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Parenting Plan Checklist

- Shared narrative—what to tell the kids, when, how, 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 schedule
 - 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 professional days at school
 - School days off that are not federal holidays
 - Summer schedule
 - Same or different from regular schedule
 - Vacations
 - Camp
 - Holidays (supersede regular access schedule)
 - Consider when these holidays start and end and where the children will be
 - Three weekends in a row
 - MLK day
 - President's day
 - Spring break
 - Mother's Day
 - Memorial Day
 - Father's Day
 - July 4th
 - Labor day
 - Columbus Day
 - Halloween
 - Thanksgiving
 - Christmas (Eve and Day)
 - Winter break
 - New years (Eve and Day)
 - Any other religious holidays (e.g. Easter, Passover, Hanukah, etc.)

- Vacations other than summer vacations
- Birthdays (Children's and Parent's)
 - Who will plan celebration?
 - Both parents 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 1st 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 before implemented?
- Parent attendance at open child events
- Communication
 - Phone calls between child and parent
 - Specific 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 other parent? How far in advance?
- Exchange of information
 - Medical information (appointments, information from medical professionals, if child is sick, treatment recommendations)
 - 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 children when traveling)
- Child care
 - How to make child care decisions
 - Exchange of information on childcare provided?

- Issues regarding what parenting practices will be consistent between houses and what can be different?
- 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
- Emergency preparedness
- What to do if reach impasse on parenting issue?
- Reviews of the parenting plan