

FREE TWO-PAGE RESOURCE

The Calm Reply

Quick Start

A privacy-first way to decide whether a difficult co-parenting message needs an answer.

Use this process before emotion makes the decision. The goal is not to win the exchange. It is to identify the present child-related issue, respond only when useful, and preserve the fuller record privately.

01 PAUSE	Do not answer while activated.
02 ANALYZE	Find the present child-related issue.
03 VERIFY	Check the order, calendar, portal, invoice, or record.
04 RESPOND	Use only verified facts and the next action needed.
05 RECORD	Keep the fuller context in your private notes.

Four Questions Before You Send

Necessary Is there a real child-related issue, deadline, or required decision?

Factual Can I support every important statement?

Child focused Will the message reduce confusion or create a workable next step?

Final Can I say it once without demanding agreement or vindication?

[Free interactive decision tool: mensdivorcerebuild.com/should-i-respond](https://mensdivorcerebuild.com/should-i-respond)

Before You Use AI

Protect your family first. Share only the smallest redacted excerpt needed for the task.

- Replace names with labels such as [Parent A], [Parent B], and [Child].
- Remove birth dates, addresses, schools, employers, contact information, case numbers, account numbers, and provider information.
- Paste only the relevant clause or exchange when possible.
- Check the AI service's privacy and data-use settings.
- Verify every date, quotation, amount, deadline, and proposed action before sending.

Decide Whether to Respond

COPY THIS PROMPT

Review the redacted message below. Identify: (1) the present child-related issue, (2) any direct question, request, deadline, or proposed decision, (3) any material factual statement that may require one correction, and (4) content that is commentary, accusation, repetition, or emotional bait. Recommend one of three outcomes: respond now, verify first, or do not respond. Explain the recommendation briefly. Do not diagnose either parent or speculate about motives.

Redacted message:

[PASTE ONLY THE NECESSARY EXCERPT]

Stop the AI workflow and seek qualified help when there is an immediate safety concern, threat, medical emergency, filing deadline, protective-order issue, possible child abuse, or uncertainty about what a court order requires.

Want the complete system? The \$7 full guide includes five additional prompt applications, the master prompt, neutral documentation, pattern testing, exact-language review, professional-prep, worked examples, and a printable reference card. [\[FULL GUIDE LINK\]](#)

General peer education only. Not legal, medical, mental-health, financial, or custody-evaluation advice.