

Guardian Registration Guide

Cambridge City Hockey Club

Getting started

You will be sent a registration link or go to -

<https://teamo.chat/club/register/cchc>

The registration form is designed to be easy to complete on your phone or desktop computer:

Once read:

- Please **Tick** the agreement to the terms and conditions
- Then click **Register and Read the Privacy Policy**.

I have read and agree to **teamo's terms and conditions.**



Register

Please choose one of the following options

Adult Registration Form

I am a player, coach or official in the club

Junior Registration Form

I am a parent/guardian

Player Details

Please only enter a **mobile** and **email** if they belong to this child/player, **Parent/Guardian Details come next!**

* denotes required fields

First Name*



Player details page

Please select **Junior Registration Form**.

Enter the details of your **child**.

Required

- Name
- Date of birth

Only if the child has them

- Mobile phone number
- Email address

NOTE: Your details come next.

Select their **Club Section** - This will be their group

If you have more than one child...

You will then be given the option to **Add Another Player/Child**.

If you have more than 1 child playing at the club - **repeat above steps**.

PLAYERS/CHILDREN

Joe Bloggs

Edit

Add another Player/Child

Family member details page

Select **Add Parent/Guardian Details**

Add your details and **confirm your relationship** to each player.

Add the next Parent/Guardian if necessary and repeat above steps.

PARENT/GUARDIAN DETAILS

Add Parent/Guardian Details

RELATIONSHIPS

Joe Bloggs

I am Joe's

Father



Continue

continued...

Registration form

You may be redirected to your club's **Registration Form**.

The fields covered include:

- Medical Information
- Consent Member Information
- Declarations

NOTE: You may not be required to complete this section.

Please work through the form, filling out the **relevant fields** and **answering all the questions**.

Declarations

Please answer these questions on behalf of
Joe Bloggs (Age 16)

Declaration 1 - Code of Conduct I/my child will abide by the code of conduct	Yes No
Child Consent - Transport I give permission for my child to travel with	Yes No

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Medical Information & Consent

Please answer these questions on behalf of
Joe Bloggs (Age 16)

Any Medical Conditions*
If none, please note N/A

Emergency Contact Name*

Emergency Contact Number*

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Club Registration Complete



Teamo

Stay Connected - Install the App Now.



Registration complete!

Now to access Teamo...

Mobile

- Head to your **App/Play Store** and search for '**teamo**'.
- Simply download the app and enter your **phone number** to login.

Web

- Head to Teamo on **Web** at the following link - <https://web.teamo.chat/>
- **Scan your QR code** via the app (Settings > Teamo Web/Desktop) or login using Social Network.

Frequently Asked Questions

Will I be able to update/edit information after I have registered?

- Yes, in your teamo app - go to **Settings > My Profile > Edit Information**.

Will I be able to add another guardian/to the players profile?

- Yes, in your teamo app - go to **My Profile > Select Child's Account**, select **Add Guardian** and complete Add Parent/Guardian process.

I want to add my Child/Dependant's Phone/Email Address?

- In your teamo app - head over to the **Player Profile > Edit Information** and **Insert Players Details**. They will then receive a verification code on their phone and be able to access their account.