

## Add or Update Your Emergency Card in the ATLAS Parent Portal

Follow the steps below to update your student’s **Medical History** and **Emergency Contacts** – Include your child’s physician information, health insurance details, and provide medical authorization.

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### Step 1: Log In to the Parent Portal

Go to [parents.fresnou.org](https://parents.fresnou.org) and or scan the QR code to log in using the **email and password** you created when setting up your ATLAS Parent Portal account.



### Need to create an account?

If you need to create an Atlas Parent Portal account, refer to your student’s report card—your ATLAS Parent ID and password are listed in the bottom left corner. For further assistance, contact your child’s school office.

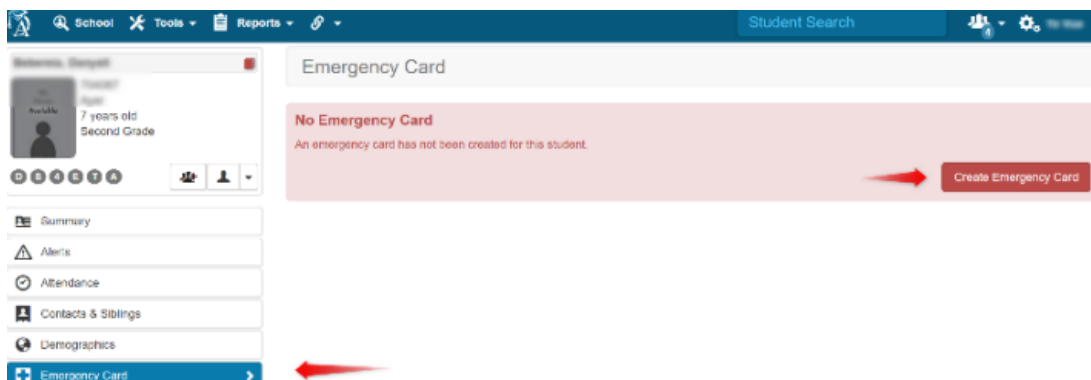
### Forgot Password?

Reset your password by clicking “forgot password”

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### Step 2: Select your student and access the Emergency tab

Once logged in, select your student and click on the “**Emergency Card**” tab on the left-hand side. Then, select “**Create Emergency Card**” or use the edit buttons to change existing information.



Complete each section:

### Emergency Contacts

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### Allergies

### Health Conditions

### Medication

### Family Doctor

### Health Insurance

### Authorization

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### Step 3: Adding or updating Contacts

If you need to add or update a contact, click the **“Contacts & Siblings”** tab on the left-hand side. Click the **“Add Contact”** button to add a new contact or click **“Edit Contact information”** to update an existing contact.

### Step 4: Save Your Changes

Once updated, your contact information will now be updated across all connected systems, including communication tools like ParentSquare. **Congratulations – this is huge!**