



# Sample pages from General Introduction



[www.friendsandheroes.com](http://www.friendsandheroes.com)

[www.friendsandheroes.tv](http://www.friendsandheroes.tv)

# Right on!

Doing the right thing every time

## Introduction

This Holiday Bible Club has been designed for use by churches and other organisations who want to provide a fun experience with some Christian teaching, over a number of days, for children in the age range of approximately 6 to 11 years of age.

This pack outlines material for:

- 5 sessions (each approximately 2½ hours in length)
- A family fun-day (aimed at the children who have attended the club sessions and their parents or carers, which would last between 2 and 2½ hours)
- A short report-back session for your church or organisation, which can be included in a church service (with the option of a mini-drama performed by the children)

The material can be used in the course of a single week, with the children's club sessions on Monday to Friday, the family fun-day on Saturday or Sunday, and the report-back (sharing) session on Sunday or during a weekly church service.

Alternatively, the club can be run over a number of weeks, with one of the sessions taking place on a named day or evening for five weeks, and the report-back session taking place shortly after the fun-day session.

Outlines of the content of the different sessions are set out in this General Introduction and the detailed arrangements can be found in the Leader's Guides for Days 1 to 5, the Family fun-day Guide (Day 6) and the Report-back session Guide (Day 7). Firstly, however, here are some general points on setting up a Holiday Bible Club.

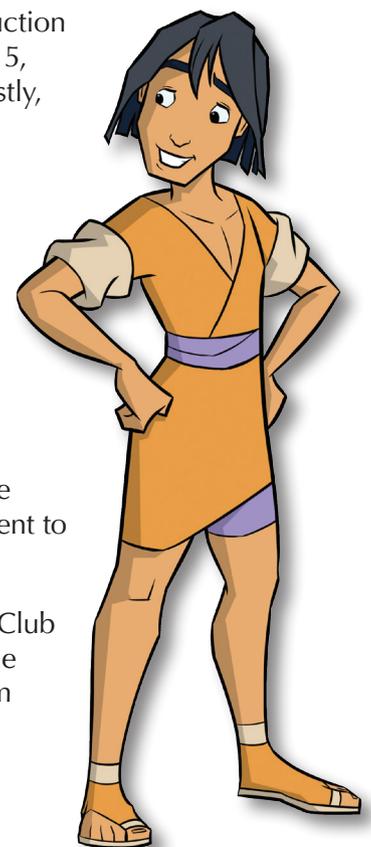
## Setting up a Holiday Bible Club

- ☆ Staffing and planning
- ☆ Space and facilities
- ☆ Control and safe-guarding

### Staffing and planning

Make sure you give plenty of thought, well in advance, to how your Holiday Bible Club will operate. You will need to devise strategies on how you advertise the event to children and their parents/carers and how they sign up to attend.

Although one person may have had the inspiration to organise the Holiday Bible Club and purchase this pack, there will need to be a team working together to share the responsibilities of organising, planning and running the event. The size of the team will depend on the number of children expected to attend.



Ask people well in advance of the planned dates of the club to ensure that they are available to help. It's often best to ask people directly if they would be willing to be involved in a specific area of the club rather than just asking generally for volunteers. You are likely to know who would be good at something in particular – craft, refreshments, music etc. So be bold – ask them to get involved!

Areas that need to be covered include:

- ☆ Overall coordination (particularly in the lead-up to the event there needs to be someone whose main role is to ensure that the various delegated jobs and responsibilities are being organised)
- ☆ Advertising the event
- ☆ Registration of children prior to the event
- ☆ Registration of attendance at the event
- ☆ Registration of the event with any local authorities (see below)
- ☆ Main presenters at the sessions
- ☆ Other volunteers to help with the groups and activities
- ☆ Provision and purchasing of supplies, in particular catering, craft resources, etc.
- ☆ Production of materials, particularly of Printable Resources in this pack
- ☆ Supervision and maintenance of technical equipment such as DVD player, screen, projector, sound equipment, etc.
- ☆ Group leaders (crafts, games, Bible, etc.)
- ☆ Decorating premises
- ☆ Clean up
- ☆ Facilities setup/take down

Of course, roles can be combined. Generally speaking, the smaller the event, the more likely it is that you will combine roles. However, the bigger the event, the more likely it is (and the more important it is) that people have clearly defined, well understood, individual roles.

**Registration with the Authorities** (These guidelines are current at time of publication – January 2012)

If the club operates in England on the basis that parents/guardians of children under 8 years of age will leave these children in the care of the holiday club for two hours or more, for five or more days per year, then you should register the club with OFSTED. This is easily done through the OFSTED website at [www.ofsted.gov.uk](http://www.ofsted.gov.uk). Search the site for 'childcare register'.

In Scotland, Wales and Northern Ireland, other arrangements apply. In Scotland contact the Scottish Commission for the Regulation of Care for current advice [www.careinspectorate.com](http://www.careinspectorate.com). In Wales contact the Care and Social Services Inspectorate Wales [wales.gov.uk/cssiwebsite/newcssiw/?lang=en](http://wales.gov.uk/cssiwebsite/newcssiw/?lang=en). In Northern Ireland child minding registers are maintained by local Health and Social Care Trusts – contact details for these Trusts can be found at Health and Social Care on the Northern Ireland website [www.hscni.net](http://www.hscni.net)

For the Isle of Man, contact [www.gov.im/socialcare/services/family/child\\_minders.xml](http://www.gov.im/socialcare/services/family/child_minders.xml)

of folder for the children to store these completed pages in, or you may suggest to children and parents that they might like to stick them in a scrapbook or collect them together in some way.

## A Day at a Glance – Days 1-5

### **Assembly (15 minutes)**

Welcome and Introductions  
Explain activities  
Explain group rotation  
Story background for Friends and Heroes

### **Screening Friends and Heroes (25 minutes)**

Show part or whole episode

### **Quiz from DVD Extras (optional)**

Revision of the story using the Stills from DVD Extras (optional)

### **Crafts (25 minutes)**

Main craft  
Alternative/extra crafts

### **Games and snack-time (25 minutes)**

Main game  
Alternative/extra games  
Snacks

### **Bible search, Memory verse and Reflections (25 minutes)**

Bible search  
Learn memory verse  
Discussion/reflection on Bible story(ies)  
Colour/paint the memory verse banner (optional)

### **Song time (25 minutes)**

Learn new song from Music Resources  
After Day 1, reprising songs learned on previous holiday club days.

### **Closing assembly (10 minutes)**

Practise memory verse  
Sticker page and stickers  
Take-home puzzle sheet

