



## Calendar 2020-21\*

<b>9/16/20</b>	<b>Lesson One</b>
<b>9/23/20</b>	<b>Lesson Two</b>
<b>9/30/20</b>	<b>Lesson Three</b>
<b>10/7/20</b>	<b>Lesson Four</b>
<b>10/14/20</b>	<b>Lesson Five</b>
<b>10/21/20</b>	<b>Lesson Six</b>
<b>10/28/20</b>	<b>NO CLUB</b> <b>EASTBROOK FALL BREAK</b>
<b>11/4/20</b>	<b>Lesson Seven</b>
<b>11/11/20</b>	<b>Lesson Eight</b>
<b>11/18/20</b>	<b>Lesson Nine</b>

\*Dates subject to change. Basics groups will meet virtually for the fall semester via zoom or google hangouts. We will be evaluating the schedule and the possibility of meeting in person for the spring.



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Upland Community Church is a caring community providing many opportunities for your whole family.

## We would like to invite you to:

**Worship Services:** at 8 AM, 9:30 AM, and 11 AM during the school year. Nursery is available for 9:30 AM and 11 AM.

**Sunday School:** is offered at 9:30 AM on Sundays during the 9:30 AM Worship Service for every age level; nursery—adult.

**6:22:** junior high youth group for 7th & 8th graders. Meetings are on Sunday nights at 6:00-8:00 PM at UCC.

**X-Factor:** our high school youth group for 9th-12th graders. Meetings are on Sunday nights at 6:00-8:00 PM at UCC.

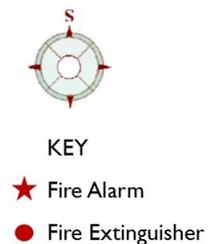
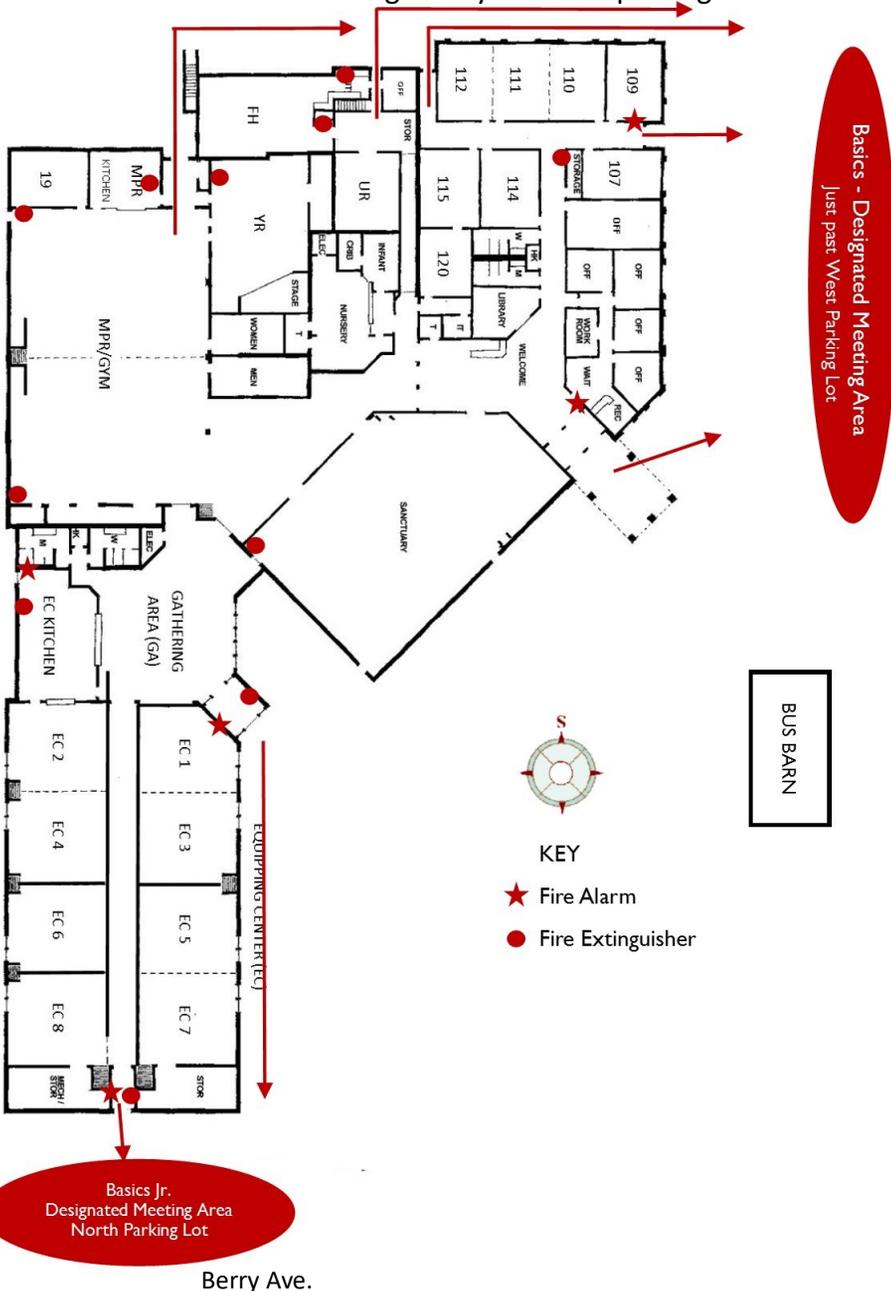
**Fun in the Sun:** four action-packed days in June of fun and learning for kids entering 5th-8th grades. 9:30 AM-2:30 PM.

**Miracle Camp:** a wonderful summer camp for kids entering grades 3-12. Located in south Michigan, Miracle Camp has 40 years of experience helping kids to grow in their faith. We provide a memory verse plan to help cut the cost for your child. More information will be sent home in March, and information is available online at [miracle-camp.com](http://miracle-camp.com).

**Visit us online at [uplandcc.org](http://uplandcc.org)**

# Evacuation Plan

In the event of an evacuation during Basics, we will gather to count and dismiss kids in the grass by the west parking lot.



# Welcome, Parents!

Thank you for signing your child up for Basics. **Basics is going online for fall 2020.** This will bring a unique set of changes for club but we are excited to provide consistency for your kids and allow relationships to continue and discipleship to thrive during this time. Much of the information in this handbook will pertain to when club can meet in person again. We are hopeful this will be the case for the spring semester.

3rd-6th graders will have a video meeting each week with their small group. Small group leaders will email the links directly to parents to provide accountability. **Boys will meet on Wednesdays from 6:30-7:10 pm and girls will meet from 7:15-8:00 pm.**

Our purpose is to see Basics clubbers grounded in the **basics** of the Christian faith through engaging small group Bible studies based on The New City Catechism, and mentoring opportunities with college student leaders.

The purpose of this Parent Handbook to give you as much information as possible about how the club works. If you have any questions or if you need any additional information please don't hesitate to call.

**Upland Community Church Basics Director:**  
Katelyn Rodman 765-610-5730 [katelynr@uplandcc.org](mailto:katelynr@uplandcc.org)

**College Co-Directors:**  
Anna Zvers  
Angela Loh  
Ethan Ness

**Emergency # on Club Nights: 765-610-5730**

**Upland Community Church # 765-998-2746**

When Eastbrook Schools are cancelled for bad weather, Basics will also be cancelled.

## Communication

We love keeping in touch with parents. You can expect to receive an informative parent email every week. If you have not received an email this year, please feel free to email Katelyn directly and ask to be put on the parent email list. [katelynr@uplandcc.org](mailto:katelynr@uplandcc.org)

Feel free to call or text Katelyn anytime with your questions about Basics at 765-610-5730.

Another resource for parents is our new Upland Community Church app, available for download at the App Store or the Google Play Store. The app includes all the info from our webpage [uplandcc.org/basics](http://uplandcc.org/basics). We want to keep you in the know!

## Costs

Clubbers are required to purchase notebooks with curriculum. We keep the same style notebook each year so the new curriculum can be inserted rather than having to buy a new notebook each year.

Financial assistance is available. Please don't hesitate to ask!

Notebooks and curriculum	\$15.00
Curriculum only	\$10.00

We also have optional items available:

NIV Adventure Bibles	\$15.00 (\$27 value)
Basics T-shirts	\$8.00

## Safety at Basics:

Our goal is to ensure that Basics is a safe place for every child. Each of our college student and adult leaders has had a background check, provided references and attended our Safe Place child abuse prevention training.

We have plans in place for tornado safety and for safe evacuation of the building, and will schedule both a tornado drill and an evacuation drill. In the event of an actual evacuation, please meet your child in the areas designated on the diagram on page 14.

## Please note the following items are **NOT** allowed at Basics:

Nothing which can be construed as a firearm or deadly weapon, including a pocket knife, is allowed at Basics, and bringing such an item will result in suspension from the program. This includes "look-alike" items.

Absolutely no alcohol, tobacco, inhalants, intoxicants, drugs or paraphernalia associated with their use are permitted on the church property.

Children are discouraged from bringing phones or other technology. However, if they are brought, they must be kept in the child's pocket and are the responsibility of the child. Electronic devices should be silenced at all times and may not be used during Basics unless by the express permission of the adult in charge. The church will not be responsible for these items. If they are misused, they will be confiscated and returned to the parent.

## Discipline Policy:

In order for our high-energy club to run smoothly, it is important that both children and parents understand what behavior is expected at Basics.

**Group Time:** The children are expected to listen to their leaders, join in the Bible study and other activities, and use inside voices.

**Game Time:** The children are expected to listen and follow the rules of the game, to be good winners or losers, and to treat one another and the building with respect.

**Gathering Time:** The children are expected to be attention to the speaker, respect the people around them, and participate in singing and other activities.

**We have a “three strikes and you’re out” policy in place.**

### **Strike One: Small Group Leader Discipline**

The small group leader will remind the child of appropriate behavior. Separating students and talking with students one-on-one are examples of effective strategies for loving discipline.

### **Strike Two: Supervisor Discipline**

An adult supervisor will step in to help with situations that continue after the small group leader has tried to handle it in the group. The supervisor will discuss the importance of cooperation and respect and will give the child a warning that the consequence of the next offense will be an automatic call to parents.

### **Strike Three: Call to Parents**

If the situation persists after contact with the supervisor, the parents will be called and may be asked to come pick up the child.

**The child will be welcome to come back to club the following week if he or she agrees to follow the rules in this policy.**

## Understanding the Notebooks

### **Section 1—Intro Pages**

The blue pages at the front of the notebook include the theme verse and calendar, as well as an overview of the Basics schedule and policies.

### **Section 2—Bible Verses and Catechism Questions**

Clubbers are expected to memorize a Bible verse for each lesson (see bright green pages). Please initial your child’s verse in their notebook so their leader can see that they practiced their verse before they came to club. These verses are required for your child to participate in reward trips. **Some of the verses have been shortened for 3rd graders; they only need to memorize the italicized parts of those verses.** Clubbers may also choose to memorize a catechism Q&A each week as bonus work (see orange pages). To explore the catechism questions further with your child, you may want to visit [www.newcitycatechism.com](http://www.newcitycatechism.com).

### **Section 3—Bible Studies**

We are excited about the challenging, kid-friendly Bible studies in our curriculum, written by a team from UCC (see white pages). These studies are done at club during small group time, and may lead to some great follow-up discussions at home. Bible studies include a space to record group prayer requests.

### **Section 4—Bible Readings**

Kids are expected to read and answer questions at home on three passages each week (see yellow pages). For their at-home Bible readings, kids will read from the essential 100 passages (E100) from Genesis to Revelation as identified by Scripture Union during their four years in Basics. We have NIV Adventure Bibles available for purchase at a reduced rate.

## Drop-Off and Pick-Up Information

We enjoy having Basics, Basics Jr under one roof on Wednesday nights!

**Parking lot:** Please follow the signs in the parking lot to help us handle the high volume of cars. The WEST parking lot entrance (toward 8th St) is “ENTER ONLY” on club nights, and the EAST entrance (toward the school) is “EXIT ONLY”.

**Drop-off:** Doors open for Basics kids to be dropped off at 6:20 PM. You may drop off your child at the covered entrance. Your child will be supervised in the foyer until club begins at 6:30 PM.

**Drive-through Pick-up:** Club ends at 8:15 PM. Follow the signs and parking attendants to join the drive-through parking line. A parking lot attendant will stop by your car to ask for your child’s name, and then your child will be walked to your car.

**Walk-in Pick-up:** If you prefer to park, you are welcome to come inside the building to pick up your child. Please park in designated areas and use care when crossing the drive-through line. Enter the building at the covered entrance and wait in the foyer. You may enter the sanctuary to get your child when the sanctuary doors open. If you are also picking up a child from Basics Jr., you will enter at the new Equipping Center entrance. Retrieve your younger child first, and then walk through the building to the foyer outside the sanctuary. When the sanctuary doors open, you may enter the sanctuary to retrieve your Basics child, then exit the building through the door most convenient to your car.

**Thank you for your patience and care as we work together to ensure the safety of every child!**

## Specifics for Parents of Allergic Children

- When you register online or the first time your child with allergies attends a Basics club you will complete a Medical, Media and Liability Release Form. Please give special attention to the medical allergies, medication being taken, medical problems portion of the form, notifying the ministry leaders of any serious allergies both orally and in writing.
- If your child has a life threatening allergy, he or she will wear a red allergy wristband (provided) at club for easy identification.
- Parents are the only ones who may administer medication except in the case of severe allergic reaction (anaphylaxis) with the preapproved use of an epinephrine auto injector.
- Parents leaving an epi auto injector at Basics must provide a detailed written action plan for use of the injector, along with dependable emergency contact information.
- For a child with a less severe allergy, parents are also welcome to submit a written action plan for allergic response.
- Basics leaders will ensure that any weekly candy or food reward will be from the preapproved list on the Safe Snack Guide posted at the Welcome Desk.
- **Treats from home may occasionally be shared in small groups. As stated in the Basics Allergy Policy and Action Plan, we ask that any treat be free of peanuts and tree nuts, but we cannot guarantee that homemade treats have been prepared in a nut-free environment.**

## Basics Allergy Policy & Action Plan

Because UCC seeks to provide a safe environment for all children in our care, an Allergy Awareness Policy and Action Plan is in place to partner with parents to address and respond to the wide-ranging allergies and allergic reactions common among children. Please see the UCC website for the complete Children's Ministries policy, or request a hard copy of the complete policy from a Basics staff member.

**Parents, please do not allow your child to bring any food or candy to Basics which contains peanuts or tree nuts.** We do not encourage children to regularly bring food to club, but if your child brings something for a special occasion, please consider choosing something from the Safe Snack Guide List or at the very least do not bring baked goods containing peanuts or tree nuts. The Safe Snack Guide List is included with the complete allergy policy on the UCC website and is posted at the Welcome Desk during club.

**It is important to note that we cannot guarantee a completely allergy-free environment and cannot be held liable for allergic reactions that occur in spite of the policies and procedures in this handbook.** However, we are deeply committed to working with Basics families to support children with allergies when at all possible.

**We value the health and safety of every Basics child.**

Please contact Katelyn at [katelynr@uplandcc.org](mailto:katelynr@uplandcc.org) if you have any questions or concerns related to the Basics Allergy Policy and Action Plan.

## Wednesday Night Schedule

<u>BOYS</u>	<u>6:30-7:00</u>	<u>7:05-7:35</u>	<u>7:40-8:15</u>
3rd-4th	Groups	Games	Gathering
5th-6th	Groups	Gathering	Games

<u>GIRLS</u>	<u>6:30-7:00</u>	<u>7:05-7:35</u>	<u>7:40-8:15</u>
3rd-4th	Games	Groups	Gathering
5th-6th	Games	Gathering	Groups



## Reward Events

Reward events are an exciting part of our Basics program! Children earn the opportunity to participate in reward events by memorizing a weekly Bible verse and completing the at-home Bible readings. See the intro pages in your child's notebook for more details. Basics is dedicated to cost sharing the price of these events with your family. We do not ask you to pay for transportation, leaders fees or the cost of scholarships.

The following are estimated costs to help you plan ahead, although actual costs may vary.

Fall Reward Event:

**Laser Tag Party @ UCC**                      \$10.00 including snack  
3rd—6th graders  
November 21, 2020

Spring Reward Trips:

**Indy Children's Museum**                      \$20.00 + money for lunch  
3rd & 4th graders  
TBD

**Kings Island, Cincinnati, OH**                      \$35.00 + money for 2 meals  
5th & 6th graders  
TBD

**Scholarships are available:**

We don't want the cost of reward events to keep any child from being able to participate. If these costs create a financial hardship for you, please contact Katelyn or call the church office at 998-2746. We'd be glad to help.

## Awards

At the end of the year we will have a special Awards Night Dessert to honor all of our clubbers. Plan to attend this celebration with your family.

**Certificates**—to recognize all participants

**String Backpacks**—for FIRST notebook finishers

**Water Bottles**—for SECOND notebook finishers

**Trophies**—for THIRD notebook finishers

**Plaques**—for FOURTH notebook finishers



Families are invited to

**BASICS & BASICS JR. AWARDS NIGHT**

TBD at 6:30 PM

Upland Community Church