

Updating Info in your eSchool Parent Portal

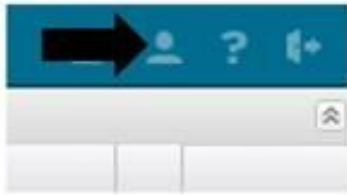
1. Log into the eSchool Data Parent Portal by clicking on the following link:

[Link to Parent Portal](#)

**If you don't know your login information, please contact one of the following:

- a. For Middle and High School: Rose Wlodarczrk - rwlodarczyk@cheektowagasloan.org
- b. For Elementary School: Susan Kempa - skempa@cheektowagasloan.org

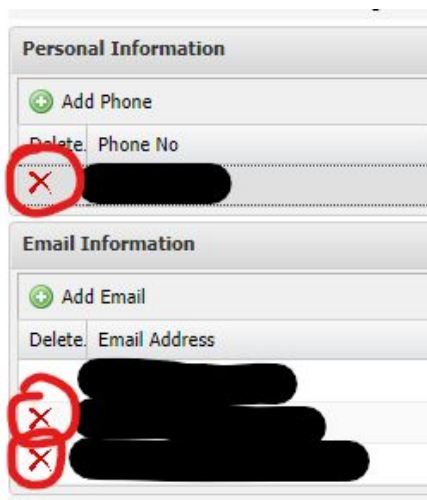
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2. Click on the picture of the person at the top of the page.



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3. Click on the "Personal Information" tab at the top of the screen.

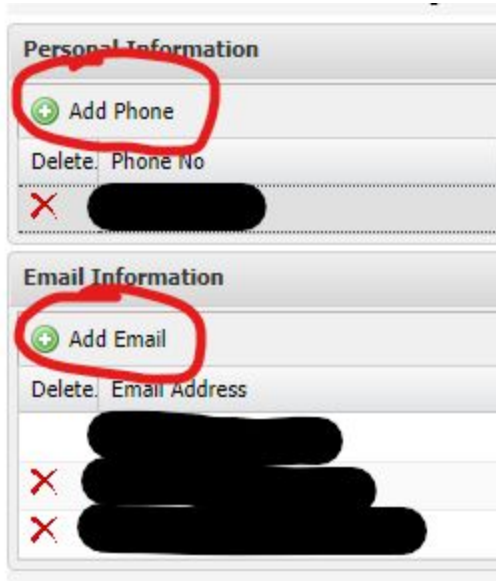


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4. Check and change your personal information, including phone number(s) and email address(es), as needed. You can remove a phone number or email address by clicking on the red x next to the item you need to remove.



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5. Add additional email addresses or phone numbers by clicking on "Add Phone" or "Add Email."



The screenshot shows two sections: "Personal Information" and "Email Information". In the "Personal Information" section, there is a green plus icon followed by the text "Add Phone", which is circled in red. Below it, there is a "Delete: Phone No" label and a red 'X' icon next to a blacked-out phone number. In the "Email Information" section, there is a green plus icon followed by the text "Add Email", which is also circled in red. Below it, there is a "Delete: Email Address" label and two red 'X' icons next to blacked-out email addresses.

6. Don't forget to save your changes by clicking the "Update Personal Info" button in the lower right corner of the screen.

