



# **Bergenfield School District Athletic Department Sports Registration Information**

Dear Parents/Guardians:

We are excited to announce that Roy W. Brown Middle School and Bergenfield High School will now be using online registration for our sports teams through our partner company, FamilyID.

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 so you enter your information only once for multiple uses, multiple family members and multiple programs.

## **BEFORE YOU REGISTER:**

**PHYSICAL EXAMS:** A physical exam must be current within the past 12 months and signed by the physician. If the student's physical expires during the season, they will not be able to play until a new physical exam is received. Physical forms can be obtained here - <http://www.state.nj.us/education/students/safety/health/records/athleticphysicalsform.pdf> Completed physical forms must be returned to the school Nurse and the Nurse will advise parents when a student has been cleared.

A parent/guardian should register by going to this web address here for students attending Roy W. Brown: <https://www.familyid.com/roy-w-brown-middle-school>

A parent/guardian should register by going to this web address here for students attending Bergenfield High School: <https://www.familyid.com/bergenfield-high-school>

1. Under the "Programs" title, click on the link for the program you want to sign up for. Scroll to bottom of page to either **Sign Up** if this is your first time using FamilyID, or **Log In** if you already have a FamilyID account.
2. Sign Up for your secure FamilyID account by entering your family name, email address and password. You will receive an email with a link to activate your new account. (If you don't see the email, check your spam or junk folders.)
3. Click on the link in your email activation, which will log you in to FamilyID
4. If you do not return to the registration form, click 'Find Programs' to retrieve the form. Once in the registration form, complete the information requested. When you have completed the form, click the "Save & Continue" button.
5. Review your registration summary and click the green 'Add to Cart'.
6. On the next page, select 'Confirm Registration'

You will receive an email receipt from [registrations@familyid.com](mailto:registrations@familyid.com). You can also view your completed registration in your "Registrations" tab. You can log into <https://www.familyid.com> at any time to update your information and to check your registration(s). **Please be sure to read all forms before electronically signing the forms. Some forms are state required; some are required by the Athletic Department. All forms, physicals and the Student Athletic contract must be signed before any student will be cleared to begin practice.**

Please do not hesitate to contact the Athletic Department with any questions at 201-385-8876.