Hello (Parent Name),

I am (Coaches Name), the (position – head coach/team manager/admin of team) of the (Team Name) team. Thank you for registering (player name) with Peninsula Youth Football and Cheer (PYFC). We welcome him to the team and look forward to him joining our (grade) grade team.

We must move quickly and, foremost I will need a physical turned in immediately for (player) to participate. (See info on physicals below)

Additionally, we must move fast to plan gear pickup. Please review the information below, call me at 253-514-3863 with any questions, and respond to me ASAP so I know your plans and can help make preparations.

Physicals

The physical serves as a medical clearance to play and every player is required to have a physical on file, so they are authorized to play games. Note that, if your son has already had a physical, the date must be no older than November 18, 2017 (i.e. it must be no older than 2 years before the end of this season). Players without an up-to-date physical are not permitted to participate.

If yearly exam is upto date most doctors will provide without appointment. Most doctor offices have their own form (or even a handwritten authorization to play on the office stationary is acceptable) and can be delivered in paper format or emailed to me so I can forward it to the PYF office. You can also upload directly to your registration, just let me know you have done this.

If a physical is needed, MultiCare is offering physicals at urgent care and other locations at a reduced rate. Also, Physical forms can be found on the peninsula school district website at https://staticfiles.psd401.net/psd/documents/ParentsCommunity/Forms/Athletics/Pre-participation_History_and_Physical_Examination.pdf

Practices

(Insert team specific information on practices)

(player name) is welcome to join us for practices immediately (and I urge him to do so) but please note that, per USA Football regulations, he cannot participate in full contact for the first three practices. There is a requirement of three non-padded practices before contact can be made. For safety reasons we do ask players to bring helmets to non-padded practice.

Team Communications

You must download and sign-in to the Sports Engine App and subscribe as part of our team, the (insert team name). This is how we communicate practice schedules, game times and locations, as well as additional special messages. The following is a link to the site:

(Insert Link to team page)

Uniform

You will need to supply a mouth guard, cleats/shoes, (insert color) socks for game days, and a padded girdle to wear under (players name) pants. You may want to consider a padded undershirt as well. These items that you must supply are available at most every sports store, such as Big 5 or Dick's Sporting Goods.

[Please cut and paste appropriate information on gear depending on date registration is received]

Normal registration:

> **Gear Handout is scheduled (insert information).**
>
> **The pickup location is at the Peninsula Youth Football locker within a storage facility located at 2205 34th Ave NW 98335. It is close to the Gig Harbor airport and, when you arrive, the lockers are at the front and facing the road. (Player Name) will get fitted for a helmet, shoulder pads, a game jersey, a practice jersey, game pants, practice pants, and a belt.**

Registration after gear handout, but before make up day:

> **Gear Handout for late registrations is scheduled (insert information). This will be the only time before practice starts to get fitted for a uniform.**
>
> **The pickup location is at the Peninsula Youth Football locker within a storage facility located at 2205 34th Ave NW 98335. It is close to the Gig Harbor airport and, when you arrive, the lockers are at the front and facing the road. (Player Name) will get fitted for a helmet, shoulder pads, a game jersey, a practice jersey, game pants, practice pants, and a belt.**

Late Registration:

> **I will work with our equipment manager to arrange a time to get (player name) outfitted with a uniform. This will require us to schedule a time for you to drop by the PYF storage locker. (Insert Equipment Manager availability -have this ready before the email goes out)**

The pickup location is at the Peninsula Youth Football locker within a storage facility located at 2205 34th Ave NW 98335. It is close to the Gig Harbor airport and, when you arrive, the lockers are at the front and facing the road. (Player Name) will get fitted for a helmet, shoulder pads, a game jersey, a practice jersey, game pants, practice pants, and a belt.

Gear

All players are expected to attend practice and games with full gear, including mouth guards. Since we have full contact practices, no mouth guard means the player cannot participate. This is also true of the games we will play on Saturdays and, although we usually have a spare with us, we cannot always guarantee that will be the case. At this point, we have talked to the players about responsibility and the requirement of having all the equipment. We request your help to remind your player of this and ensure Cole brings all gear with them.

GAME SCHEDULE

The following is the list of dates, game start times, opponents, and locations for our games. I have also attached an image of it in case you want it for print. Please have your player arrive one hour prior to kickoff so we can warm up and meet as a team.

Please note that we need your help for our home games since we need 13 volunteers for each game: 7 pregame volunteers to help with manning the admissions, spirit wear, and concessions; and 6 game-time volunteers to serve as the clock operator, announcer, and chain gang. To be clear, this would only be for the home games. For further information on volunteering please see the parent meeting notes or contact (Insert team manager information)

Additionally, we welcome those with photography and videography equipment and skills to help us record all of the games this season. Following the season, it would be fun for the kids to remember their experience this season with a highlights reel. Please let us know if you can help.

Insert Schedule info below when it is available- make sure to add subject to change – example given

September 8th (12:30 PM)

- **Tides vs. Braves**
- **Location: Art Crate Field (22215 38th Ave E, Spanaway, WA 98387)**
- **Tides Jerseys: White**

***Please keep the Saturdays of (insert playoff weekends) open for possible post-season play (opponents, time, and locations TBD). As well as the weekend of November 16th and 17th for gear return.**

Parent Support, Communications, etc.

Teams and families are fully encouraged to use Sports Engine for all communication. For this reason, please explore the website and app (if you are receiving no emails check to make sure it is not going to spam)

(Insert Team Manager Info) serves as Team Manager and spearheads parent involvement. (He/She) will reach out to you separately to bring you up to speed on parent activities that support the team and PYF.

Again, thank you for registering (Player Name). Feel free to contact me by phone to discuss this or to answer any additional questions.

Thank you,

(sign)

(insert preferred contact method)