

Team,

My name is Cari Lee, and I am the PA for your daughter's team for the 2024/2025 season. I would like to welcome all the families to the team. My husband's name is Mike, and our daughter's name is Abby. This will be Abby's third year with Kings Hammer.

My email address is [your email here](#). My cell phone number is xxx-xxx-xxxx. Save my number in your phone and feel free to text me with any questions or concerns. I will serve as your liaison between KH administration and Tamer. If you need anything, feel free to reach out to me first so that Tamer can concentrate on trainings and games.

We will be using PlayMetrics for team schedules and communication. It is very important that you have your notifications on for the app so you have the most up-to-date information. Please add your player to your account in PM with their email address under 'menu' and 'family contacts', then click the blue plus to add a new contact.

Throughout the year you will be receiving emails from me through PlayMetrics. I'll do my best to condense the various emails from the club and keep you up to date on important happenings. When we have tournaments there will be emails specific to each tournament. If we have an out-of-town travel weekend the hotel options will be communicated in advance. Please pay attention to the deadlines to book your rooms in these situations.

Our practice schedule should be out within the week. Our game schedule for the year is in Playmetrics now. The locations and times will be input as soon as we have them but the home/away should give you an idea of where you'll be for each game. I will be sure to notify you of any changes. I also added the tournaments for the season. We will also have tournaments in the spring but those will be communicated later.

I am sure Tamer will touch on this in his email, but it is **IMPERATIVE** that you put your players availability into Playmetrics both for games and trainings. It is easiest to set the attendance for all as present and then go back in and change what you need rather than trying to remember to do it weekly - please let me know if you need any help with doing this. This also helps us in rostering players for games as this must be done each week for ECNL league games and showcases. **Your player needs to have ALL uniform pieces in their**

**player bag at every game as many times we must swap jerseys or socks at the sideline.**

If you are new to the club and need help with uniforms, Playmetrics, or online documentation - please do not hesitate to reach out. I look forward to meeting all the new players and families and kicking off our season!