

SA CoParents

Special Education & ADHD

Co-Parenting Addendum

A short, sign-able addendum designed to attach to your existing parenting plan or commitment agreement. It locks in identical rules across both homes for the pieces of co-parenting that most affect a child with an IEP, an ADHD medication routine, or an ARD process.

Fill this in AFTER completing the 25-item Educational Alignment Assessment. The parts you scored lowest are exactly the parts to prioritise here.

This document is a planning tool between parents. It is not a court order or a binding legal agreement. If it is intended to modify a court order, have it reviewed by qualified family-law counsel and, when required, approved by the court.

Prepared for (child's name):

Date prepared:

Alignment score from Part 3 (IEP/ARD):

Alignment score from Part 4 (ADHD):

1. IEP & ARD Management

We agree to the following operating rules for our child's IEP:

- ☐ Both parents receive the current IEP document within 24 hours of any revision.
- ☐ Both parents are notified of ARD meetings at least 10 school days in advance.
- ☐ Whenever practical, both parents attend ARD meetings together (or by video / phone) and coordinate positions in advance.
- ☐ If we disagree with a school recommendation, we discuss it BEFORE the ARD, not during.
- ☐ We share every teacher, therapist, and diagnostician email within 48 hours.
- ☐ We use a single shared digital folder (Google Drive / Dropbox / co-parenting app) for all IEP paperwork.

Shared IEP-document folder

Location / link:

Parent 1 access confirmed by:

Parent 2 access confirmed by:

Escalation for disagreements

If we cannot agree on an IEP / ARD position, we will:

- ☐ Consult the child's teacher(s) and the school counsellor first.
- ☐ Consult a private educational diagnostician or Special-Ed advocate.
- ☐ Take the disagreement to mediation before requesting a formal ARD dispute review.

Named advocate / mediator (if any)

2. Accommodations Held in Both Homes

Classroom accommodations only work if they extend into homework, downtime, and daily life. We agree to hold the following identically:

- | | |
|--|--|
| ☐ Extra time on written tasks | ☐ Frequent movement / sensory breaks |
| ☐ Visual schedules and checklists | ☐ Written instructions given step-by-step |
| ☐ Reduced-distraction workspace at homework time | ☐ Noise-cancelling headphones or fidget tools available |
| ☐ Consistent bedtime and wake-time on school nights | ☐ Screen-time / device limits during school week |
| ☐ Other accommodation | |
- Other:

Homework-time rules both households will honour

3. ADHD Medication Coordination

Medication decisions are made by the prescribing clinician, not by either parent unilaterally. This section records how we coordinate what the clinician has already prescribed, not whether to prescribe.

Prescribing clinician

Name:

Phone:

Email:

Medication + dose

Medication	Dose	Time(s) given	Household that fills

Refill responsibility

- ☐ Parent 1 fills the prescription each month.
- ☐ Parent 2 fills the prescription each month.
- ☐ We alternate months; the parent whose fill is due notifies the other 5 days before pickup.
- ☐ Any missed or delayed dose is reported to the other parent within 12 hours.

Cross-home reporting rules

- ☐ Side effects or behaviour changes are reported between us BEFORE we report them to the doctor, so we present a unified observation.
- ☐ We never adjust the dose without the prescriber's written confirmation to both parents.

Side-effects watch-list (what we'll each notice and share)

4. Transitions & Executive-Function Support

Abrupt transitions can trigger ADHD dysregulation. We agree to the following transition rules for exchanges and school-to-home shifts:

- ☐ A 24-hour reminder is sent before any exchange or schedule change.
- ☐ Backpack, medication, and specialised gear travel with the child at every exchange - checked visually by BOTH parents.
- ☐ Exchanges are calm and short - disputes are discussed in writing later, never in front of the child.
- ☐ If our child is dysregulated at pickup, we take 10 minutes to co-regulate before demanding compliance or homework.

Gear that must travel between homes

- | | |
|---|--|
| ☐ Homework binder / school folder | ☐ Fidgets, chewelry, sensory tools |
| ☐ Noise-cancelling headphones | ☐ Weekly medication tray or pillbox |
| ☐ Preferred stuffed / comfort object | ☐ IEP-linked accommodations kit |

Other gear / notes

5. Communication Between Us

Primary channel

- ☐ Text message
- ☐ Email
- ☐ Co-parenting application (name below)

App / channel name:

Response times

Routine child matters: within

Time-sensitive school matters: within

Medical / safety emergencies: as soon as reasonably possible.

Content rules

- ☐ Every message names the child, not the other parent.
- ☐ Every message is brief, informative, and free of blame.
- ☐ Adult grievances are kept out of any communication that touches school or medical topics.

Additional rules we want to hold

6. Review & Signatures

We will review this addendum together at least annually, and any time there is a significant change in medication, diagnosis, or educational placement.

- ☐ At the annual ARD meeting.
- ☐ Every school year in September.
- ☐ Whenever medication is added, changed, or discontinued.
- ☐ Whenever either parent requests a review in writing.

Parent 1

Name:

Signature:

Date:

Parent 2

Name:

Signature:

Date: