Family members of an athlete can be added as "Guardians" to view the team schedule, RSVP to games and events, message team members, and edit the athlete's profile.

- 1. Sign in and go to your <u>Household</u> tab of your dashboard.
- 2. Click on an athlete sub profile.
 - NOTE: You cannot add a Guardian to the account owner's profile.
 - If you don't have a sub profile for the athlete, you will need to add one either through a registration or by claiming a roster spot.
- 3. On the right side, under the Guardians header, click the plus sign (+).
- 4. Input the Guardian's email address to invite them.
- 5. Toggle which athlete profiles this Guardian should manage.
- 6. Click Send Invitation.

How to Add a Guardian

To add a "Guardian", you must be the Primary Account Owner of the SportsEngine account. **Using an iOS Device**

- 1. Tap Account.
- 2. Tap on the "Player Profile" you wish to manage beneath Household Information.
- 3. In the lower right corner, tap the **pencil icon**.
- 4. Tap Add Guardian.
- 5. Enter the "Email Address" of the guardian you wish to add.
 - If you have multiple player profiles that have this person as a guardian, tap the **toggle switch** to make them a guardian of these profiles as well.
- 6. In the upper right-hand corner, tap **Save**.
 - **NOTE:** The invited guardian will appear in the "Guardians" tab as *Pending* until their invitation has been accepted. You will receive an email when the guardian has accepted the invite.

Using an Android Device

- 1. Tap Account.
- 2. Tap on the "Player Profile" you wish to manage beneath Household Information.
- 3. Tap the **Pencil Icon**.
- 4. Tap Add Guardian.
- 5. Enter the "Email Address" of the guardian you wish to add.
 - If you have multiple player profiles that have this person as a guardian, tap the **toggle switch** to make them a guardian of these profiles as well.
- 6. In the upper right-hand corner, tap the **Checkmark**.

•	NOTE: The invited guardian will appear in the "Guardians" tab as <i>Pending</i> until their invitation has been accepted. You will receive an email when the guardian has accepted the invite.