



We Agree: Creating a Parenting Plan

Parenting Agreement Worksheet

Oklahoma Version¹

Ron Cox

Assistant Professor

This worksheet will help parents put together a parenting plan that meets the needs of their children as they parent apart. In some states, this worksheet may become a part of the legal agreement you file with the courts. Check with your attorney, judge, mediator or family court administrator about the use of parenting plans in your state or court system.

As you use this worksheet, keep in mind:

The Parenting Agreement Worksheet is a tool you can use to create a parenting plan that will meet the individual needs of your family. You are encouraged to use it as a working document and change specific items or add to the plan based on your family's circumstances.

The worksheet may be used for both divorcing and never-married parents, or edited for use with other proposed custodians, such as grandparents.

The language is gender-free and does not specify "mother" and "father." Parents are asked to include language that fits for them or remove language they do not want included.

There is no assumption for either "joint" or "sole" legal or physical custody in the worksheet's language. Three different families may develop identical parenting time schedules with one family calling their schedule "joint physical custody," an-

Oklahoma Cooperative Extension Fact Sheets
are also available on our website at:
<http://osufacts.okstate.edu>

other family calling their schedule "sole physical custody" and the third family choosing alternative terms other than "sole" or "joint" or "custody" to describe their custodial arrangement. You are advised to consult with your attorney or mediator regarding your choice of terms for your parenting arrangement.

A chart is provided to help you schedule parenting time, including ongoing, vacation, and holiday schedules. Holiday and access scheduling is created with as much detail as possible, including pick-up and drop-off times, to avoid future conflict.

It is important to recognize that a history of domestic abuse in your family may affect the development of a parenting plan. Parts of the parenting agreement worksheet are not appropriate for families who have experienced domestic abuse. In some cases shared parenting is not possible or in the best interests of children when there has been domestic abuse.

However, even when there has been domestic abuse, it may be possible to use parts of the parenting agreement worksheet as a tool to decide how to parent apart and reduce the potential for parental conflict.

¹ *This worksheet was adapted from Parenting Agreement Worksheet developed by the Washington County Community Corrections-Family Court Unit, Stillwater, Minnesota.

Parenting agreement worksheet

Our primary concern in developing a Parenting Plan is to meet our children's needs. We have developed the following Parenting Plan for the benefit of our children:

Legal custody and major decision making

A. Education

Each parent will contact our children's school to get information about our children's needs, progress, special events, and parent-teacher conferences. We agree to share our children's school information with each other. Recognizing that college or technical training is important, we will encourage and support our children's efforts for further education.

1. Parent-Teacher Conferences. We have made the following arrangements for attending parent-teacher conferences:

2. Events. We have the following agreement for attending school or extracurricular events our children participate in:

3. Other:

4. Major decisions about our children's education will be made by:

() Both parents or () Parent _____

B. Medical Care

It is important to provide our children with good medical care. This may include dental, physical health, and psychological/counseling services for our children's guidance and behavioral health. We have discussed who will make appointments; attend appointments; receive reports; and transport our children; and how information will be conveyed to the other parent.

1. Medical appointments. We agree that primary responsibility for scheduling appointments shall be as follows:

2. Emergencies. To assure that our children receive immediate medical attention, each parent may consent to emergency medical treatment for our children without waiting for the consent of the other parent. The other parent will be notified immediately.

3. Other:

4. Major decisions about our children's medical care will be made by:

() Both parents or () Parent _____

C. Religion and Cultural Heritage

1. We have discussed attendance at religious and cultural events and have agreed as follows:

2. Major decisions about religious or cultural events involving our children will be made by:

() Both parents or () Parent _____

D. Legal Custody

The **Legal Custody** of our children shall be:

() Joint Legal Custody

() Sole Legal Custody to Parent _____

() Other Legal Custody Arrangement/Alternative Terms

Physical custody and parenting time

A. Residential Arrangements/Parenting Time Schedule

1. The parenting time schedule indicates the time our children spend with each parent.

We agree on the following parenting time with (parent's name):

and the following parenting time with (other parent's name):

2. We recognize there will be times the schedule will need to be changed because of changes in our lives and the lives of our children. We agree to be open to make adjustments.

3. We recognize decision making is an important part of parenting. We agree that the parent our children are with (the "on-duty" parent) will make decisions about their day-to-day care.

4. We agree to treat each other with respect, be on time, and provide as much advance notice as possible with any schedule changes.

Parenting time calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

B. Holidays

Below is a list of holidays and special occasions frequently included in holiday schedules.

Parents are encouraged to make changes and additions to develop a plan that reflects the occasions that are meaningful to them and their children. The following holiday parenting time plan supersedes the usual ongoing parenting time arrangement:

Holiday	Time Period	Odd Years	Even Years
Birthdays:			
Holidays:			
Easter			
Mother's Day			
Memorial Day			
Father's Day			
July 4 th			
Labor Day			
Thanksgiving			
Christmas Eve			
Christmas Day			
Other Religious or Cultural Holidays:			
School Breaks:			
Fall Break			
Spring Break			
Winter Break			
Extended Weekends			

C. Vacations

We want our children to spend enjoyable vacation time with each parent. We have discussed the following ways that we will support our children’s vacation planning:

1. Vacation Arrangements. We agree to the following process for planning vacation time with our children each year:

2. Notice. We agree to give the other the parent the following advance notice before the anticipated vacation dates if the vacation affects the usual parenting time or holiday schedule:

3. Vacation Transportation. We agree to the following vacation transportation plan:

4. Emergency Contact During Vacation. Each parent will supply the other with emergency contact information for vacation periods as follows:

5. Non-emergency Vacation Telephone Contact Between Children and Other Parent. We wish to have our children contact the other parent during our vacation time with our children as follows:

D. Other Ongoing Contact with Our Children

1. Phone Calls. Phone calls are one of the many ways positive contact with parents can be encouraged and continued. We agree to allow each parent to have phone contact with our children as follows:

2. Mail and e-mail. We agree our children and each parent will be able to contact each other by mail and e-mail as follows:

E. Long Distance Contact

If either parent lives a significant distance from our children we agree to develop a plan to maintain good contact with our children. This may include e-mail, text messages, online chats, video conferences, and video and audio recordings, in addition to mail and telephone contact. We agree our children and each parent will be able to contact each other as follows:

F. Participation in Children's Activities

We agree our children benefit from our support of their extracurricular, athletic, religious, arts, and cultural activities. We agree to the following plan:

- 1. In making decisions about our children's activities we will consider our children's interests as well as the impact these activities may have on the time our children spend with each parent. Based on these considerations, we agree that our children should participate in the following activities:

- 2. We agree to consult with the other parent before registering our children for activities that may have an impact on the other parent's parenting time.

- 3. We have made the following agreement for parent participation and attendance at our children's athletic, arts, and cultural activities:

- 4. We agree to share information regarding our children's activities with each other.

G. Child Care

- 1. We have talked about child care, including who chooses the child care provider, picks up and/or drops off our children, emergency contact information, and who is able to visit our children at daycare. We have agreed as follows:

- 2. We recognize that as our children get older, we will need to review and make changes about alternate care; to agree on the age our children may be left alone; and to agree on for how long our children may be left alone without supervision.

- 3. We have discussed who will be responsible for our children if our children are sick or need to stay home from daycare or school. We have agreed:

- 4. We have discussed if we would like to be the first choice for back-up care in situations when the other parent needs someone to care for our children. We have agreed that if the parent needs care for _____ or more hours:

H. Family Relationships

We recognize our children will benefit from maintaining ties with extended family members and other people important to them. We agree that each parent will take primary responsibility for maintaining these relationships and to accommodate changes in the parenting schedule for special family occasions such as weddings, reunions, funerals, graduations, etc.

I. Parental Cooperation

Children need both of their parents' love and support.

- 1. We agree to leave our children out of adult discussions about our parenting plan and all other aspects of our separation/divorce/break-up.

2. We will not discuss the other parent in a negative way in the presence of or within the hearing range of our children and will not allow others to do so. We will advise others, including extended family members, about the importance of not speaking negatively about either parent around our children.

3. Direct Communications. We will encourage our children to discuss their grievances against a parent directly with the parent in question. We will discuss our concerns directly with the other parent without our children present.

4. Expectations and Routines. We agree to support consistent expectations and routines for our children, which may include shared expectations regarding homework, curfew, bed-time, television, internet, or phone restrictions, and chores. We agree on the following expectations:

5. Parental Communication. We recognize that communication between parents is very important and we agree to keep communication open by:

Telephone: _____
Joint Calendar: _____
Journal: _____
E-mail: _____
Parenting Meetings: _____
Other: _____

J. Transportation

1. We recognize that time with the other parent is important and agree to arrange transportation as follows:

2. We will help our children gather the things they will need to take to the other parent's home and/or school.

K. Clothing

We agree our children will need clothing and personal hygiene supplies in both parental homes. We agree to provide them in the following way:

L. Financial Responsibility/Expenses

1. We understand there are financial responsibilities as a parent. We are aware that the parents creating a parenting plan are subject to the requirements of Oklahoma's Child Support guidelines. We agree to work with our attorneys or a financial mediator to determine Child Support that is consistent with Oklahoma laws.

**Changes to this agreement:
meeting our children's future needs**

A. Changes to Our Parenting Agreement

We agree to review our Parenting Agreement periodically as our children's developmental needs, activities, and interests change. We may make temporary or permanent changes to our Parenting Plan as mutually agreed. Changes to this plan must be confirmed by a Court Order to be enforced by the Court. If we are unable to agree to a change, this plan will prevail.

B. Dispute Resolution

We agree to work toward respectful resolution of any disputes regarding our Parenting Plan prior to going to court with a dispute. We agree to use a Community Parenting Time Consultant, Mediator, Parenting Time Expeditor, or Other Mutually Agreed Third Party.

OPTIONAL: We wish to specify the following Third Party to help us resolve future disputes regarding our Parenting Plan:

(Third parties name) _____

OPTIONAL: We wish to use a mutually agreed third party, but do not wish to specify that person.

C. Residential Moves

1. We agree to discuss how our children will be affected by changes in residence and to renegotiate our parenting schedule, as needed, to meet our children's needs.
2. We agree that neither parent will move our children to another state without the consent of the other parent.

Optional (as applicable)

Special Considerations for Parenting Time

We agree that the following special considerations be given regarding the parenting time that our children spend with us, to ensure our children's health and well being:

1. Children's Daily Medical Needs.

We agree to provide our children with home treatments and medications as prescribed by their physician, therapist or counselor. We specifically agree:

2. Children's Parenting Environment. We agree to the following special provisions:

- (Each parent) or (one parent) _____ agrees not to smoke cigarettes, cigars, or pipes around our children, or allow others to do so.
- (Each parent) or (one parent) _____ agrees to complete a chemical health evaluation and follow all the recommendations for education, treatment, and aftercare as indicated by the evaluator.
- We agree to the following conditions regarding alcohol or drug use:

3. If Supervised Parenting Time is required.

Our children's parenting time with (parent's name) _____ shall only occur when the parent is accompanied by a:

Mutually agreed third party (not specified at this time.)

OR

specified third party _____

4. Other special considerations or restrictions:

Where there is domestic violence

You may not be able to use all parts of the parenting agreement worksheet.
Shared parenting may not be in the best interest of one parent or your child.
You may need to use this as a tool to reduce conflict and specify how you will parent apart safely.

The Oklahoma Cooperative Extension Service

Bringing the University to You!

The Cooperative Extension Service is the largest, most successful informal educational organization in the world. It is a nationwide system funded and guided by a partnership of federal, state, and local governments that delivers information to help people help themselves through the land-grant university system.

Extension carries out programs in the broad categories of agriculture, natural resources and environment; family and consumer sciences; 4-H and other youth; and community resource development. Extension staff members live and work among the people they serve to help stimulate and educate Americans to plan ahead and cope with their problems.

Some characteristics of the Cooperative Extension system are:

- The federal, state, and local governments cooperatively share in its financial support and program direction.
- It is administered by the land-grant university as designated by the state legislature through an Extension director.
- Extension programs are nonpolitical, objective, and research-based information.
- It provides practical, problem-oriented education for people of all ages. It is designated to take the knowledge of the university to those persons who do not or cannot participate in the formal classroom instruction of the university.
- It utilizes research from university, government, and other sources to help people make their own decisions.
- More than a million volunteers help multiply the impact of the Extension professional staff.
- It dispenses no funds to the public.
- It is not a regulatory agency, but it does inform people of regulations and of their options in meeting them.
- Local programs are developed and carried out in full recognition of national problems and goals.
- The Extension staff educates people through personal contacts, meetings, demonstrations, and the mass media.
- Extension has the built-in flexibility to adjust its programs and subject matter to meet new needs. Activities shift from year to year as citizen groups and Extension workers close to the problems advise changes.

Oklahoma State University, in compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, gender, age, religion, disability, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services.

Issued in furtherance of Cooperative Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture, Robert E. Whitson, Director of Cooperative Extension Service, Oklahoma State University, Stillwater, Oklahoma. This publication is printed and issued by Oklahoma State University as authorized by the Vice President, Dean, and Director of the Division of Agricultural Sciences and Natural Resources and has been prepared and distributed at a cost of 64 cents per copy. 0312 GH