

Debbie Beach, L.C.S.W.
PARENTING PLAN CHECKLIST

- **Shared narrative:** what to tell the kids (what, when, how and follow-up conversations)

- **Decision Making:**
 - Major decision making (education, religion, health-mental and physical)
 - Decision making on extracurricular activities
 - Day to day decision making

- **Schedule**
 - School year
 - Drop off/pick up time and location
 - Who will transport
 - Canceled visits rescheduled/make up time
 - Sick days
 - Snow days (late opening, early dismissal)
 - ½ days and teacher work days
 - School days off that are not federal holidays
 - Summer schedule
 - Same or different from regular schedule
 - Vacations
 - Camp
 - Holidays
 - Consider when the holiday starts and where the children will be
 - Consider problems of long separations created by changes in schedule
 - One day federal holidays
 - MLK Day
 - President's Day
 - July 4th
 - Labor Day
 - Columbus Day
 - Veteran's Day
 - Other holidays
 - Mother's Day/Father's Day
 - Spring Break
 - Halloween
 - Thanksgiving
 - Christmas Eve/Day
 - Winter Break
 - New Years Eve/Day
 - Jewish Holidays
 - Other
 - Birthdays (children and parents')
 - Who will plan celebration
 - Who will attend celebration
 - Who will pay for celebration

- **Changes to the access schedule**
 - How would requests for changes be made (verbal, writing)
 - How to handle requests for changes
- **Right of first refusal:** Does one parent have the first option to be with the children if the other parent cannot (prior to getting a sitter)? How much time for this to be implemented?
- **Parent attendance at open child activities/events**
- **Communication**
 - Phone calls between child and parent
 - Communication protocol between the parents
 - Frequency
 - Method
 - What to do if the conversation gets uncomfortable for one or both parents
- **Plan for toys, belongings and sports equipment to move back and forth between homes**
- **Medical and dental needs**
 - What to do in a medical emergency for one of the children
 - How to handle regularly scheduled medical and dental appointments for the children (notify the other parent? How far in advance? Who will attend?)
- **Exchange of information**
 - Medical information (appointments, information from medical professionals, if child is sick, treatment recommendations, medications given)
 - School information (meetings scheduled, event notices, volunteer opportunities, daily and weekly school information, report cards, attendance at parent-teacher conferences)
 - Travel information (informing the other parent, exchange of itinerary information, domestic, international, how to reach the children when travelling)
- **Child Care**
 - How to make child care decisions
 - Exchange of information about childcare provided
- **Dispute resolution**
- **Parent dating and how to introduce significant others to the children**
 - Steps and factors to consider in introduction
 - Letting other parent know prior to introduction?
 - Overnight guests?
- **Relocation**
- **Periodic review of Parenting Plan**