

PARENTING PLAN CHECKLIST

I. **Regular time sharing schedule** – including weekdays/weekends/who provides transportation/transfer location (i.e. parents home, neutral grounds: school, grandparent, library, McDonalds, halfway point)

Weekends: _____

Weekdays: _____

Transfer location: _____

II. **Holidays** – typically these take priority over the regular time-sharing schedule:

a. **FREQUENTLY CELEBRATED RELIGIOUS AND SECULAR HOLIDAYS (alternate yearly or shared with specific time for drop off/pick up:**

New Year's Eve/Day _____

Easter – Good Friday and Easter Sunday _____

Passover (1st and 2nd nights) _____

Rosh Hashanah (1st and 2nd nights) _____

Yom Kippur (evening and day) _____

Hanukkah (first night) _____

July 4th (overnight for fireworks) _____

Halloween (including who provides the costume) _____

Thanksgiving (Thurs., Fri., Sat., Sun.) _____

Christmas Eve/Day _____

Kwanza _____

Ramadan _____

Other religious/cultural important days _____

b. **THREE DAY WEEKENDS – specify individually (alternating yearly, shared or designate to be with parent having adjacent weekend)**

President's Day _____ Labor Day _____

Veterans Day _____ Memorial Day _____

Martin Luther King's Day _____ Columbus Day _____

c. **PARENTS SPECIAL DAYS/VACATION (exact time and person responsible for transportation)**

Mother's Day _____

Father Day _____

Parents' uninterrupted vacation periods – notice in writing?

d. **SCHOOL RECESSES**

Winter school recess - _____

Teacher workdays – may specify by adjacent weekend or alternate

Spring school recess _____

Summer school recess _____

e. **BIRTHDAYS (exact times)**

Parent's birthdays _____

Children's birthdays _____

f. **ACTIVITIES**

After school – whose choice? _____

Camp _____

Work _____

- III. Responsibility of Mother/Father with regard to:**
- Recreational activities _____
 - Discipline _____
 - Medical and dental visits _____
 - Children's gift giving _____
 - Daily supervision _____
 - Contact with extended family _____
 - On-going school activities _____
 - Significant others _____
 - Clothing _____
 - Religious activities _____
 - Haircuts _____
 - Curfews _____

IV. Alternate Arrangements – the following are provided for consideration:

- a. Both parents can reschedule upon mutual agreement (in writing).
- b. What type of alternate visitation can be arranged when one parent is in the military (active or non-active duty)?
- c. Right for first refusal: Should the designated parent be unable or unavailable to care for the children during the time listed, then the other parent will be given first option to care for the children during that time. If that parent is not available, does regularly scheduled parent make arrangements for child and notify other parent of child's alternate carecaker?
- d. No first option for care: if parent is unavailable, that parent forfeits time with the child? Or: parents are responsible to find appropriate alternate caretaker (i.e. baby sitter) if unavailable to care for child during their designated time.
- e. When are plans with one parent to be confirmed (24 hr/48 hr/one week's notice?) and how do each of parents notify one another of plans (verbally or in writing?)
- f. Alternate child care (is other parent given name and contact information of alternate caretaker/does child caretaker have both parent's contact information in case of emergency)
- g. Should there be verification before implementation of visit? Who calls whom? When? Is there a grace period if parent is late (15 minutes/1/2 hour)? Is time forfeited if parent does not call or arrive before grace period? What arrangements are there if parent is not home at return time?
- h. What if child has special activity during non-residential parent's time? Who is responsible for getting child there?
- i. Are anyone other than parents permitted to pick up and return children?
- j. What if the child is sick?
- k. If more than one child – any plans individualized time with child?

V. Who goes to child's special events? Grandparents? New Spouses? Significant others such as boyfriends, girlfriends? Does residential parent supply information regarding special events or is it non-residential parent responsibility for retrieving information?

- VI. **What information do you wish to have regarding your child?** When, where, and how will this information be exchanged?
- VII. **Telephone access** – specific days and/or times?
- VIII. **Any restrictions on medical, psychological, counseling, babysitters, dental, discipline, children’s trips, relocating?**

**ADDITIONAL PARENTING PLAN CONSIDERATIONS
(designate primary or shared responsibility)**

Education

School selection_____	Teacher Meetings_____
School attendance_____	Emergency card_____
School functions_____	Pick-up list_____

Enrichment activities

After school_____	Tutoring_____
School breaks, summer_____	Sports, music, dance, etc._____

Religious training

Medical care

Check ups_____	second opinion_____
Sick care_____	mental health_____
Dental/eyes_____	insurance_____
Birth Control_____	

Extended family and special friends

“Mom” and “Dad” references_____	Grandparents’ time_____
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Communication between parent and child

Schedule phone time_____	initiator of calls_____
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Communication between parents

Flexible_____	weekly parent calls_____
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Discipline

Who may administer?_____	type_____
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Safety/health issues (parent and child)

Smoking_____	tattoos_____
Drinking_____	piercing_____

Relocation