

Proposed Parenting Plan Worksheet

Case #: _____

Parent Name: _____

Submitted on Date: _____

Parents are encouraged to each complete this worksheet to facilitate their discussion and development of parenting plan. This document may be used in discussion with your facilitator, child specialist, collaborative attorney, or mediator.

	Mother	Father
Name		
Address	Do NOT COMPLETE if there is an Active Order of Protection	Do NOT COMPLETE if there is an Active Order of Protection
City, State, Zip		
Alternate Mailing Address		
Date of Birth		
Telephone	Do NOT COMPLETE if there is an Active Order of Protection	Do NOT COMPLETE if there is an Active Order of Protection
Alternate Contact Telephone No.		
Email	Do NOT COMPLETE if there is an Active Order of Protection	Do NOT COMPLETE if there is an Active Order of Protection

This parenting plan applies to the following child/ren:

Name	Birth Date
Child 1	
Child 2	

Proposed RESIDENTIAL SCHEDULE

Key: Use "M" for Mother and "F" for Father

Week 1	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							
Night							

Week 2	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							
Afternoon							
Evening							
Night							

Comments/Reasons for Proposed schedule:

Location of pick-ups: _____

Location of drop-offs: _____

Proposed SCHEDULE FOR WINTER/CHRISTMAS VACATION

The child(ren) will reside with () Mother () Father during the winter vacation or
 The child(ren) will reside with () Mother () Father for the first week of winter vacation in () even
 () odd years.

Comments/Reasons for Proposed schedule

Proposed SCHEDULE FOR SPRING VACATION

The child(ren) will reside with () Mother () Father during the spring vacation except for the following days and times when the child(ren) will reside or be with the other parent as follows:

Proposed SUMMER SCHEDULE

Upon completion of the school year, the child(ren) will reside with the parents as follows:

OR:

- () same as school year schedule
- () one week every month
- () two weeks every month
- () one month

Comments/Reasons for Proposed schedule:

Proposed SCHEDULE FOR HOLIDAYS

The residential schedule for the child(ren) for the holidays is:

- 1. New Year's Day () Mother () Father () Odd Years () Even Years () Every Year
- 2. Martin Luther King () Mother () Father () Odd Years () Even Years () Every Year
- 3. President's Day () Mother () Father () Odd Years () Even Years () Every Year
- 4. Easter Friday () Mother () Father () Odd Years () Even Years () Every Year
- 5. Easter Sunday () Mother () Father () Odd Years () Even Years () Every Year
- 6. Passover () Mother () Father () Odd Years () Even Years () Every Year
- 7. Mother's Day () Mother () Father () Odd Years () Even Years () Every Year
- 8. Memorial Day () Mother () Father () Odd Years () Even Years () Every Year
- 9. Father's Day () Mother () Father () Odd Years () Even Years () Every Year
- 10. Fourth of July () Mother () Father () Odd Years () Even Years () Every Year

- 11. Labor Day Mother Father Odd Years Even Years Every Year
- 12. Columbus Day Mother Father Odd Years Even Years Every Year
- 13. Thanksgiving Day Mother Father Odd Years Even Years Every Year
- 14. Hanukkah Mother Father Odd Years Even Years Every Year
- 15. Christmas Eve Mother Father Odd Years Even Years Every Year
- 16. Christmas Day Mother Father Odd Years Even Years Every Year
- 17. Other _____ Mother Father Odd Years Even Years Every Year
- 18. Other _____ Mother Father Odd Years Even Years Every Year
- 19. Other _____ Mother Father Odd Years Even Years Every Year

Yes _____ No _____ :Holidays which fall on a Friday or Monday will include Saturday and Sunday.

For purposes of this parenting plan, holiday times will begin and end as follows:

Comments/Reasons for Proposed schedule:

Proposed Schedule Regarding BIRTHDAYS

1. Each parent shall have the option of having the child for a _____ hour visit on that parent’s birthday, if the child is not already with the parent on that day. The timing of the visit shall be arranged with at least _____ days/weeks notice.
2. The parents will hold birthday parties for the child in alternating years, with the mother holding the party in even odd numbered years and the father holding the party in even odd numbered years. The child’s birthdays are special days in themselves and will not count as a visitation day for the parent hosting the party.
3. The parent who holds the party will cover the expenses for the celebration. The non-host parent is responsible only for his or her own present(s) for the child.
4. The non-host parent will have the right to attend the celebration or, alternately,
5. The non-host parent will be able to spend up to two (2) hours with the child before 4:00 p.m. on the child’s birthday, provided that this has been arranged with the other parent at least _____ days/weeks in advance, in order to be convenient for both of them.

Proposed TRANSPORTATION ARRANGEMENTS: Transportation arrangements for the child(ren) between the parents will be as follows:

Proposed SCHOOL / DAYCARE

Enrollment / Attendance

The child(ren) will be enrolled and attend as follows:

Child 1: School	Grade:
Child 2: School	Grade:

Mother Father Both to reside in the jurisdiction of the local school.

The child(ren) shall continue to attend such schools and/or daycare.

In the event that the school authorities should find that a child might be an exceptional student or a student with special needs, both parents shall have the right to attend and be informed of any pertinent meetings or testing.

The consent of Mother Father both shall be needed before any special recommendations can be instituted.

Both parents shall be provided by the school with separate notices of events and report cards. In order that this provision might be carried out, both parents shall provide the school with stamped, self-addressed envelopes sufficient for all communications during the year—given the consent of the school to this provision.

Both parents shall have the ability to share in voluntary activities in the child’s school life. In order that this provision might be carried out, both parents shall be informed of any school trips or activities in which parental participation is desired, and they should discuss among themselves which one of them will attend.

If either parent is unable to decide which school related activities they will attend (as set out above), they shall alternate with mother taking the first activity day in even numbered years and father taking the first the activity day in odd numbered years.

Mother Father shall be the primary liaison person with the school.

Both Mother and Father shall be contacted by the school for _____ all purposes
_____ for only the
following instances:

Prior to special events, graduation from high school, Mother and Father will consult with each other with respect to the post high school education of the child(ren) and costs if not otherwise determined.

Proposed SPECIAL EDUCATION

The following provision is made with respect to the child(ren) and any special or private schooling upon which the Mother and Father may agree:

Proposed EXTRACURRICULAR ACTIVITIES

Both parents encourage the child(ren) to engage in the following extracurricular activities:

Child 1:	Cost:
Child 2:	Cost:

Costs for extracurricular activities to be shared as follows: () Mother () Father () Both equally

Comments

() To the extent that one parent is not willing to participate in the funding of any extracurricular activity, then the other parent will have the sole decision-making authority with respect to that activity and the non-custodial parent will not object.

() There will be no comment made with respect to financial non-contribution of one parent in the provision of extracurricular activities by the other.

() Neither parent will engage in the provision of extracurricular activities for the child(ren) which will result in the exclusion, whether intentional or unintentional, of the other.

() As the child(ren) enter teenage years, the child(ren) will be permitted to attend social functions sponsored by their school or church, as well as private parties, provided both parents are satisfied that alcohol and drugs are not available at those functions.

() Both parents will consult with respect to any such function and will, where possible, reach a joint decision on whether the child(ren) may attend.

() In the event that there is any disagreement with respect to the attendance at such a function or if there is an extracurricular matter not covered hereunder, () Mother () Father will make the decision.

Proposed RELIGIOUS UPBRINGING

The child(ren) will attend _____ (place of worship/doings) and the parents will continue, where possible, to attend with the child(ren).

The child(ren) will also attend _____ (place of worship/doings) and the parents will continue, where possible, to attend with the child(ren).

Before any change in the religious affiliation of the child(ren), the parents will consult in advance and attempt to reach an agreement with respect to any such change.

In the event the parents are unable to agree with respect to religious upbringing,

() Mother () Father will make the decision.

Comments/Reasons for Proposed schedule:

Proposed PARENTAL BEHAVIOR

_____ Mother and Father will conduct themselves with respect too each other and the child(ren) so as to provide a loving, stable, consistent and nurturing relationship with the child(ren) even though they, themselves, may no longer co-habit.

_____ They will not speak derogatorily of each other or the members of the family of the other, will not cause the child(ren) to be drawn into any dispute regarding decisions affecting the child(ren) and will not attempt to curry favor with the child(ren) to the detriment of the other.

Additional requirements/Comments/Reasons:

Proposed DAY-TO-DAY DECISIONS

Each parent will make decisions regarding the day-to-day care and control of each child while the child is residing with that parent. Regardless of the allocation of decision-making in the parenting plan, either parent may make emergency decisions affecting the health and safety of the child(ren).

Comments/Exclusions:

MEDICAL

The child(ren) shall be medically cared for by the primary care providers who shall be appointed by () Mother () Father () both parents.

Physician	Telephone Number
Child 1	
Child 2	

Dentist	Telephone Number
Child 1	
Child 2	

Comments/Reasons:

() Both parents shall have the right to give consent to emergency medical/dental care during times that the child is in their care and control.

() Each parent shall undertake to inform the other parent of the extent and nature of the care and the extent and nature of the emergency as soon as is reasonably possible.

() The parent who has the care of the child while the child becomes ill will inform the other parent of the nature and extent of the illness as soon as is practically possible.

() Both parents shall have the right to be informed of and to attend any regular medical appointments that the child might have.

() Both parents shall have the right to receive from and give information to a medical professional (that includes other health care professionals such as nurses, physiotherapists, social workers, psychologists and others).

() If the child needs to be referred to a medical sub-specialist, the consent of () Mother () Father () both parents shall be needed to effect such a referral.

() Both parents shall have the right to be informed of any dental appointments that the child might have.

() If the child needs to be referred to a dental sub-specialist, the consent of () Mother () Father () both parents shall be needed to effect such a referral.

The () Mother () Father shall be the primary liaison with the child's doctor.

The () Mother () Father shall be the primary liaison with the child's dentist.

The () Mother () Father shall be the primary liaison with the child's orthodontist.

() If there should be a need for the child to be referred to a practitioner skilled in social, emotional or behavioral problems, the consent of
() Mother () Father () both parents shall be needed to effect such a referral.

() Both parents shall have the absolute right to participate in, consult with and be consulted by such a practitioner. The form that such participation or consultation should take shall be left to the judgment of the clinician.

DAILY NEEDS

_____ Parent will insure that the child will be properly groomed, fed, clothed and supervised.

_____ Child will be given proper physical, health and daycare as appropriate.

Comments: _____

MOBILITY

The residence of each parent shall be restricted to a _____ mile radius of each other or of this central location: _____

Comments: _____

PER CAPITA & TAXES

() Mother or () Father to receive the monthly per capita distribution of the child/ren, if any are received, and any bonuses.

() Mother or () Father to claim the child/ren on tax years:

YEAR: _____

YEAR: _____

YEAR: _____

YEAR: _____

Comments/Reasons: _____

TRAVEL

() The child(ren) shall be provided with separate travel documents.

() The child(ren) shall not be take from the confines of their state of residence without informing the other parent, in writing, one week before the intended trip. The consent in writing of the other parent shall not be unreasonably withheld.

() The child shall not leave the country without being fully covered by appropriate medical insurance.

() The parent with whom the child(ren) are traveling shall provide the e other parent with a contact number where a message can be left or where he or she can be reached.

CHILDCARE

() Each parent shall be responsible for making their own childcare arrangements for the temporary alternate care of the child, when such care is needed, with the exception of the conditions set out below:

() Each parent shall inform the other from time to time, who is providing alternate care for the child.

() Each parent shall have the right to communicate with the person who is providing alternate care for the child.

() If the parent with whom the child is resident is going to be absent for a period of _____ hours, the other parent shall be given the right of first refusal to care for the child.

OTHER RELATIONSHIPS

_____ Parents will encourage and foster relationships of each child with other children, family members and extended family members.

_____ If either of the parents should become incapacitated by reason of illness or misfortune, or if either of the parents should die, the remaining parent will ensure that the child(ren) shall continue to have contact with the extended family of the affected parent.

Exceptions: _____

CHANGE OF NAME

_____ Neither parent shall change the given name or surname of the child(ren) without the written consent of the other parent.

CHILD(REN’S) TOYS—BELONGINGS—CLOTHING

The parents recognize that the child(ren) may have particular attachments to certain belongings and will respect the child(ren)’s right to have such belongings transfer with them between parents.

Specific Clothing/Toys:

OTHER PROVISIONS FOR DECISION MAKING

The following special provisions apply to decision-making:

() If either parent is impaired by drugs, alcohol, fatigue or any other condition that may affect care giving, parental responsibility or judgment in a manner that may affect the well-being of the child(ren), then the other parent may assume sole decision making authority for the duration of the impairment.

Comments/Reasons:

() If either parent subjects the child(ren) to harm through neglect or abuse, then the other parent shall assume sole decision making authority until the situation of neglect or abuse has been dealt with and until such a time as there is reasonable grounds to assume such situations or behavior are not likely to re-occur.

Comments/Reasons:

DISPUTE RESOLUTION

In the event that the Mother and Father are unable to resolve any particular issue they agree to resolve the matter through:

- () Discussion with a friend or family member: _____
- () Counseling with: _____
- () Mediation with: _____
- () Court/Arbitration: _____
- () Other: _____

COLLABORATION / MEDIATION

() Either parent may determine if collaboration/mediation is necessary in order to resolve conduct issues and such parent shall give written notice that he or she intends to invoke this clause. Both parents shall attend with the family counselor/mediator within 10 days of receipt of such a notice or earlier if appointments are available with that professional.

() The parent who first invokes the clause shall be initially responsible for any costs associated with the mediation pending agreement made by the parties or Court Order.

() The family counselor/mediator shall discuss the disagreement with each party, with a view to working out a mutually satisfactory solution.

() In conducting any mediation, the parties shall empower the mediator to collect such information from third parties as, in the discretion of the mediator, may assist in resolving the dispute.

() In the event that the conflict involves an issue which is timely in nature, (for example, a medical event other than one which is anticipated above) the parents will take professional advice, obtain a second opinion, if that is necessary, and follow the most prudent course.

() Parents will make every effort to resolve their disputes outside a court process. However, if they cannot do so, the dispute may be resolved by a court of competent jurisdiction on application of either party, or, upon agreement by the parties, by arbitration.

Comments:

COMMUNICATION:

The parents will communicate with each other through:

- () Telephone Mother: _____ Father: _____
() Email Mother: _____ Father: _____
() Communication book
() Other: _____

Communications will be brief and relate only to issues at hand. Neither parent shall communicate in a discourteous manner with the other. Communication book, emails or any other permanent record of communication may be used in mediation, arbitration or a court proceeding.

RIGHTS

The following are the rights of a parent where a child is not in the care of that parent, unless those rights are denied in whole or in part by the Court upon a showing that such denial is in the best interests of the child.

() The right to unimpeded telephone conversations with each child at least _____ times a day/week at reasonable times and for reasonable duration, or at the specific time each day at:
On day of week _____ from (time) _____ to (time) _____
On day of week _____ from (time) _____ to (time) _____

() The right to send mail or email to each child which the other parent will not open or censor.

() The right to receive notice and relevant information as soon as practicable but within twenty-four (24) hours of any event of hospitalization, major illness or death of each child.

() The right to receive directly from each child's school upon written receipt which includes a current mailing address and upon payment of reasonable costs of duplication, copies of each child's report card, attendance records, names of teachers, class schedules, standardized test scores and any other records customarily made available to parents.

() The right to receive, directly from each child's physician and other health care providers, copies of each child's medical records, provided that a written request has been made to the provider with a current mailing address and payment for the reasonable cost of duplicating and mailing records.

() The right to be free of unwarranted derogatory remarks made about the parent or the parent's family by the other parent to or in the presence of the child.

Parents are advised to discuss the contents herein with their lawyers and obtain independent advice.

I declare that this proposed plan has been developed in good faith and is in the best interest of the child(ren)

Other things I would like the other parent & Court to consider:

IMPORTANT:

Each parent is directed to provide this proposed parenting plan to the Court for entry into the case record.

Each parent is directed to provide a copy of their proposed parenting plan to the other parent. If a No Contact or Order of Protection is currently in place, then the parties are required to request the Clerk of Court's office to deliver a courtesy copy to the other party by mail.