

**IN THE COURT OF COMMON PLEAS  
DOMESTIC RELATIONS DIVISION  
BUTLER COUNTY, OHIO**

**GUIDELINES FOR PARENTING TIME**

CASE NO. \_\_\_\_\_

Children benefit by continued meaningful exposure to both parents. Children need the continuing and regular involvement of both parents to feel loved. No specific schedule will satisfy the change in needs of both children and parents over the years. Critical to the success of any schedule is each parent's flexibility based upon the changing needs of a child as the child grows older.

This schedule takes into account the changing developmental needs of children. It recognizes each situation, each child, and each parent's work schedule is different. It is preferred parents adjust the parenting schedule to meet the specific needs of their children.

If parents have not filed their own agreed written plan with the Court, for good cause shown and upon Order of the Court, the parenting time shall be as follows or as otherwise modified pursuant to Section 7.

**1. TERMINOLOGY:**

(A) For purposes of this schedule,

\_\_\_\_\_ is designated the RESIDENTIAL parent and

\_\_\_\_\_ is designated the NON-RESIDENTIAL parent.

~OR~

(B) If used as the parenting time schedule of a Shared Parenting Plan, wherever "residential

parent" appears, the name \_\_\_\_\_ shall be substituted as if rewritten,

and wherever "non-residential parent" appears, the name \_\_\_\_\_ shall

be substituted as if rewritten.

~AND~

(C) For purposes of the following parenting schedule, "week 1" is considered to be the first full week of each calendar year with Monday regarded as the first day of the week.

**PARENTS WITH CHILDREN IN MORE THAN ONE AGE GROUP:**

THE FOLLOWING SCHEDULES ARE DESIGNED TO PROVIDE AGE APPROPRIATE PARENTING TIME. IN FAMILIES WITH CHILDREN IN MULTIPLE AGE GROUPS, PARENTS ARE ENCOURAGED TO ADOPT A SINGLE SCHEDULE TO PROMOTE CONSISTENCY AND BALANCE THE NEEDS OF ALL THE CHILDREN. IF PARENTS ARE UNABLE TO AGREE ON A SINGLE SCHEDULE, THEY SHALL FOLLOW SCHEDULE D FOR ALL CHILDREN AGE ONE (1) YEAR AND OLDER. CHILDREN UNDER ONE (1) YEAR SHALL ALWAYS FOLLOW SCHEDULES A AND B.

**2. REGULAR PARENTING TIME**

Basic Principles: Birth to Three Years

- i. Particularly with very young children, the more frequently the non-residential parent sees the child(ren), the more appropriate it is to have longer periods of time with the non-residential parent.

- ii. If the non-residential parent has not had regular contact with the child, short periods of parenting time must precede extended periods.
- iii. With children over the age of 3 months, and particularly with children in the preschool years, more overnight time may be appropriate, subject to the temperament of the child and the circumstances of each family.
- iv. **Parents shall adjust parenting time to allow for frequent contact for the non-residential parent to accommodate their work schedules.**

The non-residential parent shall have parenting time as follows:

**A. Birth to 3 months: Frequent short visits in the baby’s home, unless otherwise specified. If the residential parent is not working outside the home, daily from 6:00 pm until 8:00 pm. If the residential parent is working outside the home, every other day from 6:00 pm until 8:00 pm. The non-residential parent may take the child out for walks or drives if sleeping and feeding can be accommodated.**

**B. 3 months to 1 year:**

**Frequent short visits per agreement or, Tuesday and Thursday evenings from 5:30 pm until 8:30 pm**

**One day every weekend, alternating Saturday/Sunday from 10:00 am until 6:00 pm, with Saturday parenting time to begin on Friday at 6:00 pm until Saturday at 6:00 pm**

3 MONTHS TO 1 YEAR - PARENTING SCHEDULE							
	MON	TUE	WED	THU	FRI	SAT	SUN
Wk1		X		X			D
Wk2		X		X	O	D	
Wk3		X		X			D
Wk4		X		X	O	D	

X = Evenings O = Overnight from 6:00 PM  
D = 10:00 AM TO 6:00 PM

The non-residential parent shall have parenting time as follows:

**C. 1 year to 3 years:**

**Tuesday and Thursday evenings from 5:30 pm until 8:30 pm. A rotating four week schedule as follows:**

**Week 1-Friday 6:00 pm until Saturday at 6:00 pm**

**Week 2-Saturday 6:00 pm until Sunday at 6:00 pm**

**Week 3-Friday 6:00 pm until Sunday at 6:00 pm**

**Week 4-Residential Parent’s weekend**

1 TO 3 YEARS - PARENTING SCHEDULE							
	MON	TUE	WED	THU	FRI	SAT	SUN
Wk1		X		X	O		
Wk2		X		X		O	
Wk3		X		X	O	O	
Wk4		X		X			

X = Evenings O = Overnight

**Basic Principles: 3 through 15 Years**

- i. Preschool age children can adapt to longer periods of separation from their principal caretakers than younger children can.
- ii. The needs of the 3 through 15 year old child with regard to school schedules, homework, and extra-curricular activities must be respected.
- iii. Adjusting to and moving back and forth between two households increases the complexity of life for a child in a divorce situation. It may, therefore, be necessary to simplify other aspects of a child’s life, e.g. by reducing the number of outside activities.

The non-residential parent shall have parenting time as follows:

**D. 3 through 15 years:**

**A rotating schedule as follows:**

**Weeks 1 & 3-Tuesday 6:00 pm until 8:00 pm plus Friday evening at 6:00 pm to Monday morning before School or summer care**

**Weeks 2 & 4-Thursday 6:00 pm to Friday morning before school or summer care**

3 THROUGH 15 YEARS - PARENTING SCHEDULE							
	MON	TUE	WED	THU	FRI	SAT	SUN
Wk1		X			O	O	O
Wk2				O			
Wk3		X			O	O	O
Wk4				O			

X = Evenings O = Overnight

Basic Principles: 16 to 18 Years

- i. Parents should respect an older teenager’s need to spend time with peers, work and participate in organized activities, and less time with each parent, particularly during weekends and summer holidays.
- ii. Quality of time is more important than a rigid schedule. Flexibility in scheduling is necessary. When possible, it is preferable to consider the teenager’s wishes as long as the parents agree.

The non-residential parent shall have parenting time as follows:

**E. 16 to 18 years:**

**Tuesday and Thursday evenings from 5:30 pm until 8:30 pm**

**A rotating four week schedule as follows:**

**Week 1-Friday 6:00 pm until Saturday at 6:00 pm**

**Week 2-Saturday 6:00 pm until Sunday at 6:00 pm**

**Week 3-Friday 6:00 pm until Sunday at 6:00 pm**

**Week 4-Residential Parent’s weekend**

16 TO 18 YEARS - PARENTING SCHEDULE							
	MON	TUE	WED	THU	FRI	SAT	SUN
Wk1		X		X	O		
Wk2		X		X		O	
Wk3		X		X	O	O	
Wk4		X		X			

X = Evenings O = Overnight

**3. EXTENDED PERIODS**

**A.** If the child(ren) are of school age, each parent shall be entitled to have extended parenting time with the child(ren) for a period of four weeks during the summer. If the child(ren) are not of school age, the four week vacation period may be scheduled at any time during the year. No more than two of the four weeks may be scheduled at any time during the year, unless otherwise agreed upon by the parties in writing.

**B.** Each parent shall notify the other parent in writing of the times desired for extended periods no later than 60 days prior and no earlier than one year prior to the exercise of extended period. Where there is a conflict between parents as to vacation schedules, the schedule of the parent who first gives written notice to the other parent shall prevail. Extended parenting time is to be exercised in no less than one week increments, except upon agreement of the parties.

**4. HOLIDAY SCHEDULE**

Parents may wish to change, by agreement, a holiday at least one week in advance in order to observe family or religious traditions. If not changed by agreement holiday times, where relevant, are as follows:

HOLIDAYS	EVEN # YEARS <sup>1</sup>	ODD # YEARS <sup>1</sup>	AS AGREED, OR
Spring Break <sup>2,3</sup>	R	NR	see below
Memorial Day	NR	R	9:00 am - 7:00 pm
Fourth of July	R	NR	7/4 - 9:00 am - 10:30 pm
Labor Day	NR	R	9:00 am - 7:00 pm
Halloween (Beggar's Night)	R	NR	5:00 pm - 8:00 pm
Thanksgiving	NR	R	Wed., 5:00 pm - Sun., 5:00 pm
Christmas Eve <sup>4</sup>	NR	R	12/19 - 9:00 am - 12/24 - 10:00 pm
Christmas Day	R	NR	12/24 - 10:00 pm - 1/1 - 7:00 pm
Mother's Day <sup>5</sup>	MOTHER	MOTHER	9:00 am - 7:00 pm
Father's Day <sup>5</sup>	FATHER	FATHER	9:00 am - 7:00 pm
Child's birthday (school day)	R	NR	After school - 8:00 pm
Child's birthday (no school)	R	NR	9:00 am - 7:00 pm

<sup>1</sup> "R" represents the parent designated as residential parent and "NR" represents the parent designated as non-residential parent.

<sup>2</sup> If Easter falls within Spring Break, it will be considered part of the break. If Easter does not fall within Spring Break, it will be celebrated according to the normal weekend rotation.

<sup>3</sup> Spring Break: The child(ren)'s school schedule shall define the parenting time. If the child(ren) are not of school age, the public school schedule in the district where the residential parent for school purposes resides shall control. Parenting time should be from 5:00 p.m. on the last day of school prior to the Spring Break until 5:00 p.m. on the day before school resumes (or would resume if the child(ren) were of school age).

<sup>4</sup> If school is in session, the parent is responsible for transporting the child(ren) to and from school.

<sup>5</sup> For same-sex parents, these dates shall alternate (as applicable) with even years spent with the "residential" parent and odd years with the "non-residential" parent.

## 5. MISCELLANEOUS

A. The child(ren) and parent have no duty to wait for the other parent to arrive for more than 30 minutes. The parent who is more than 30 minutes late for a particular period of time shall forfeit that period of time. Exception shall be made if, and only if, the tardiness of a parent is for just cause and the other parent receives both prompt notification and a reasonable estimated arrival time.

B. A parent more than 30 minutes late in returning the child(ren) without calling to make arrangements and without just cause shall be subject to contempt.

C. When a parent will be gone overnight regardless of the age of the child(ren), the other parent shall be afforded the opportunity to exercise overnight parenting time.

D. Make-up days shall be given if, due to an emergency, the child(ren) or parent is not available at the scheduled time or if the other parent denies access to the child(ren) without just cause. All make-up dates shall be rescheduled and exercised within 30 days.

E. The parents shall make every effort to consider the child(ren)'s school schedule and reasonable extracurricular activities to serve the best interest of the child(ren).

F. Unless otherwise agreed, the parent whose parenting time is commencing shall provide transportation at the beginning of the parenting time period.

G. Each parent is entitled to reasonable (i.e., no more than once a day) media contact (e.g., telephone, FaceTime, Skype) with the child(ren) when the child(ren) are with the other parent for more than 24 hours. Both parents shall provide each other with their address, phone number and email address. If parents remove the child(ren) from their residence overnight for holiday/extended parenting time or any other purpose, the parents shall provide each other with an emergency telephone number where the child(ren) can be reached.

H. Parenting time which cannot take place because of serious illness of the child(ren) will be made up at the same time the following week.

I. When the holiday parenting time of a parent falls on a Monday following that parent's regular weekend parenting time, then the parenting time will be continuous, i.e., the child(ren) will stay overnight on Sunday and return to the other parent on Monday at 7:00 p.m. When a conflict occurs between the holiday parenting time and the alternate weekend/Monday parenting time, the holiday parenting time will take precedence.

**J.** Neither parent shall restrict the child(ren) from taking those personal items which facilitate personal comfort and enjoyment to the home of the other parent. Any items taken shall be returned with the child(ren).

**K.** In the event of a conflict, the following is the order of precedence: 1st Holidays; 2nd Extended periods; 3rd Regular Schedule.

**6. RELOCATION/REMOVAL**

NEITHER PARENT SHALL PERMANENTLY REMOVE THE CHILD(REN) FROM THE JURISDICTION OF THIS COURT WITHOUT FIRST FILING A NOTICE OF RELOCATION. THIS NOTICE MUST BE SERVED ON THE NON-RELOCATING PARTY IN ACCORDANCE WITH RULE DR34.

**7. MODIFICATION/RESTRICTIONS AS FOLLOWS:**

Max 9,000 Characters - if more space is needed, a signed and notarized statement can be attached (Ref. Modification/Restrictions)