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WHAT IS IT?

# Online Sports Registration

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We are excited to announce that we are now offering the convenience of online registration through FamilyID (**[www.familyid.com](http://www.familyid.com)**).

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to register for our programs, and helps us to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs.

# What does this mean for you?

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- You can now sign up for your students sports season from anywhere.
- You **DO NOT** need to come in to the nurse's office the days leading to the season.
- You can be on vacation, out of the country, at work, or anywhere that has **internet access** and register.
- You have a roughly **30 day** window to sign up for the sports season.
- You will be asked to sign up and create an account with an **email address**.
- Think of this as if you were signing up for any other online system (Facebook, Instagram, Twitter, etc.)
- The **Parent/Guardian** is required to sign up their student for sports and needs to sign their name in the consent areas.
- Once you input your students information, the system saves it, for quick registration the next sports season, making it even faster to sign up.

# What does this mean for the district?

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- No missing papers handed in to Coach, Nurse, Athletic Trainer, Athletic Office, etc.
- We will be able to clear your student for athletics faster.
- We will be able to notify you of changes needed to be made, and if your student has been cleared or not cleared immediately via email (Please check your email!)
- We will be able to have you review district and state policies directly in the registration and verify that you have done so.
- Coaches will be notified instantly who is cleared to practice/participate.
- Less paperwork for our coaches.
- We will be able to gain valuable data on who plays what sports and track your students through their athletic career in the district.

# Is this all that you need to do?

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No

- Students also need to have a valid **PHYSICAL EXAMINATION** on file with the appropriate school building nurse. (HS or MS)
- Physical examinations are valid for a **1 YEAR** period.
- Your student's Physical examination needs to have been done within **1 YEAR of the first day of practice**
- Your student should have a Physical done with your personal physician or Open Door.
- In an emergency situation where you can not schedule one with either of these institutions, the school district could provide one for you by **appointment only**.

# So how do you sign up?

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Using an internet capable device (Computer, iPad, Tablet, Laptop, Phone, Etc.)

- Go to the Port Chester School District website: ([www.portchesterschools.org](http://www.portchesterschools.org))
- Scroll down to the section that says “Sports Registration” on the main page
- There will be 2 blue buttons that say “**Register Now**, powered by FamilyID”
- Click on the appropriate button for the building in which your student goes to school (HS or MS)
- If you have already created a FamilyID account, Log in and register, fully completing the form.
- If you have not already created a FamilyID account, create an account first, then register, fully completing the form.

# Things to know while registering.

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- You have a roughly 30 Day window to register before the first day of practice.
- The **Parent/Guardian** is required to sign up their student for sports and needs to sign their name in the consent areas.
- All areas with a **RED Asterisk** need to be filled in, even if you may not have information to put in them. The system will not allow you to complete the registration unless all fields are filled out.
- Please fully read all **agreements and policies** as you will be asked to acknowledge verification via your signature.
- If you do not have internet access or a capable device, you can come in to a school district building by appointment, or use a public internet access location (Public Library, Carver Center, etc.)

# When does registration open?

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High School Students participating in Varsity and JV Sports:

**October 8th through November 2<sup>nd</sup>**

**Registration will close on the Friday before the first day of practice. It will re-open on the first day of practice, however, anyone signing up at that time or later will not be able to practice on the first days and will need to wait to be cleared.**

Middle School Students participating in Modified Sports:

**October 29th through November 21**

**Registration will close before the Thanksgiving holiday observance. It will re-open on the first day of practice, however, anyone signing up at that time or later will not be able to practice on the first days and will need to wait to be cleared.**



# What can you do right now to prepare?

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- Make sure your student has a valid physical on file with the appropriate school building nurse.
- If an updated physical is needed, make an appointment now to get one.
- Create an account with FamilyID now using an email address, and remember your login information.
- Browse to the [www.portchesterschools.org](http://www.portchesterschools.org) website and locate the FamilyID registrations to become familiar with the registration portal.

# Questions?

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