your child to stay within the curriculum. We appreciate your partnership with verse memorization.

### MISSIONARY Section:

Awana handbooks have sections that require your child to find out information about one or more missionaries. We offer this information at Club. Feel free to use other missionaries you may have contact with as well.

# RUTH & TRAINING (T&T)

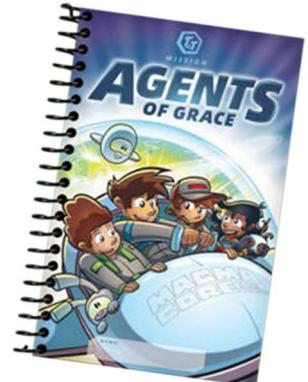


The name Truth & Training reflects the passion of Awana to teach 3rd through 5th grade students the truth of God's Word and to train them to follow Christ in their daily lives. This ministry helps clubbers build a firm foundation for their faith, hide God's word in their heart and apply the truths of Scripture in their life. This ministry will help clubbers see the world through God's eyes.



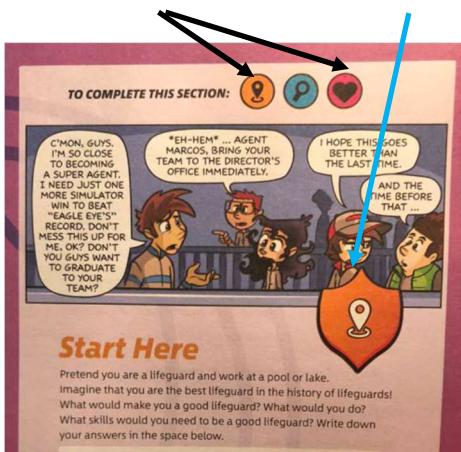
Regardless of age or grade, a new T&T Clubber must complete the **Start Zone** booklet. Returning Clubbers must also complete the **Start Zone** booklet at the beginning of every Club Year.

After finishing the **Start Zone**, T&T Clubbers are then allowed to start in the T&T Handbook. The curriculum is designed for the Clubbers to complete one handbook each year.

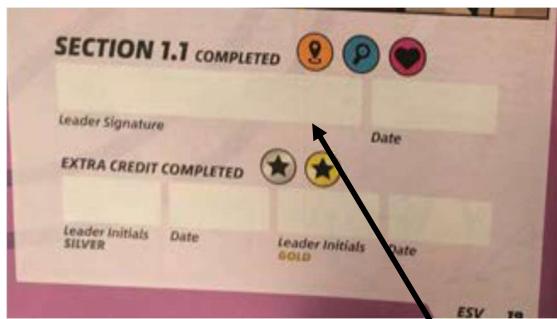
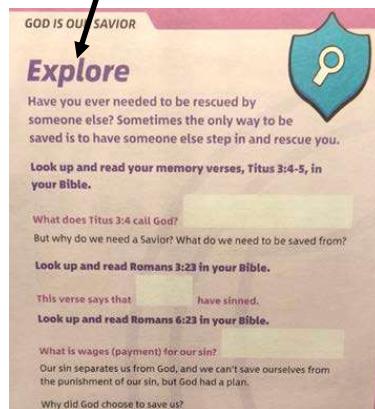


## SAMPLE PAGES FROM THE T&T HANDBOOK

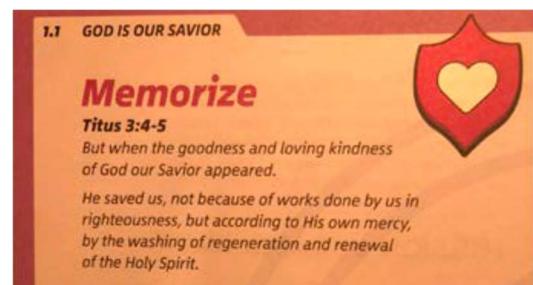
Each symbol is a part of the section that needs to be completed. [Start Here](#).



Clubbers complete the **“Explore”** section at home prior to club night, then discuss in small group



Once a Clubber has completed the **“Start Here”**, **“Explore”** and **“Memorize”** sections in their handbook, the leader may sign their handbook. This means the section has been completed.



**Memorize** is the verse clubbers will memorize and be prepared to recite at Club.

# W hat Happens at an AWANA Clubs Night?

## An AWANA Clubs night (Sparks and T&T) consists of four parts:

### OPENING TIME

Beginning promptly at 7:15 pm, the Flag Ceremony and a prayer open our evening, with all clubbers reciting the pledges. Announcements are made, and Clubbers are dismissed to their respective clubs.

### HANDBOOK TIME

All clubs dedicate time to Bible Scripture memorization and application using age-appropriate handbooks. Clubbers recite the Bible verse to a verse listener/group leader and have those sections recorded on their record.

### LARGE GROUP TIME

All clubs are presented with an age-appropriate Bible message.

### GAME TIME

Clubbers will participate in a variety of games on the AWANA game circle, located in the Mandarin Worship Hall. During this time, children will learn about good sportsmanship, develop team spirit, coordination skills, and build self-confidence. 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, open-toed shoes, etc.).



### NIGHTLY SCHEDULE: 7:15 PM ~ 8:45 PM (PUGGLES ENDS AT 8:30PM)

| Clubs                               | 7:15 – 7:20                | 7:25 – 7:50                         | 7:55 – 8:20                         | 8:25 – 8:45<br>(Puggles end at 8:30)                   |
|-------------------------------------|----------------------------|-------------------------------------|-------------------------------------|--|
| <b>PUGGLES</b><br>(2-3YRS)          | Opening<br>(Room W102/103) | Story / Handbook<br>(Room W102/103) | Story / Handbook<br>(Room W102/103) | Games<br><br><b>(Pick up at Room W102/103 at 8:30)</b> |
| <b>CUBBIES</b><br>(3-4YRS)          | Opening<br>(Room W106)     | Story / Handbook<br>(Room W106)     | Craft<br>(Room W106)                | Games<br><br><b>(Pick up at Room W106)</b>             |
| <b>SPARKS</b><br>(K-2ND GRADE)      | Opening (*M)               | Handbook (*W)                       | Games (*M)                          | Large Group<br><br><b>(Pick up in *C)</b>              |
| <b>T &amp; T</b><br>(3RD-5TH GRADE) |                            | Large Group (*C)                    | Handbook (*W)                       | Games<br><br><b>(Pick up in *M)</b>                    |

\*M: Mandarin Worship Hall; \*C: Cantonese Worship Hall; \*W: West Lobby

# C LUB STANDARDS



- We ask that you do not bring Clubbers who have COVID-19, active infections and/or lice that may be shared with others. Please make sure Clubbers are fever and diarrhea free for 24 hours prior to attending club.
- Like all Awana Clubs, we follow the “3-Count” rule. If a leader needs a group of children to quiet down for instruction or for a lesson, the leader will raise his/her hand and begin to count. Children are to immediately come to order. If a child is unable to follow this direction, they may be removed from group setting and the parent may be called if necessary.

## WHAT SHOULD CLUBBERS BRING AND WEAR?

- **BIBLE** (Puggles/Cubbies are not required, but are encouraged to do so)
- **CLUB HANDBOOK** (or Entrance Book) and **UNIFORM**
- **BAG:** We ask that you provide your child with a bag to store their Bible, handbook, papers, and crafts. Please make sure their name is written clearly on the outside of the bag.
- **TENNIS SHOES!** For Cubbies, Sparks and T&T, it is very important for your child to wear tennis shoes due to the nature of Games time. An injury may result if your child trips while participating in the games.

## CLUB RULES AND DISCIPLINE

- **BE ON TIME** - Awana Clubs start at 7:15 pm and end at 8:45 pm. Puggles ends earlier at 8:30 pm.
- **BE IN UNIFORM** - Clubbers should wear their uniform vest or shirt and wear tennis shoes. Children not in tennis shoes will not be allowed to participate during game time for their safety.
- **BE PREPARED** - Clubbers and Parents should spend time working on the handbook sections at home and should bring their handbook ready to recite verses.
- **BE RESPECTFUL** - Clubbers are expected to listen to Leaders and follow directions. We ask they treat each other as they would want to be treated.
- **BE AN EXAMPLE** - Rules are necessary for a smooth running club. We use the 5 count & 3 strikes method.
  - The 5 count (for whole group) – by the time the leader counts to five the clubbers should be in his/her place and quiet.
  - The 3 (for individuals) – when a clubber misbehaves he or she will be given a warning by his or her leader.
    - 1st strike is a warning
    - 2nd strike means you must “sit out” for the rest of the meeting in another room with a leader.
    - 3rd strike means we will notify the parents that you are suspended from the following week.