

Initial Phone Call Script

Good evening, my name is (your name) and I will be (child's name) coach this season. I wanted to call you and touch base, give you my contact information, and provide some initial information.

I have (their phone number and e-mail address) as your contact information. Are these the best way to contact you? I will create a distribution list and send a welcome letter soon.

You can reach me at (phone number) or via e-mail at (e-mail address).

We will be having our first practice... At the first practice, I will have additional information to hand out and we can discuss the plan for the season. In addition, I will send you a welcome letter within the week.

I look forward to a great season with (child's name). Do you have any questions for me?

It was nice talking to you. I look forward to meeting you.