



Sample pages from General Introduction



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Right on!

Doing the right thing every time

Introduction

This Vacation Bible School has been designed for use by churches and other organizations 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 VBS sessions and their parents or guardians, which would last between 2 and 2½ hours)
- A short Report back session for your church or organization, 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 VBS 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 VBS 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 given in this General Introduction and the detailed plans 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). First, however, here are some general points on setting up a Vacation Bible School.

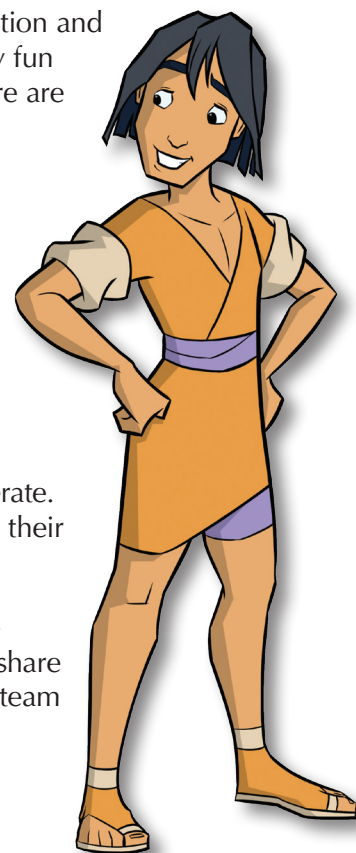
Setting up a Vacation Bible School


- ☆ Staffing and planning
- ☆ Space and facilities
- ☆ Control and child safety

Staffing and planning

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

Although one person may have had the inspiration to organize the Vacation Bible School and purchase this pack, there will need to be a team working together to share the responsibilities of organizing, 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 VBS 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 VBS rather than just asking generally for volunteers. You are likely to know who would be good at something in particular – crafts, 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 organized)
- ☆ Advertising the event
- ☆ Registration of children prior to the event
- ☆ Registration of attendance at the event
- ☆ Registration of the event with any local authorities
- ☆ 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 set up/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.

Space and facilities

Make sure that you have sufficient space and the correct facilities for what you plan to do. Remember you will need restroom facilities, given the period of time you will have the children. Clean kitchen facilities will also be useful if you plan to provide snacks. Ensure that your play and craft spaces are adequate for the number of children who will be attending. There should always be good circulation space to allow people to move easily in and out of different areas. Ideally craft and play areas should be distinct from one another. This allows for better setting up of activities and easier transition from one activity to another. In particular, think carefully about the placement of your DVD playing facilities and the associated viewing and sitting arrangements. Try to avoid having to re-set areas as much as possible (i.e., moving chairs or tables into position or out of the way) when the VBS is underway. This uses up time and can feel like a disruption to the flow of activities. However, in some situations this may be unavoidable. Overall, make sure that your space does not feel overcrowded in any way. Be practical. Don't overbook your event. On the other hand, if you have an excess amount of space for the children attending, try and limit the area that you use, through screens or the arrangement of furniture, etc., so that children do not wander too far away from proper supervision. If you use outdoor spaces for games (or even some craft activities), ensure that it is suitably enclosed, safe and with adequate supervision when children have access to it.



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)
Color/paint the memory verse banner *(optional)*

Song time (25 minutes)

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

Closing assembly (10 minutes)

Practice memory verse
Sticker page and stickers
Take home puzzle sheet

