

## **GUIDELINES FOR PARENTING COORDINATION MEETINGS**

1. Express your feelings, but do not resort to name-calling, making threats or using vulgar language.
2. Do not interrupt the other person or the mediator. You will both have an opportunity to explain your position.
3. Speak in the same tone of voice you want others to use when speaking to you.
4. Stay calm. If the process becomes emotional, agree to take a break. Do not storm out of the room.
5. Stick to the current situation. You are mediating plans for NOW and the FUTURE. The past is past.
6. Be honest. This includes taking responsibility for the part you have played in the current problem. Remember that being honest does not mean being hurtful. Avoid saying things that will make it difficult to have future discussions with the other person.
7. Be prepared to negotiate and willing to compromise.
8. Remember the child you are discussing has a right to a relationship with both of you.
9. Try to talk to each other during the session, rather than talking to the caseworker.
10. Try to understand the other person's position and feelings. You do not have to agree with the other person, but it is important that you understand his or her point of view.
11. If you do not understand something, ask the person to explain it to you. Again, you do not have to agree with what he or she is saying, but it helps the process if you acknowledge that you understand.
12. Remember your child loves BOTH of you. Acknowledge the importance of the other person's relationship with the child.
13. You do not have to resolve everything in one meeting. Agree to set another appointment if necessary.
14. At the end of the session, acknowledge anything accomplished in that session, no matter how small.