**Co-parenting Plan**

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| 1. **Arrangements on schooling, living and daily caring arrangement** | **Remarks** |
| Living arrangement |  |
| Caring arrangement on school days |  |
| Caring arrangement on holidays  (non-school days) |  |
| Caring arrangement during long holidays (e.g. Christmas, Chinese New Year, Easter and summer vacation, etc.) |  |
| Caring arrangement for special occasions (e.g. birthday, Chinese New Year Eve dinner, etc.) |  |
| Medical appointment and treatment |  |
| Caring arrangement in case of emergency (e.g. parent/children are being hospitalized) |  |
| 1. **Child contact arrangement** | **Remarks (frequency, time, form, how and where to pick up etc.)** |
| Contact arrangement with the non-residing parent on a school day |  |
| Contact arrangement with the non-residing parent on a non-school day |  |
| Other ways to connect with the non-residing parent besides visitation |  |
| Contact arrangement with both parents’ relatives |  |
| Other (e.g. contact arrangement if anyone is late/sick, when unexpected issue pops up or relief arrangement) |  |

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| **(3) Children’s expenses** | **Remarks (amount, who, how and when to pay etc.）** |
| Daily expenses (e.g. meals, clothing, transportation, pocket money, etc.) |  |
| Educational related expenses (e.g. school fee, school textbook fee, tutoring fee) |  |
| Medical/Dental cost |  |
| Insurance fee |  |
| Extracurricular activities, vacations, and other expenses |  |
| **(4) Academics arrangement** | **Remarks** |
| School contacts (by mother or father) |  |
| Daily supervision |  |
| Study plan |  |
| Tutoring class |  |
| Extracurricular activities |  |
| **(5) Parenting arrangement** | **Remarks** |
| Parenting discipline |  |
| Reward and punishment |  |
| Religion |  |
| **(6) Parent’s communication** | **Remarks (types of messages, communication frequency etc.)** |
| Sharing information (e.g. notice from school, academic report, photo, medical report, etc.) |  |
| Communication medium and arrangement (e.g. face-to-face, phone call, email, text message, etc.) |  |
| **(7) Others (feel free to add other items when you see fit)** | **Remarks** |
| Application for children tax deduction |  |
| Out-of-town vacation arrangement |  |
| Solution when not being able to fulfill the agreement occasionally |  |
| Other arrangement if there is the need to amend the agreement |  |