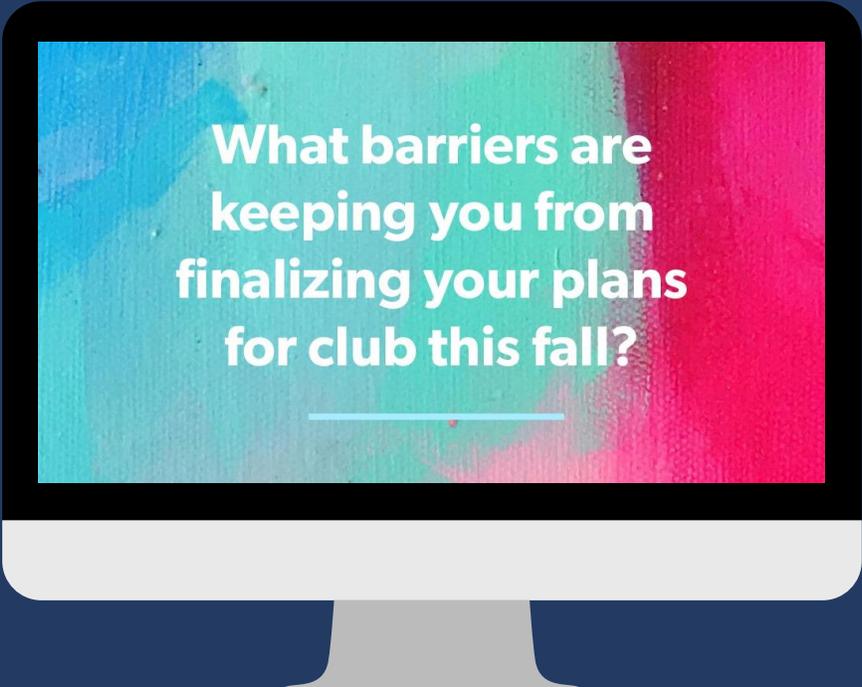




COVID-19 PLAYBOOK

**Tips and Ideas to Help You Effectively Run Your
Awana Ministry and Make Resilient Disciples**

A graphic of a computer monitor with a black bezel and a white base. The screen displays a colorful background with vertical stripes of blue, green, and red. The text is centered on the screen.

**What barriers are
keeping you from
finalizing your plans
for club this fall?**

About This Resource

This playbook was designed to give tips, helps and ideas for churches seeking to run an effective Awana Ministry during Covid-19. The things written in this booklet are not hard rules but merely suggestions for you to read as you determine which methods and practices work best in your current situation and context.

As you read through the various headings and suggestions, you will notice words or phrases underlined and highlighted in blue [like this](#). This indicates that a link is attached to the word or phrase and will take you to that link's website or article when clicked. If you are printing this resource or are unable to click on the links, a section will be provided at the end of the playbook entitled "More Resources" in which all of the links referenced are written out, so that you can copy and paste/type them into a search bar at a later time.

Lastly, while this resource was produced by the Awana Tennessee Network, other missionaries and staff across the U.S. contributed thoughts and ideas to this project. We are blessed that God has given so many helpful and insightful leaders to our ministry.

With that said, let's begin!

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IN-PERSON Ministry

**Churches whose Awana ministries are connecting
with clubbers in-person**

Guidelines/Resources

1) Check Temperatures at All Entry Points

- If you plan to check the temperatures of every clubber and leader at upon entry, consider purchasing a touchless thermometer. A good example of this is the "Infrared Thermometer p868," which can be purchased on [Amazon](#).
- Have those checking temperatures wear gloves. Be sure to have extra gloves nearby in case a pair tears or needs to be switched out.

2) Require Leaders and/or Clubbers to Wear Masks

- Leaders and clubbers can wear their own, or leaders at the door can provide masks to those who enter. Boxes of masks can be purchased on [Amazon](#).
- If you are not comfortable with requiring masks for the entire evening, they could be permitted to be taken off in larger spaces or settings. Once clubbers and leaders return to smaller rooms and settings, masks can be required to be worn again.
- If you believe requiring masks will be too difficult for your clubbers (especially younger ones), then require them only for leaders.
- Reference your city/state's guidelines for mask requirements

3) Clean, Sanitize, Repeat!

- Recruit leaders/volunteers to thoroughly clean the spaces and rooms used by clubbers before or after club.
- You can have a rotation of club leaders who clean each week, or you can recruit volunteers whose sole responsibility is to clean each club's space and equipment.
- You could also have volunteers or leaders clean rooms in between segments.
 - For example, if Sparkies use the same room for large group and small group time and go outside to play games in between, then have leaders sanitize/clean the room in between large and small group time.
- Have leaders and clubbers wash/sanitize hands when transitioning to different spaces, rooms, or segments of club.
- Have sanitizer bottles or pump stations filled and ready for use at all entrances and classrooms.
 - Require clubbers and leaders to sanitize hands upon entry

Activity Time

1) Play no-contact, socially-distanced games

- Simon Says
 - Change the name if you want. Just make sure kids are 6 feet apart!
- Noodle Tag
 - Give each player a pool noodle. When someone is "it" they have to tag their buddies by using the end of the noodle. Pool noodles are soft and bendy so nobody gets hurt. They are also social-distanced approved, so no one comes too close!
- Red Light, Green Light (Blue Light, Yellow Light)
 - You can play classic "Red Light, Green Light," or you can add the other 2 Awana colors for a fun twist! "Yellow Light" means to move in slow motion while "Blue Light" can mean to hop or jump forward.
- Full Body Paper Rock Scissors
 - Instead of using their hands, clubbers will use their entire bodies in this game!
 - Paper- lay flat on the floor
 - Rock- curl up in a ball
 - Scissors- clap their hands over their heads and spread legs apart
- Bingo
 - You can play regular bingo or change things up!
 - Full Body Bingo- make a big bingo square outside or on a gym floor. Make a list of random actions, Bible characters, sports or whatever you prefer, then make a copy of that list. Put one list shuffled in a box and give the other list of actions or items to the clubbers. As these items, persons or actions are called out, clubbers can enter the bingo square.
- Freeze Dance Party
 - Pick any music to play. Once it starts, clubbers must dance, jump or move. When the music stops, the clubbers must stop. The last clubber to stop dancing is out.
- More Games
 - Go to [this website](#) for a big list of socially distant, safe games!

VIRTUAL Ministry

**Churches whose Awana ministries are connecting
with clubbers virtually, online**

Guidelines/Resources

1) Recommended apps for those using smart phones

- GroupMe App
 - This is a great app for group messaging and sharing. This could be a great tool to keep leaders on the same page!
 - Learn more about GroupMe by clicking [here](#).
- Facebook Messenger KIDS App
 - "Messenger Kids" is a free video calling and messaging app for smartphones and tablets. Parents manage the contact list, and kids control the fun.
 - You can learn more about this safe way to connect with kids [here](#).
- Zoom App
 - Zoom is one of the most popular video calling apps. It comes with several features such as screen sharing and recording. Learn more about Zoom [here](#).
- Marco Polo App
 - Marco Polo works like a video walkie-talkie. Instead of video conversations happening live, they can be recorded and sent whenever time permits.
 - You can watch a video of a ministry leader explaining Marco Polo [here](#).
- Signal App
 - This app works similarly to Marco Polo. Check out Signal [here](#).
- Google Hangouts App
 - Hangouts can be used to connect with others via phone, video or messages.
 - Read this [article](#) to learn more about Hangouts.

2) Recommended Tools for those using laptops/desktops

- Social Media/Video Calling Accounts
 - Facebook Account/Messenger
 - Zoom Account
 - Google Hangouts
- Webcam (if your computer/laptop does not come with one)
 - A good cheap option is the Logitech c270
 - A higher quality option is the Logitech c920 Pro HD Webcam

Guidelines/Resources

3) Good Wifi/Internet Connection

- Test any websites, applications or streaming services you will be using before your club begins.
- To prevent poor quality in your calls or losing your online calls all together, be sure to free up your wifi/internet usage.
 - Close all other browsers and applications that might be running or in use. This takes up bandwidth and can lead to your video application running slowly or dropping out all together.
 - During video calls or online streaming, only have the service you are using up along with any other websites and features you might need during club time.
 - Turn off or unplug other devices (smart tv's, tablets, other computers, etc.) that might be using up wifi

4) Choose the best option for your leaders and clubbers

- We have given several options, so how do you choose which apps, websites or social platforms are best for your virtual ministry?
 - Take a survey- Ask your clubbers what they are already using or what they would be comfortable learning to use.
 - Check availability and pricing- depending on what app or service you use, there might be fees depending on how many users there are and how long you plan to use it. Double check the articles and videos we gave you to confirm pricing and if your church can afford.
 - Most options given are above are free to use!
 - Check with Parents
 - Email or call parents and ask them which sites and apps they are comfortable with their kids using.

Large Group Time

1) Teach the lesson live through a streaming or video call service

- Through services such as Facebook Live, Youtube Live and Zoom, you can record yourself teaching the lesson in real time.
 - One perk of teaching live is that you can get real time reactions and responses from kids.
 - The downside to live teaching is that kids can easily distract others or be distracted. Technical or internet connectivity issues can also arise that disrupt the live feed.
- Learn of the different services and determine which is best for you and your ministry
 - Facebook Live- Learn about Facebook Live [here](#)
 - Youtube Live - Learn about Youtube Live [here](#).
 - Zoom- Learn about Zoom [here](#)
 - Google Hangouts- Learn about Google Hangouts [here](#)

2) Pre-record yourself teaching the lesson

- Record yourself teaching the lesson on a camera or phone at church, at home or wherever is best for you.
- Once you have recorded the lesson, you can upload it to a facebook group or youtube channel. You can also share it to a google drive or dropbox.
 - Facebook- learn how to upload videos to a facebook group [here](#)
 - YouTube- learn how to upload video to youtube [here](#)
 - Learn how to create a Youtube account/channel [here](#)
 - Google Drive- Learn how to store and share videos on google drive [here](#)
 - Dropbox- learn how to store and share videos on dropbox [here](#)
- The perk of recording the lessons then uploading them for later viewing is:
 - There is less chance for distraction or interruption
 - There is no need to worry about wifi/internet connectivity issues as you teach
- The downside of recording the lessons then uploading for later viewing is:
 - Clubbers cannot respond in realtime as you teach the lesson
 - There is no form of interaction or accountability

Small Group Time

1) Use video calling to interact with clubbers

- Discuss lessons and listen to verses live via Zoom Meeting, [Facebook Room](#), Google Hangout, or [Skype](#).
 - The perk of these live virtual meeting apps is that you can speak with clubbers and listen to verses in real time.
 - The downside to these live meetings is that internet/technical issues can disrupt the meeting. Kids can also get easily distracted or be distracting to others in these meetings.

2) Connect with clubbers throughout the week

- Instead of having a specified "small group time" one day of the week, connect with clubbers throughout the week through apps such as Marco Polo or Signal.
 - The "Marco Polo" and "Signal" apps are like video walkie-talkies. You can send all the clubbers in your small group a video with a question or thought, then they can give a video response on their own time during the week when they are available and ready to respond.
 - Go to the recommended apps section under "Guidelines/Resources to learn more about these apps.
- Another option involves using an online teaching platform
 - Teaching platforms provide a space that allows kids to post content of themselves and comment on each others posts.
 - Good examples of teaching platforms include Flip Grid and Google Classroom
 - [Flip Grid](#) - Learn more about Flip Grid [here](#)
 - [Google Classroom](#)- Learn about this teaching platform [here](#)
- The perk of the methods above is that they alleviate the issues that could arise in a live meeting such as scheduling conflicts and technical issues. It also gives more introverted clubbers time to ponder and formulate their thoughts before replying with their video or comments.
- This method is perfect for listening to verses, since clubbers will vary in their readiness/comfortability saying verses at the same time as other clubbers.

Activity Time

1) Play a variety of games online over a video call

- Virtual Scavenger Hunt
 - Make a list of household items (like a spoon, sandal or tv remote) and the first kid to find and show all the items on the list wins.
- Virtual Charades
- Virtual Pictionary
- Two Truths and a Lie
 - Each clubber shares 3 facts about themselves. 2 being true and one being a lie. As a clubber shares, the others try to guess which of the three facts is a lie. A point is awarded to every clubber that guesses correctly.
- Virtual Show and Tell
 - Give clubbers 3 minutes to find an object in their house that is important/precious to them. Once the clubbers are ready, have each show the object and share why it is so important to them.
- Quick Draw
 - The leader names a person, place or thing for kids to draw in 10 seconds. Whoever draws the leader's given item or thing best wins the game and chooses the next person, place or thing for the others to draw.
- Fantabulous
 - Fabulous is an online version of Taboo that can be played digitally, using Zoom. Log onto [PlayTaboo.com](https://www.playtaboo.com) and Zoom at the same time, splitting into two teams or more. With each round of Fantabulous, a team selects a clue-giver. This person has to help their team guess the main word using one word at a time or by picking two words total from the list. You can say ANYTHING except the main words on the list.
- Kahoot!
 - Set up a trivia game on Kahoot and users can log into your game at www.kahoot.com. There are pre-made quizzes that you can use or you can create your own.
- Google and YouTube are full of amazing lists and ideas for virtual games!

HYBRID Ministry

**Churches whose Awana ministries are connecting
with clubbers both online and in-person**

Large Group Time

1) Virtual Large Group Time

- Have clubbers watch large group lessons virtually, then participate in games and/or small groups in person.
- You can either have leaders give a lesson live over Facebook, YouTube, Zoom, etc.
- Or, you can pre-record the lesson and send them to students.
- You can utilize the pre-recorded lessons for every age-group at Awana Clubs+

2) In-Person Large Group Time

- If clubbers are engaging in the large group lesson in person, be sure to adhere to social distancing guidelines by spreading them out and thoroughly cleaning your space.
- One option is to have small group leaders teach the lessons as well.
 - Having small group and large group time in person works fine. You can use online games for your virtual activity time.
- If possible, live stream your in-person large group lesson to facebook live or youtube live for clubbers who are unable not come and participate in person with the others
 - Set your phone or camera on a tripod or have another leader record during the Large Group Time.
 - If kids will be in the live stream, be sure you have the permission of parents to include their child in the video.

Notes, Thoughts, and Ideas

Final Thoughts

Final suggestions and ideas to encourage and mobilize you to serve your clubbers effectively

Other Ministry Options

Home Ministry

- Maybe your church is not in the position or lacks the volunteers to pull off effective In-person, Virtual or Hybrid ministry. In that case, you can encourage and equip parents to have Awana at home!
 - Large Group Time
 - Parents can watch recorded lessons with their kids from www.awanaplus.com
 - Parents can also be given or purchase leader guides to teach the lessons to their kids themselves!
 - Small Group Time:
 - Parents can help kids with handbook work and ask discussion questions
 - Parents can pull discussion questions from the lessons themselves, leader guides or parent guides
 - Parents can listen to verses and sign off sections
 - Activity Time
 - Awana games do not have to be played. Do anything that connects parents and kids with a good time
 - Board Games
 - Family Worship time
 - Get food from your favorite restaurant.
 - Head over to [Awana's Pinterest page](#) for fun, at-home ideas!
- If you have parents with several kids that don't have the time or feel comfortable working in multiple books, you could forgo Awana clubs curriculum and replace it with Awana's digital brite* curriculum
 - Learn more about "brite*" in the sections ahead.
- Whatever you decide to do with at-home ministry, be sure that the Awana director and leaders are staying in touch with families, answering questions, equipping and encouraging them during this time.
- The schedule for home ministry can be flexible! All segments or components of Awana can be done on a chosen night, or they can be worked on bit-by-bit throughout the week. Families can choose what is best for them.

Other Ministry Options

Backyard/ Park Ministry

- Maybe your church does not have the facilities for in-person ministry or the technological aptitude for virtual ministry, but that doesn't mean ministry has to stop!
- You can have all of your kids meet and hold club at a local park
 - Parks make it easy to spread out for large group time and games. Small groups can also spread out across the park.
- You could have large groups and games held at a park or gym, then hold small groups in leaders' backyards or neighborhoods.
 - Full clubs could be held with smaller groups at various leader's backyards and neighborhoods.
- Communication and permission would be needed to pull off times, responsibilities and logistics for these methods.

Joint Church Ministry

- Maybe you do not have the facilities, tech or man-power to run an effective ministry during this time, but you may know of a church that does.
- With this in mind, reach out to other churches in your community to see if they would help you in your Awana ministry.
 - These could be fellow Awana Churches that share resources and ideas
 - These could also be churches that do not have Awana but are willing to share their space and people to reach kids with the gospel
 - This method takes humility and resilient-vision to pull off

Notes, Thoughts, and Ideas

Other Ministry Options

brite* Curriculum by Awana

- "brite*" is Awana's new digital curriculum that was designed to be used for weekend spaces such as Sunday School and Children's church. However...
- While brite* was designed with the Sunday morning space in mind, it is not limited to this arena. With this curriculum being 100% digital, it makes for a valuable resource to those looking for a more flexible option during this season.
- brite* is highly flexible and can be adapted to fit any timeframe, any church size and any type of ministry.
 - While brite* is digital and can be used on your smart phone or tablet, it can also be printed off and used for in-person ministry.
- For more information, head over to www.britecurriculum.com



Other Ministry Options

What if none of these options work for my ministry?

- Maybe your church doesn't fit the categories or suggestions given thus far. Perhaps your church is unable to meet in-person and you or your clubbers are unable to interact virtually.
- Maybe your clubbers come from bad homes, and home ministry isn't an option.
- Perhaps backyard or park ministry is out of the question with your setting, leaders and clubbers. So, what do you do?
- Here are some ways to stay connected despite the challenges:
 - Care Packets
 - Maybe your kids can't come to you, but you can go to your kids! Have leaders make packets with lessons, verses, coloring pages, pencils, snacks, etc. that can be dropped off every week, every other week or every month in a clubber's mailbox or at his or her doorstep.
 - Since everything in brite* is printable, it could serve as a great resource for these packets.
 - Phone Calls
 - After dropping off care packets or lessons, have leaders call clubbers to connect with them and discuss any questions they might have from the lesson.
 - Verses can also be said over the phone and signed by a parent.
 - Mail Letters and Gifts
 - Maybe you don't have the funds, resources or people to make care packets consistently, but you can mail a letter.
 - Send a letter and/or gift to your clubbers letting them know you care for them. Share an encourage thought, verse or piece of scripture.

Communication

1) Over Communicate

- Whenever you and your leaders decide on a game plan and method of approach, the next step is to communicate clearly, effectively and frequently.
- You would rather bother parents and church members with too much information than to bother them with too little information.

2) Methods of Communication

- Make a Formal, Public Announcement
 - If your church is meeting in-person, ask if you can make an announcement from the stage
 - If your church is meeting online only, ask to have a video announcement made, or for your pastor to make an announcement on your behalf.
- Write it Down
 - Make a document that details all of the guidelines and procedures of your plan
- Mail it
 - Mail your documented game plan to parents and church members
- Website
 - Post your documented game plan on your church's website
- Social Media
 - Post your documented game plan to your church's facebook page/group and any other social media platforms associated with your church
- Phone Calls
 - Call parents and church members by phone to share your game plan as well as answer any questions or concerns.
- Open Forum
 - Host a meeting in-person or online to discuss the details of the plan and field questions or concerns from those in attendance.

More Resources

Awana Clubs+

Awana Clubs+ provides FREE digital discipleship tools for parents and churches to continue discipleship with your children through Awana Clubs handbooks. Use them to your hearts desire!

Links from the Playbook

If you were unable to access the links attached within the playbook, here is list of all the links referenced for you to copy and paste/type into your search bar.

- Thermometer - https://www.amazon.com/Forehead-Thermometer-Contact-Infrared-Readings/dp/B08BRTVN4T/ref=sr_1_10?crid=3DHMY88VNP5ON&dchild=1&keywords=ihealth+no-touch+digital+forehead+thermometer&qid=1596466763&sprefix=ihealth%2Caps%2C175&sr=8-10
- Box of masks - https://www.amazon.com/Disposable-Face-Mask-Breathable-Masks/dp/B089HW9VSV/ref=sr_1_1_sspa?dchild=1&keywords=masks&qid=1596467235&sr=8-1-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUExOTNQMUINWVWIOSU5UjMvUyY3J5cHRIZElkPUeWzAzMzQ4VTZNVVUyMUhHM0xOjMvUyY3J5cHRIZEFkSWQ9QTAwODk3MTIzVkJWTKl4Qk40MjVWJndpZGdldE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JlZGl5ZWNOJmRvTm90TG9nQ2xpY2s9dHJlZQ==
- Virtual Games Lists - <https://www.asphaltgreen.org/blog/rep-it-out-games-for-social-distancing>
- GroupMe App - <https://groupme.com/en-US/>
- Messenger kids App - <https://messengerkids.com/>
- Zoom App - <https://zoom.us/>
- Marco Polo App - <https://ministrytoparents.com/what-is-marco-polo/>
- Signal App - <https://signal.org/en/>
- Google Hangouts App - <https://www.businessinsider.com/how-to-use-google-hangouts>
- Facebook Live - <https://www.facebook.com/facebookmedia/solutions/facebook-live>

More Resources

Links from the playbook (Continued)

- [YouTube Live](https://support.google.com/youtube/answer/2474026?co=GENIE.Platform%3DDesktop&hl=en&oco=0) - https://support.google.com/youtube/answer/2474026?co=GENIE.Platform%3DDesktop&hl=en&oco=0
- [Zoom Call](https://support.zoom.us/hc/en-us/articles/206618765-Zoom-video-tutorials) - https://support.zoom.us/hc/en-us/articles/206618765-Zoom-video-tutorials
- [Google Hangout Video](https://www.youtube.com/watch?v=IfZ1Wyltxjo) - https://www.youtube.com/watch?v=IfZ1Wyltxjo
- [How to upload videos to Facebook](https://www.techwalla.com/articles/how-to-upload-videos-to-a-facebook-group) - https://www.techwalla.com/articles/how-to-upload-videos-to-a-facebook-group
- [How to upload videos to Youtube](https://www.techwalla.com/articles/how-to-upload-videos-to-a-facebook-group) - https://www.techwalla.com/articles/how-to-upload-videos-to-a-facebook-group
- [How set up Youtube account/channel](https://buffer.com/library/create-a-youtube-channel/) - https://buffer.com/library/create-a-youtube-channel/
- [Google Drive](https://support.google.com/drive/answer/2424384?co=GENIE.Platform%3DDesktop&hl=en) - https://support.google.com/drive/answer/2424384?co=GENIE.Platform%3DDesktop&hl=en
- [Dropbox](https://www.dropbox.com/basic) - https://www.dropbox.com/basic
- [Awana Clubs +](https://www.awanaplus.com/) - https://www.awanaplus.com/
- [Facebook Rooms](https://www.pocket-lint.com/apps/news/facebook/151964-what-are-messenger-rooms-and-how-do-they-work-in-facebook-and-whatsapp) - https://www.pocket-lint.com/apps/news/facebook/151964-what-are-messenger-rooms-and-how-do-they-work-in-facebook-and-whatsapp
- [Skype](https://www.digitaltrends.com/computing/how-to-use-skype/?itm_medium=editors) - https://www.digitaltrends.com/computing/how-to-use-skype/?itm_medium=editors
- [Flip Grid](https://info.flipgrid.com/) - https://info.flipgrid.com/
- [Google Classroom](https://edu.google.com/products/classroom/?modal_active=none#%2Fready-to-go) - https://edu.google.com/products/classroom/?modal_active=none#%2Fready-to-go
- [Awana Online Shop](https://www.awana.org/shop/) - https://www.awana.org/shop/
- [Fantabulous](https://playtaboo.com/playpage) - https://playtaboo.com/playpage
- [Kahoot](https://kahoot.com/?utm_name=controller_app&utm_source=controller&utm_campaign=controller_app&utm_medium=link) - https://kahoot.com/?utm_name=controller_app&utm_source=controller&utm_campaign=controller_app&utm_medium=link
- [brite* curriculum](https://britecurriculum.com/) - https://britecurriculum.com/
- [Awana Pinterest](https://www.pinterest.com/awana/) - https://www.pinterest.com/awana/

Your Purpose

Making Resilient Disciples

- The Great Commission Christ gave to all believers in Matthew 28:19-20 still stands, no matter what setbacks or obstacles we might face. During these hard times, the call to make resilient followers of Christ is not paused or put on hold. The "WHY" of our ministry never changes (even when the world does). Press into your calling friends! The way of discipleship may not be the easiest life, but it is the best life.

Connection... Not Perfection

- You may not be able to do things at the level or capacity you use to, but that does not make your ministry any less important or vital. The goal is not perfect lessons, rigid schedules or polished activities. The goal is connecting with kids, so that you can connect them to Jesus. Never underestimate the power and value of your time and effort in the life of a child!

Doing Something is Better than Doing Nothing

- You may not have the space, technology, volunteers or resources you wished you had, but do not lose heart! Doing the simple things such as calling a child or sending them a message goes a long way! You may not be able to run your Awana Ministry with every component or segment you would like, but doing something for your children for the sake of the gospel is better than doing nothing.

Show Grace to Your Leaders, to Your Kids, and to Yourself

- These are difficult times, and we can be prone to beat ourselves up in the midst of the turmoil. Remember that God's grace is sufficient for you. He loves you, your leaders and your kids just as much as He did before the pandemic started. Let the grace of God fill you and influence the way you interact and respond to others. We have never faced a situation like this before, but we know the One who isn't surprised by it and has the power to overcome it. Lean on the goodness of Christ and express that goodness throughout your ministry during this time.

Thank You

We want to especially thank Hunter Williams, Awana Missionary in Tennessee, for providing this great tool for our churches around the country.

Visit his ministry website at awanatn.com