



Florida Parenting Plan

Required Elements Checklist

Under Florida Statute §61.29, every case involving minor children requires a parenting plan. This checklist identifies each required and recommended element. Use it to verify completeness before submitting your plan to the court.

1. Party & Child Identification

Fla. Stat. §61.29(3)

- Full legal names of both parents
 - Date of birth for each parent
 - Full legal name(s) of minor child(ren)
 - Date of birth for each child
 - Current addresses of both parents
 - Case number and court of jurisdiction
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2. Time-Sharing / Parenting Schedule

Fla. Stat. §61.13(2)(b)1

- Regular weekday schedule specifying each parent's days
- Regular weekend rotation clearly defined
- Specific pickup and drop-off times for each exchange
- Designated exchange location(s)
- Schedule accounts for each child's school and activities
- Holiday schedule — which parent has child each major holiday
- Alternating holiday rotation or fixed holiday allocation
- School break schedule (winter, spring, summer)
- Birthday and special occasion provisions
- Annual vacation time allotment for each parent
- Advance notice requirement for vacation planning
Recommended: minimum 30-day written notice
- Geographic / travel restrictions for domestic travel
- International travel provisions and passport control
See Fla. Stat. §61.13(4)(b) — consent or court order required

3. Parental Responsibility & Decision-Making

Fla. Stat. §61.13(2)(b)2–3

- Designation: shared parental responsibility or sole parental responsibility
Florida defaults to shared — Fla. Stat. §61.13(2)(c)
- Healthcare decisions — routine and emergency
- Educational decisions (school enrollment, IEP, tutoring)
- Religious upbringing and activities
- Extracurricular activities — enrollment and financial responsibility
- Mental health / therapy decisions
- Dispute resolution process when parents disagree
Mediation strongly recommended before court filing
- Tie-breaking authority identified (if applicable)
- If sole responsibility granted — factual basis documented
Must show shared responsibility is detrimental — §61.13(2)(c)2

4. Communication Protocols

Fla. Stat. §61.13(2)(b)4

- Preferred communication method between parents (email, app, text)
Co-parenting apps (OurFamilyWizard, TalkingParents) recommended
- Expected response time for non-emergency communications
- Process for urgent / emergency communications
- Child's right to contact the other parent during time-sharing
- Frequency and timing of child–parent calls / video calls
- No interference or monitoring of child–parent communications
- Neither parent to denigrate the other in front of the child

5. Transportation & Exchange Logistics

Fla. Stat. §61.13(2)(b)5

- Who provides transportation at the start of each parent's time
- Who provides transportation at the end of each parent's time
- Neutral exchange location specified (if direct contact problematic)
- Protocol if a parent is late to an exchange
- School drop-off / pickup responsibilities during each parent's time
- Transportation to extracurricular activities — responsibility defined
- Child car seat and safety equipment responsibility

6. Education & School Provisions

Fla. Stat. §61.13(2)(b)6

- Designated school(s) the child will attend
- Process for changing schools or enrollment decisions
- Both parents authorized to access school records
Federal FERPA rights apply independently
- Both parents may attend school events, conferences, performances
- Both parents may communicate directly with teachers and staff
- Homework responsibility during each parent's time
- Tutoring / special education decisions addressed

7. Healthcare & Medical Provisions

Fla. Stat. §61.13(2)(b)7

- Health insurance — which parent maintains coverage
- Process for uninsured / out-of-pocket medical expenses
- Split of unreimbursed medical costs (typical: 50/50)
Document agreed percentage clearly
- Both parents may access medical records
- Both parents may communicate directly with healthcare providers
- Emergency medical decision authority identified
- Mental health / therapy — consent and confidentiality addressed
- Prescription medications management during time-sharing

8. Relocation Provisions

Fla. Stat. §61.13001

- Notice requirement for any proposed relocation (60-day written notice required by statute)
Applies to moves \geq 50 miles for \geq 60 days — §61.13001(2)
- Content requirements for relocation notice addressed
Must include new address, phone, proposed modified schedule
- Agreement process if non-relocating parent consents
- Court petition process if relocation is contested
- Temporary parenting plan during relocation proceedings

9. Plan Modification

Fla. Stat. §61.13(3)

- Substantial, material, and unanticipated change required for modification
Routine disagreements do not meet the threshold
- Informal agreements are not enforceable — modifications must be court-approved
- Process for agreed modifications (stipulated order vs. hearing)
- Temporary modification process for short-term schedule changes

10. Additional Provisions

Fla. Stat. §61.13(2)(b)8

Right of first refusal — other parent offered childcare before third parties
Recommended for absences of 4+ hours

Firearms / weapons storage and safety provisions

Social media and technology use guidelines (if applicable)

Discipline philosophy — no corporal punishment clause (recommended)

New romantic partners / introduction to the child timeline (if applicable)

Substance abuse restrictions (if applicable)

Domestic violence safety provisions (if applicable)
See Fla. Stat. §741.28 for definitions

Electronic monitoring / GPS restrictions