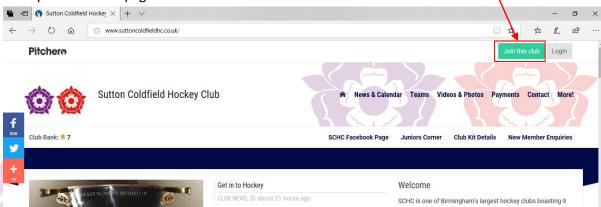
#### HOW TO JOIN SUTTON COLDFIELD HOCKEY CLUB'S WEBSITE

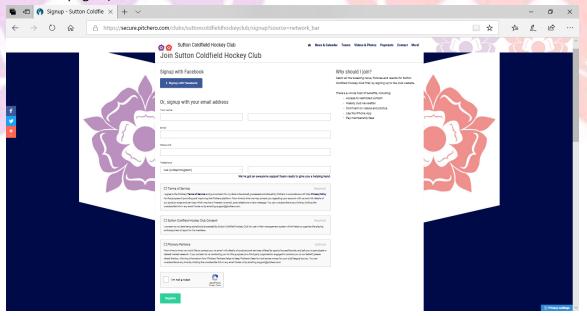
The men's club is moving membership record keeping and subscriptions online, using functionality built into the club website <a href="www.suttoncoldfieldhc.co.uk">www.suttoncoldfieldhc.co.uk</a> This gets rid of a lot paperwork and data entry, and will make job of the volunteers who manage the membership and finances a lot easier.

Sutton Coldfield Hockey Club uses a website building and hosting service called Pitchero, which England Hockey announced as an endorsed provider of club and league websites in February 2018.

In order for a SCHC member to register on our website, click on the green "Join this club" button at the top of the home page:



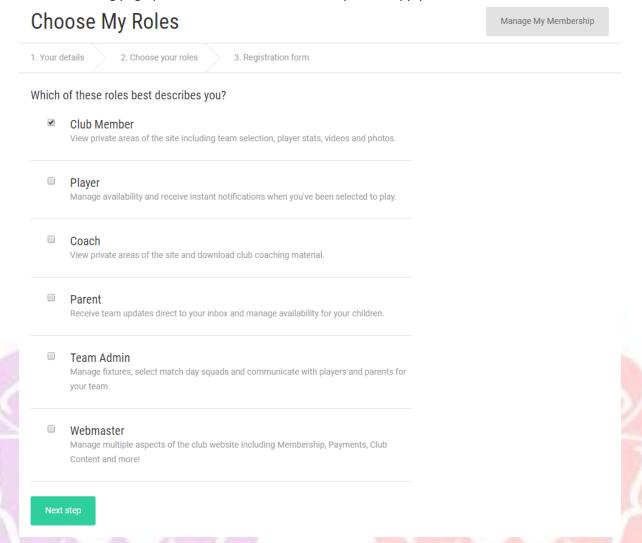
The next page takes you through the Pitchero registration process which can be set up either by using your existing email address or linking to your facebook account (NOTE: if you already use Pitchero for other clubs, you can select SCHC as an additional club attached to your existing as shown on page 3):



Here you will be asked to agree to Pitchero's Terms of Service and provide consent to our club to allow SCHC to store and process your data.

Once you are happy, click 'Register' in green.

On the following page you will see a list of roles which you can apply for at the club:



Tick the roles which you'd like to apply for and select 'Next step' in green towards the bottom of the page.

Depending on the role(s) you select you will be asked to fill further questions by Sutton Coldfield Hockey Club through our registration form. You can have as many roles as are relevant, for example you may be a player and a parent of a junior member, in which case you would choose both.

#### Click 'Complete application' in green.

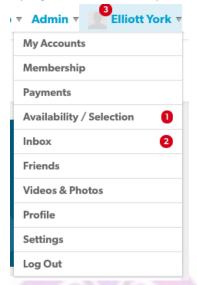
If you select no roles you will be assigned to the Supporter role at our club. Any other roles will be moderated by the Membership Secretary relevant to the section of the club you have selected to join (Men's, Ladies or Juniors).

#### Parents and Junior players

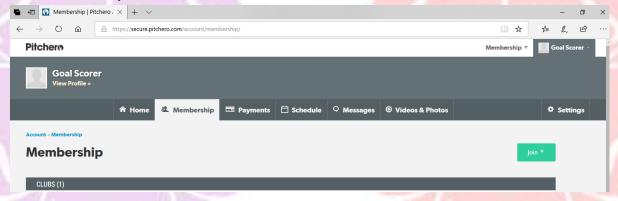
Junior members may join the website in their own right from the age of 14 but it is up to parents to decide if they are happy for their child to register. Whether or not your child registers, we ask parents to register, apply for the parent role and add their child players to their membership. This will allow parents to pay their child's subscription.

How to join SCHC if you already have a Pitchero account for other club memberships:

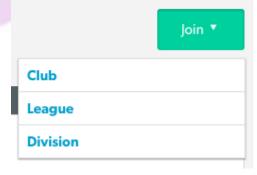
Login to your Pitchero account and hover over **your name or click on the drop down arrow** in the top right-hand corner of your screen:



### Select Membership:



### Select 'Join' in green and then choose Club:



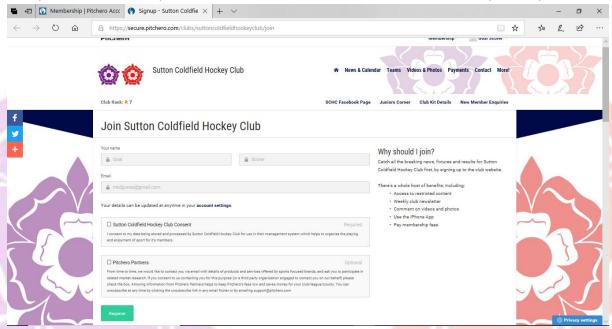
In the search bar that appears type in the name of the Pitchero club you wish to join (Sutton Coldfield Hockey Club):



Sutton Coldfield Hockey Club should show in the drop-down list, please click into it.

After that, you will be taken to Sutton Coldfield Hockey Club's signup page.

Here you will be asked to provide consent to our club to allow SCHC to store and process your data:



Once you are happy, click 'Register' in green. This will then take you through the same steps as shown at the top of page 2 of this document.