

EVIDEXI

FREE PLAYBOOK

# Co-Parent Communication Guide

*Business partners, not sparring partners.*

Parallel parenting setup, communication boundaries, app recommendations, and templates  
for every common scenario.

18 PAGES · PDF · FREE

[evidexi.com](https://evidexi.com)

Document. Organize. Prepare for court.

# What's Inside

---

- 01 Co-parenting vs parallel parenting — which do you need?
- 02 Setting communication boundaries that stick
- 03 Choosing the right communication app
- 04 Templates for schedule changes
- 05 Templates for medical and school decisions
- 06 Handling holidays and special occasions
- 07 When your co-parent won't communicate at all
- 08 Documenting communication failures
- 09 Building a business-like co-parenting relationship

## Who This Playbook Is For

Parents who need a structured communication system. Whether your co-parent is difficult or you just need clearer boundaries, this is the framework.

# Co-Parenting vs Parallel Parenting — Which Do You Need?

Not all co-parenting situations are the same. Understanding which model fits your situation determines your entire communication strategy.

## Co-Parenting (Cooperative):

- Both parents communicate regularly and respectfully
- Joint decision-making works most of the time
- Flexibility with the schedule is mutual
- Children move between homes without stress
- This works when both parents prioritize the children over the conflict

## Parallel Parenting (Independent):

- Communication is minimal and business-like
- Each parent makes day-to-day decisions independently
- The schedule is followed exactly as written
- A detailed parenting plan eliminates the need for negotiation
- This works when one or both parents cannot communicate without conflict

### PRO TIP

*Be honest with yourself about which model you need. Trying to co-parent cooperatively with someone who weaponizes every interaction only creates more damage. Parallel parenting is not failure — it is wisdom.*

## How to Transition

If cooperative co-parenting is not working, you can propose parallel parenting through your attorney or mediator. Frame it as "reducing the children's exposure to conflict" — because that is exactly what it does.

# Setting Communication Boundaries That Stick

Boundaries are not requests. They are limits you enforce through your own behavior.

## Essential Boundaries:

- Communication happens through one channel only (email, app, or text — pick one)
- Response time: you will respond to non-emergency messages within 24 hours
- Topics: you will only discuss matters directly related to the children
- Tone: you will not respond to messages that contain insults or threats
- Schedule: communication happens during reasonable hours only

## How to Set Them:

"Going forward, I will be communicating about the children through [channel]. I will respond to messages about scheduling, health, and education within 24 hours. I will not engage with messages about our personal history or relationship."

## How to Enforce Them:

- When a boundary is crossed, do not explain or negotiate. Just do not respond to the boundary-crossing content.
- Respond only to the parts that are about the children
- If they switch channels (call when you said email), do not answer. Respond via your chosen channel.

### PRO TIP

*A boundary you do not enforce is just a suggestion. Enforcement means consistent follow-through, not punishment.*

# Choosing the Right Communication App

A dedicated co-parenting communication app creates accountability and records for both parents.

## Popular Options:

- OurFamilyWizard — the most commonly court-ordered app. Messaging, shared calendar, expense tracking.
- TalkingParents — records all communication with uneditable timestamps. Free basic tier.
- AppClose — simple interface, shared calendar, messaging.

## Why Use an App:

- Everything is automatically documented and timestamped
- Messages cannot be deleted or edited after sending
- Courts can order access to the records
- Reduces informal, emotional texting
- Some courts actively prefer or require them

## Making the Switch:

"Per [mediator/attorney/our agreement], I am moving our communication to [app]. I have set up an account and sent you an invitation. Going forward, all scheduling and child-related communication should go through the app."

### PRO TIP

*If your co-parent refuses to use the app, document the refusal. Continue using it yourself — it shows the court you tried to create a structured communication system.*

# Templates for Schedule Changes

Schedule change requests are one of the most common sources of conflict. Templates eliminate the emotion.

## Requesting a Change:

"Hi [Name], I am requesting a schedule change for [specific date]. I would like to [specific proposal, e.g., swap weekends, adjust pick-up time]. I am flexible on [alternative dates if applicable]. Please let me know your thoughts by [reasonable deadline]. Thank you."

## Approving a Change:

"Hi [Name], that schedule change works for me. To confirm: [restate the agreed-upon change with dates and times]. Thank you for the advance notice."

## Declining a Change:

"Hi [Name], I am unable to accommodate that schedule change. I will follow the existing schedule as written. If you would like to discuss alternatives, I am open to hearing them."

## When They Make Last-Minute Changes:

"Hi [Name], I received your message about changing today's schedule. As discussed before, I need [X days] advance notice for schedule changes. I will follow the current schedule as planned. For future changes, please provide advance notice so we can try to accommodate them."

### PRO TIP

*Always put schedule changes in writing, even if they were discussed verbally. "Per our conversation today, confirming that [change details]." This protects both of you.*

# Templates for Medical and School Decisions

Major decisions about health and education often require both parents' input. Here is how to handle them without conflict.

## Medical Decision Notification:

"Hi [Name], [Child] has been seen by Dr. [Name] for [reason]. The doctor recommends [treatment/follow-up]. The next appointment is [date/time] at [location]. I will take them unless you prefer to. Please let me know if you have any questions."

## School Enrollment/Change:

"Hi [Name], I have been researching school options for [Child] for next year. I am considering [school names] because [brief reason]. I would like to discuss this with you. Can we schedule a time to talk, or would you prefer to share your thoughts by email?"

## Disagreements on Decisions:

"Hi [Name], I understand we disagree about [specific issue]. I believe [your position] because [brief factual reason]. I am open to discussing a compromise. If we cannot agree, we may need to involve [mediator/attorney/court] per our parenting plan."

### PRO TIP

*Always communicate major decisions in writing. "I told them at pick-up" is not documentation. An email or app message is.*

# Handling Holidays and Special Occasions

Holidays are emotional flashpoints. A clear plan prevents annual meltdowns.

## Best Practices:

- Follow the holiday schedule in your parenting plan exactly
- Discuss any changes at least 30 days in advance (in writing)
- Do not assume flexibility — ask for it formally
- Confirm logistics 1 week before: "Confirming [Child] will be with me from [date/time] to [date/time] per our holiday schedule."

## Birthdays:

- Unless your plan specifies, both parents can celebrate on different days
- Do not compete on gifts or party size
- Coordinate if necessary: "I am planning a small party on [date]. You are welcome to celebrate on your time as well."

## When It Does Not Go to Plan:

- Document any deviations from the holiday schedule
- Do not let holiday disputes ruin the day for your children
- Address violations calmly after the holiday: "I would like to document that the holiday schedule was not followed on [date]. [Brief factual description.] I expect the schedule to be followed going forward."

### PRO TIP

*Your children will remember how the holidays felt, not who had them on which day. Protect the feeling, even when the logistics are a mess.*

# When Your Co-Parent Will Not Communicate at All

Some co-parents go silent as a control tactic. Here is how to handle radio silence.

## Continue Communicating in Writing:

- Send necessary information even if they do not respond
- Every unanswered message is documentation of their non-cooperation
- "I sent the following information about [Child's] school enrollment on [dates]. No response was received."

## Do Not:

- Send multiple follow-up messages (one follow-up after a reasonable time is enough)
- Use the children as messengers
- Escalate to try to force a response
- Assume silence means agreement (or disagreement)

## Document the Pattern:

- Keep a log of sent messages and response times
- Note any decisions you had to make unilaterally due to non-communication
- Present this pattern to your attorney or the court

### PRO TIP

*Silence from a co-parent is frustrating but it is also evidence. A parent who refuses to communicate about their children's welfare is not a parent who is prioritizing the children.*

# Documenting Communication Failures

When communication breaks down, document it. Communication failure is a pattern courts take seriously.

## What to Document:

- Messages sent that received no response (include the message and the date)
- Messages that received hostile or inappropriate responses
- Attempts to communicate that were blocked or ignored
- Decisions you had to make alone due to non-communication
- Impact on the children from communication failures

## How to Present It:

"Over the past [timeframe], I have sent [number] messages regarding the children's scheduling, education, and medical needs. [Number] received a response. Of those responses, [number] were about the children and [number] were personal attacks. I have made [number] decisions unilaterally because I could not get a response."

### PRO TIP

*This kind of clear, quantified documentation makes an impact in court. It turns subjective complaints into objective evidence.*

# Building a Business-Like Co-Parenting Relationship

The most successful co-parenting relationships treat the arrangement like a business partnership. You do not need to like your business partner. You just need to work together on the shared project: your children.

## The Business Model:

- Communication is professional, not personal
- Meetings (exchanges) are brief and transactional
- Decisions are made based on data, not emotions
- The "product" (your children's wellbeing) is the only focus
- Disagreements are resolved through established processes, not arguments

## Practical Steps:

- Use a shared calendar for scheduling
- Keep a shared document for the children's medical info, school contacts, etc.
- Communicate only during "business hours" unless there is an emergency
- Review and update the "business plan" (parenting plan) annually through proper channels

### PRO TIP

*You would not send your business partner a 2am text about how they ruined your life. Apply the same standard to your co-parent.*

This mindset shift takes time. It does not mean your feelings are not valid. It means you have a separate space for feelings (therapy, friends, journal) and a separate space for co-parenting (professional, documented, strategic).

EVIDEXI

# This playbook teaches the framework. The app helps you do it daily.

Evidexi helps you document, organize, and prepare for court — all in one place.

[Try Evidexi Free](#)

[app.evidexi.com](https://app.evidexi.com)

- Log incidents with timestamps and details
- Organize evidence by category and date
- Track custody schedule and violations
- Generate court-ready reports
- Keep everything secure and private

Free to start. No credit card required.

© Evidexi. This playbook is for informational purposes only and does not constitute legal advice.