

# **FAMILY COURT SERVICES ORIENTATION**

**Location: ASSEMBLY ROOM 2<sup>ND</sup> FLOOR**

**200 E. Weatherford, Family Law Center,  
Fort Worth, Texas 76196  
817-884-1616**

*Attendance at Family Court Services Orientation is required  
for all clients using our services.*

*Attendance is highly recommended  
for any parties with children who are involved in a court case.*

**Your Orientation date is on Wednesday, \_\_\_\_\_.**

**➔ You must be signed in by 8:45 a.m. sharp. ←**

**⊗ You may be turned away if you are late. ⊗**

- **You may be required to reschedule if you are turned away for being late.**
- **Parking is very scarce, so come early enough to find a space and check traffic.**
- **Orientation will last approximately 2 hours.**
- **Do not bring children to Orientation.**
- **Both parents/parties should attend Orientation on the same date.  
Step-parents and significant others are welcome and encouraged to attend.**

## **GUIDELINES FOR RESOLVING YOUR CASE WITH AN ALTERNATIVE DISPUTE PROCESS**

Express your feelings, but do not resort to name-calling, making threats or using vulgar language.

Do not interrupt the other person or the mediator/access coordinator. You will both have an opportunity to explain your position.

Speak in the same tone of voice you want others to use when speaking to you.

Stay calm. If the process becomes emotional, agree to take a break. Do not storm out of the room.

Stick to the current situation. You are mediating plans for NOW and the FUTURE. The past is past.

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.

Be prepared to negotiate and willing to compromise.

Remember the child you are discussing has a right to a relationship with both of you.

Try to talk to each other during mediation, rather than talking to the mediator/access coordinator.

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.

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 mediation process if you acknowledge that you understand.

Remember your child loves BOTH of you. Acknowledge the importance of the other person's relationship with the child.

You do not have to resolve everything in one meeting. Agree to set another mediation appointment if necessary.

At the end of the session, acknowledge anything accomplished in that session, no matter how small.