

SECTION 02 · FIVE PRACTICAL TOOLS

# Kids & co-parenting.

Reduce chaos for the kids. Five tools to make the week run better.

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- 04 Handover checklist
- 05 Conversation scripts
- 06 Routine & rhythm
- 07 Shared info snapshot
- 08 Sunday reset

Predictability over perfection.

KIDS & CO-PARENTING · TOOL 04

# Handover checklist.

Reduce the invisible chaos. Most handover stress is operational, not emotional — this fixes the operational part.

THIS CHECKLIST HELPS YOU

Stop forgotten essentials

Keep school items packed

Keep medications moving with the kids

Keep comfort items in the right home

Pass useful notes between houses

Lower handover stress for everyone

# Run the list. Pack the bag.

Print this. Pin it inside a cupboard door. Run the list as you pack — not from memory. Children settle more easily when practical details are predictable.

## 01 School essentials

● GOES BACK TOMORROW

- |   |   |
|---|---|
| <input type="checkbox"/> School uniform.    | <input type="checkbox"/> School shoes.            |
| <input type="checkbox"/> Hat.               | <input type="checkbox"/> Homework.                |
| <input type="checkbox"/> Laptop or iPad.    | <input type="checkbox"/> Chargers.                |
| <input type="checkbox"/> Library books.     | <input type="checkbox"/> Permission notes signed. |
| <input type="checkbox"/> School bag packed. | <input type="checkbox"/> Lunch items organised.   |

## 02 Sports & activities

● CHECK THE WEEK

- |   |   |
|---|---|
| <input type="checkbox"/> Sports uniform.            | <input type="checkbox"/> Sports shoes.          |
| <input type="checkbox"/> Water bottle.              | <input type="checkbox"/> Equipment packed.      |
| <input type="checkbox"/> Musical instruments.       | <input type="checkbox"/> Dance / activity gear. |
| <input type="checkbox"/> Activity schedule checked. | <input type="checkbox"/> Transport confirmed.   |

## 03 Health & medication

● DON'T SKIP

- |  |   |
|--|---|
| <input type="checkbox"/> Medication packed and labelled. | <input type="checkbox"/> Medical notes updated.         |
| <input type="checkbox"/> Allergies communicated.         | <input type="checkbox"/> Specialist appointments noted. |
| <input type="checkbox"/> Scripts and refills checked.    |   |

# Small things, settle them.

A favourite blanket and a one-line note about a rough sleep matter more than they look like they do. Keep the comfort layer steady; keep the other house briefly informed.

## 04 Comfort & routine

● SAME IN BOTH HOMES

- Favourite comfort item.
- Toiletries.
- Weekend clothes.
- Special event items packed.

- Sleep toy or blanket.
- Pajamas.
- Device chargers.
- Reading book / current chapter.

## 05 Notes for the other home

● BRIEF, PRACTICAL, NO DRAMA

### School updates

NOTE

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NOTE

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### Schedule changes

NOTE

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NOTE

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### Behaviour or sleep

NOTE

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NOTE

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### Anything else worth knowing

NOTE

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NOTE

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"The goal is not perfect handovers. The goal is reducing avoidable stress."

ATLAS — FIELD NOTE

# Conversation scripts.

Reduce escalation. You do not need to sound perfect. You need to sound steady.

Need more wording? The **Guides** page in the Atlas app has **70+ scripts** for money, kids, boundaries, high-conflict messages and practical logistics.

USE THESE TO

Buy thinking time

Keep tone steady

Defuse loaded messages

Stay practical about money

Centre the kids in decisions

Hold a calm boundary

# Borrow the tone. Buy the time.

People borrow tone from language. Read these once. Use the phrasing that fits. The goal is not to win the message — it's to keep tonight calmer than it would have been.

## SAFETY CAVEAT

These scripts are for ordinary logistics and lower-conflict communication. If there is intimidation, coercive control, threats, family violence, stalking or unsafe escalation, do not rely on scripts alone. Use safer channels, professional support, legal advice or emergency help.

## 01 Schedule changes

### BUYING TIME

“Thanks for the message. Let me check the week properly and I'll come back to you tonight.”

### CONDITIONAL YES

“That change should be workable. I'll confirm once I check school and transport.”

### SOFT NO

“I can't make that switch this week, but I'm happy to look at another option.”

## 02 Difficult messages

### PAUSE THE LOOP

“I don't think this conversation is productive right now. I'm happy to revisit it once things are calmer.”

### ACKNOWLEDGE, REDIRECT

“I understand you're frustrated. I'd prefer to focus on the practical issue we need to solve.”

### TAKE A BEAT

“I need some time before responding properly.”

# Keep numbers visible. Keep kids central.

The two conversations that escalate fastest. Money goes calmer when both of you are looking at the same numbers; parenting decisions go calmer when the kids are the subject, not the weapon.

## 03 Money conversations

### SLOW IT DOWN

“I'd prefer to look at the actual numbers before agreeing to anything.”

### SHARED PICTURE

“Let's write down the shared expenses clearly so we're discussing the same information.”

### SHARED COSTS

“Can we use one shared list for school, medical and activity costs, with receipts attached, so neither of us is relying on memory?”

### NO QUICK YES

“I'm not comfortable making a quick financial decision today.”

## 04 Kids & parenting

### CENTRE THE CHILDREN

“I think consistency will help them most right now.”

### RE-FRAME

“Can we focus on what creates the least disruption for the kids this week?”

### PROTECT THE AUDIENCE

“I'd prefer we discuss this without the kids present.”

# A boundary is just a repeated sentence.

You don't need a speech. You need one line you can use again next time, and the time after that. Steady beats clever.

## 05 Boundaries

● REUSABLE

LOGISTICS ONLY

“I'm happy to discuss parenting logistics. I don't want to revisit the relationship discussion right now.”

KEEP IT PRACTICAL

“I'd prefer communication stays focused on the practical issue.”

NOT TONIGHT

“I'm not available to continue this conversation tonight.”

Which conversations repeatedly create stress — and what communication style usually escalates them?

"Clearer communication often lowers conflict before it grows. Borrow the tone. Borrow the line. Use it again."

ATLAS — FIELD NOTE

AGE NOTES

YOUNGER KIDS

More visual rhythm, packed duplicates and predictable handovers. Adults hold the detail.

OLDER KIDS

More notice, privacy and agency. Keep them informed without making them carry adult conflict.

TOOL 06 · ROUTINE & RHYTHM

# Predictability helps them feel safer.

Two homes. One rhythm where possible. Write the routine down so it survives a tired Tuesday — and so the other house can mirror what works.

## 01 Morning routine

TASK	TIME
Wake up	
Breakfast	
School preparation	
Leave home	

## 02 Evening routine

TASK	TIME
Dinner	
Homework	
Screens off	
Bedtime	

## 03 Weekly structure

● BOTH HOMES

DAY	HOME	KEY ACTIVITIES
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

TOOL 07 · SHARED INFO

# Important info, in one place.

Both households work better with the same baseline facts. Fill once, copy to the fridge, update twice a year – or whenever something material changes.

## 01 School information

● PER CHILD IF NEEDED

ITEM	DETAILS
School name	
Class teacher	
School contact / front office	
Year coordinator	
Pickup arrangements	

## 02 Medical

ITEM	DETAILS
GP	
Allergies	
Medications	
Specialist	
Emergency contact	

## 03 Activities

ACTIVITY	DAY / TIME
Sports	
Music	
Tutoring	
Other	
Other	

TOOL 08 · SUNDAY RESET

# Reset the week before the week starts.

Fifteen minutes on a Sunday evening saves three small fires on a Tuesday morning. Run the same loop every week.

## 01 This week's priorities

● ONE LINE EACH

KIDS

SCHOOL

TRANSPORT

ADMIN

MEALS

## 02 Upcoming events

EVENT	DAY

## 03 Reset checklist

- School bags ready.
- Uniforms washed.
- Calendar checked.
- Medication packed.
- Food organised.
- Handover times confirmed.
- Chargers packed.
- Sports gear ready.

CLOSING — SECTION 02

# Steadiness beats dramatic solutions.

Children do not need perfect parents during separation. They benefit most from steadiness, predictability, calmer environments, and reduced operational chaos. Small systems matter more than dramatic solutions.

- STEADY
- PREDICTABLE
- OPERATIONAL
- REUSED WEEKLY

USE WITH ATLAS

Set this rhythm in **Kids Week**: handovers, routines, school details, shared costs and the Sunday reset. Keep the PDF for the fridge; keep Kids Week for changes.