APPENDIX B

KNOX COUNTY PARENTING SCHEDULE

PREFACE: There is no specific schedule of parenting time that can address the changing needs of children and parents. It is important for parents to remain flexible based upon the changing needs of their children. As children mature and become involved in activities outside the home, they often have less time to spend with parents. The Court encourages parents to resolve parenting issues amicably as they occur.

The schedule for parenting time set forth is, in most cases, the **MINIMUM** amount of parenting time for the non-residential parent. Parents are encouraged to create their own parenting schedules, which may include more or less parenting time as the parties agree.

When relationships end, parents may experience a difficult time dealing with one another. Times when children are physically transferred between the parents is NOT an opportunity to direct hostility toward the other parent, including demeaning language or behavior. **IT IS THE ABSOLUTE DUTY OF EACH PARENT TO MAKE CERTAIN THAT THE CHILD IS READY FOR PARENTING TIME WITH THE OTHER PARENT AND IS TRANSFERRED TO THE OTHER PARENT IN A TIMELY FASHION AT THE COMMENCEMENT AND AT THE TIME PARENTING ENDS.**

GENERAL RULES REGARDING PARENTING TIMES: These rules apply to all parenting times.

Conflicting Schedules; Order of Priority:

Unless the Court orders otherwise, in the event of conflicts in parenting time schedules under this Rule, the following is the order of priority, with number one having the first priority:

1. Holidays and days of Special Meaning as set forth in Local Rule except the child's birthday.

2. Child's birthday.

3. Vacation periods or extended parenting times, including President's Day and Martin Luther King Day weekends.

4. Weekends and mid-week parenting times. The alternate weekend rotation is not changed due to parenting time schedule conflicts.

Illness.

Parenting time shall be provided to the non-residential parent even if the child is ill, unless the child is hospitalized or a physician has recommended that the child not be removed from the residential parent's home, in which event immediate notice shall be given to the non-residential parent. Any weekend parenting time that is missed under this provision shall be made up the next weekend available to the non-residential parent.

Medications

In all instances in which it is necessary for a child to take prescribed medications, the residential parent shall provide the non-residential parent with an adequate supply of such medications to care for the child's needs during parenting time.

The residential parent shall also provide the non-residential parent with copies of the explanatory materials issued by the pharmacy or, in lieu of this information, a typed or legibly written document setting forth the times of administration of medications, an explanation of whether food should be taken with the medications, a list of any potential side effects known to the residential parent and the name, address, and telephone number of the child's pediatrician and pharmacist. The residential parent shall provide this information to the non-residential parent at the time the child is exchanged for parenting time.

All medications shall be administered to the child by the non-residential parent as prescribed. If the non-residential parent is not physically present to administer medications, then it shall be the responsibility of such parent to designate an adult of suitable maturity and judgment to administer the medications as prescribed.

Communications

Unless the Court orders otherwise, each parent must keep the other informed of his/her current address and telephone numbers and an alternate telephone number in case of emergencies.

IT IS THE RESPONSIBILITY OF THE PARENTS, NOT THE CHILDREN, TO MAKE ALL PARENTING TIME ARRANGEMENTS. Both parents shall refrain from criticizing the other or arguing with the other parent in the children's presence.

Either parent may have reasonable telephone contact with the children not to exceed twice a week for a period of between 5 to 10 minutes during the hours of 7:00 a.m. to 8:00 p.m. If the children are not available, the children should return the telephone call within 24 hours of the time the parent made the unsuccessful call to the children.

Children are permitted unlimited telephone/and or e-mail contact with the parent with whom they are not spending parenting time.

Both parents shall encourage free communications between the children and the other parent.

Neither parent shall do anything to impede or restrict reasonable communications by telephone, cell phone (including text messaging), mail, or computer (e-mail or instant messaging) with the child and the other parent regardless of who initiated the communication. Neither parent shall monitor or listen in on the children's telephone calls with the other parent.

Clothing and Supplies for Children older than 3 years of age

The residential parent shall send the child with sufficient clothing and outerwear appropriate for the season and for any known or planned activities. The non-residential parent shall return all items that are sent at the end of parenting time.

Clothing and Supplies for Children under 3 years of age

In cases with infants and young children 3 years and younger, each parent shall maintain at their home a crib or infant bed (as applicable), a car seat, formula, bottles, appropriate clothing and outerwear, and a sufficient supply of diapers and related items in his/her home for the child.

Children's Activities

Scheduled periods of parenting time shall not be delayed or denied because a child has other activities. It is the responsibility of the parents to discuss extra-curricular activities of the children in advance, including time, dates, and transportation needs. A parent receiving activity schedules shall provide a copy to the other parent. The parent who has the children during the time of the scheduled activity is responsible for the transportation, attendance and/or other arrangements. Both parents are permitted to attend all their children's activities, regardless of the parenting schedule.

The residential parent shall not unreasonably schedule activities or appointments with the minor children when the child would otherwise be with the non-residential parent.

Schoolwork

A parent must provide time for any child to study, complete homework assignments, papers, or other school assigned projects, even if the completion of this work interferes with the parent's plans with the children. If schoolwork is assigned by the school prior to the scheduled parent's time, the other parent must inform the scheduled parent of the work to be done, and it is the scheduled parent's responsibility to see that it is completed.

Grace period

The parent transporting the children for parenting time shall have a grace period of 15 minutes for pick-up and delivery if both parties live within 30 miles of one another. If the one-way distance to be traveled is more than 30 miles, the grace period shall be 30 minutes. In the event the non-residential parent exceeds the grace period, that particular parenting time is forfeited unless prior notification and arrangements have been made. This rule shall be subject to the exception that in the event the non-residential parent experiences an unavoidable accident, emergency, or traffic delay en route and promptly notifies the other parent of the delay the parenting time is not forfeited.

PROMPTNESS AND FLEXIBILITY ARE TO BE THE GOALS OF THE PARENTS CONCERNING TRANSPORTATION OF THE CHILDREN FOR PARENTING TIME

Transportation

Parents or a designated third party are responsible for providing transportation to and from parenting time. Unless the parties otherwise agree, the parent who is exercising parenting time shall pick up the child from the residential parent (or designated person, if applicable) at the child's residence, unless otherwise designated, and at the end of parenting time the other parent (or designated person, if applicable) shall be responsible for picking up the child from parenting time.

If circumstances prevent a parent from personally delivering the children to or from parenting time, another responsible adult known to both parents and the children may provide transportation with advance notice to the other parent, unless otherwise ordered by the Court.

In all instances in which a child is required by Ohio law to be transported in a child safety seat or booster seat, each parent shall use a properly installed child safety seat or booster seat. In all other instances, the parent transporting the child shall be responsible for using a properly functioning seat belt. Only a driver with a current, valid license may transport the children.

Air Travel

The non-residential parent exercising parenting time with a child, under 10 years of age, choosing air travel, must accompany that child to and from parenting time. The cost of the parent's travel is that parent's responsibility.

For children who are over 10 years of age and can travel as unaccompanied minors, the non-residential parent must make travel arrangements with the airline. Most airlines will require a fee to provide this service, which will be the responsibility of the non-residential parent. The non-residential parent shall provide written notice to the residential parent of the itinerary and the provisions for the child to fly as an unaccompanied minor.

Alterations in the Child's Physical Appearance

The non-residential parent shall not alter the physical appearance of the child by hair coloring, unconventional hair cuts, ear or other body part piercings, permanent tattooing, or any other drastic act that appreciably alters the physical appearance of the child without the consent of the residential parent.

Serious Family Illness/Death

Both parents shall accommodate parenting time requested by the other parent in circumstances in which there exists a dire family illness and/or death of a grandparent, stepparent, stepsibling, half-siblings, aunts and uncles.

Definitions

Unless otherwise specified, the term week is defined as seven consecutive days.

THE PARENTING SCHEDULE IS DIVIDED FOR PARENTING TIME THAT IS LOCAL, SEMI-LOCAL, AND NON- LOCAL PARENTING TIME

LOCAL PARENTING TIME
DESIGNED FOR PARENTS WHO RESIDE
WITHIN 15 MILES OF ONE ANOTHER
AND HAVE ONE CHILD UNDER
THE AGE OF 2 YEARS

Children from birth to 2 years of age benefit from a schedule that recognizes the needs of their age group. The following schedule is designed to accommodate the needs of such children. **THIS SCHEDULE ONLY APPLIES WHEN THERE IS ONE CHILD IN THE FAMILY UNDER 2 YEARS OF AGE.** If there are older children in the family the child follows the same parenting time as the older children.

The non-residential parent shall have parenting time with the child 3 days during the week from 6:00 p.m. until 7:30 p.m., unless a parent's work schedule requires the parenting time to be during the morning hours. In that instance, parenting time shall be 3 days per week from 9:00 a.m. to 10:30 a.m.

For those who can not agree, the days shall be Monday, Wednesday, and Friday.

The non-residential parent shall have the child on alternate weekends from Saturday at 4:00 p.m. until Sunday at 10:00 a.m., or as the parties otherwise agree to accommodate work schedules.

For families that have other children, this rule does not apply unless the parties agree that this schedule is in the best interest of all the children in the family.

HOLIDAYS

Mother's Day and Father's Day – Children are with parents from 9:00 a.m. to 6:00 p.m.

Children's birthdays – In even numbered years, mother has the child, and in odd numbered years, father has the child. If the parents can not agree, parenting time shall be from 10:00 a.m. to 6:00 p.m. if the birthday falls on a non-school day and the parent is not working on that day. If a school day and workday, the parenting time shall be from 5:00 p.m. until 8:30 p.m.

ODD YEARS – Mother has Martin Luther King Day, Easter, July 4th and Labor Day. Father has President's Day, Memorial Day, Beggar's Night, Thanksgiving Day, Christmas Day, and New Year's Day.

EVEN YEARS – Father has Martin Luther King Day, Easter, July 4th and Labor Day. Mother has President's Day, Memorial Day, Beggar's Night, Thanksgiving Day, Christmas Day and New Year's Day.

All holidays begin at 9:00 a.m. and continue until the following morning at 9:00 a.m.

LOCAL PARENTING TIME
DESIGNED FOR PARENTS WHO RESIDE
WITHIN **30 MILES** OF ONE ANOTHER
AND HAVE ONE CHILD UNDER
THE AGE OF 2 YEARS

Children from birth to 2 years of age benefit from a schedule that recognizes the needs of their age group. The following schedule is designed with the needs of such children. **THIS SCHEDULE ONLY APPLIES WHEN THERE IS ONE CHILD IN THE FAMILY UNDER 2 YEARS OF AGE.** If there are older children in the family the child follows the same parenting time as the older children.

The non-residential parent shall have parenting time with the child 1 day during the week from 5:00 p.m. until 7:30 p.m., unless a parent's work schedule requires the parenting time to be during the morning hours. In that instance, parenting time shall be 1 day per week from 9:00 a.m. to 11:30 a.m.

The non-residential parent shall have the child on alternate weekends from Saturday at noon until Sunday at 10:00 a.m., or as the parties otherwise agree to accommodate work schedules. In other words, if the non-residential parent works on Saturday, the parenting time shall shift to Friday noon until Saturday at 10:00 a.m. or Sunday noon until Monday at 10:00 a.m.

For families that have other children, this rule does not apply unless the parties agree that this schedule is in the best interest of all the children in the family.

HOLIDAYS

Mother's Day and Father's Day – Children are with parents from 9:00 a.m. to 6:00 p.m.

Children's birthdays – In even numbered years, mother has the child, and in odd numbered years, father has the child. If the parents can not agree, parenting time shall be from 10:00 a.m. to 6:00 p.m. if the birthday falls on a non-school day and the parent is not working on that day. If a school day and workday, the parenting time shall be from 5:00 p.m. until 8:30 p.m.

ODD YEARS – Mother has Martin Luther King Day, Easter, Fourth of July, Labor Day, and Christmas Day

Father has President's Day, Memorial Day, Beggar's Night, and Thanksgiving Day

EVEN YEARS – Father has Martin Luther King Day, Easter, Fourth of July, Labor Day, and Christmas Day

Mother has President's Day, Memorial Day, Beggar's Night, and Thanksgiving Day

All holidays begin at 9:00 a.m. and continue until the following morning at 9:00 a.m.

IF THE PARENTS LIVE MORE THAN 30 MILES APART THE COURT WILL DETERMINE PARENTING TIME ON A CASE BY CASE BASIS.

LOCAL PARENTING TIME
DESIGNED FOR PARENTS WHO RESIDE
WITHIN **30 MILES** OF ONE ANOTHER
DURING THE SCHOOL YEAR

OPTION ONE - LOCAL

Monday	Tuesday	Wednesday	Thursday	Friday	Sat.	Sun.
NR/R	R	R/NR	NR/R	R/NR	NR	NR
R	R	R/NR	NR/R	R	R	R

WEEKENDS - The non-residential parent shall have parenting time on alternate weekends:

> Beginning Friday at 6:00 p.m. and ending Monday morning when the child is returned to school, daycare or the residential parent by 9:00 a.m.

WEEKDAYS - The non-residential parent shall have parenting time on Wednesday beginning at 6:00 p.m. until Thursday morning when the child is returned to school, daycare or the residential parent by 9:00 a.m.

OPTION TWO - LOCAL

WEEKENDS - The non-residential parent shall have parenting time on alternate weekends:

> Beginning Thursday night at 6:00 p.m. and ending Sunday at 6:00 p.m. when the child is returned to the residential parent. The non-residential parent is responsible for delivering the child to school on a timely basis on Friday. If the child does not have school on the Friday the child shall remain with the non-residential parent.

WEEKDAYS - The non-residential parent shall have midweek visitation on Tuesdays at 6:00 p.m. and ending Wednesday morning when the child shall be returned to school, daycare, or the residential parent.

SEMI – LOCAL PARENTING TIME
DESIGNED FOR PARENTS WHO RESIDE
WITHIN 90 MILES OF ONE ANOTHER
DURING THE SCHOOL YEAR

WEEKENDS – The non-residential parent shall have parenting time on alternate weekends:

Beginning Friday at 6:00 p.m. and ending Sunday at 7:00 p.m., unless the following Monday is a school holiday, in that event the non-residential parent will return the child Monday at 6:00 p.m.

HOLIDAYS AND SPECIAL DAYS OF MEANING FOR BOTH LOCAL AND SEMI OPTIONS:

HOLIDAY / SPECIAL DAYS OF MEANING SCHEDULE

ODD YEARS	EVEN YEARS
MOTHER'S SCHEDULE FOR ODD YEARS	**FATHER'S SCHEDULE FOR EVEN YEARS**
EASTER: Saturday 6:00 p.m. to Sunday 6:00 p.m.	**EASTER:** Saturday 6:00 p.m. to Sunday 6:00 p.m.
SPRING BREAK: 9:00 a.m. the day ***AFTER*** school recesses to 6:00 p.m. the day ***BEFORE*** school resumes	**SPRING BREAK:** 9:00 a.m. the day ***AFTER*** school recesses to 6:00 p.m. the day ***BEFORE*** school resumes
LABOR DAY: Sunday 6:00 p.m. to Monday 6:00 p.m.	**LABOR DAY:** Sunday 6:00 p.m. to Monday 6:00 p.m.
FATHER'S SCHEDULE FOR ODD YEARS	**MOTHER'S SCHEDULE FOR EVEN YEARS**
PRESIDENT'S DAY: Weekend Friday at 6:00 p.m. to Monday 6:00 p.m.	**PRESIDENT'S DAY:** Weekend Friday at 6:00 p.m. to Monday 6:00 p.m.
MARTIN LUTHER KING DAY: Weekend Friday at 6:00 p.m. to Monday 6:00 p.m.	**MARTIN LUTHER KING DAY:** Weekend Friday at 6:00 p.m. to Monday 6:00 p.m.
MEMORIAL DAY: Sunday 6:00 p.m. to Monday 6:00 p.m.	**MEMORIAL DAY:** Sunday 6:00 p.m. to Monday 6:00 p.m.
BEGGAR'S NIGHT:(where father resides) 4:30 p.m. to 8:00 p.m.	**BEGGAR'S NIGHT: (where mother resides)** 4:30 p.m. to 8:00 p.m.
THANKSGIVING: Wednesday at 6:00 p.m. to Thursday at 6:00 p.m. unless father's regular weekend visit follows then the visit ends Monday morning (school, daycare or 9:00 a.m.)	**THANKSGIVING:** Wednesday at 6:00 p.m. to Thursday at 6:00 p.m. unless mother's regular weekend visit follows then the visit ends Monday morning (school, daycare or 9:00 a.m.)
WINTER BREAK: Winter break begins the first full day after the close of school and the last day is the last full day prior to the return to school. The parent with the first part of winter break has the child(ren) from the date after school recesses at 9:00 a.m. through Christmas Eve until 8:00 p.m. The remainder of break constitutes the second part of the break. In odd years, mother has the first part of winter break, father has the second part, and in even years, father has the first part of winter break, and mother has the second part.	
OTHER DAYS OF SPECIAL MEANING: Father's Day with father from 10:00 a.m. to 6:00 p.m. Mother's Day with mother from 10:00 a.m. to 6:00 p.m. Child's Birthday-odd years father 10:00 a.m. to 6:00 p.m. Even years mother 10:00 a.m. to 6:00 p.m.	

LONG DISTANCE - SCHOOL YEAR

For parents residing more than 90 miles apart during the school year:

WEEKENDS - one weekend per month from Friday after school until Sunday at 6:00 p.m.

The non-residential parent shall have weekend parenting time the first weekend in September to include Labor Day, the second weekend in January to include Martin Luther King Day, the second week in February to include President's Day, and the last weekend in May to include Memorial Day.

The non-residential parent's parenting time shall be from Friday after school through the holiday until 6:00 p.m. (If these holidays fall on Mondays).

The parties shall agree upon the weekend parenting time for the remaining months of the school year, October, November, March, and April. In the event the parties can not agree on the parenting weekend during these months the non-residential parent shall be entitled to any 3 day weekend that occurs or the weekend shall be the second weekend of those months.

HOLIDAYS—LONG DISTANCE

The EXTENDED holiday schedule for parents living more than 90 miles apart shall be as follows:

Thanksgiving:	In even number years, mother has from the time school recesses until Sunday at 6:00 p.m. In odd numbered years, father has from time school recesses until Sunday at 6:00 p.m.
Winterbreak:	The Christmas holiday shall alternate between parents so that in even numbered years the father has from the end of school before the Christmas break begins until the day after Christmas at 6:00 p.m.
	Mother shall have from the day after Christmas at 6:00 p.m. until 5:00 p.m. the day before school resumes.
	The schedule shall be reversed in odd-numbered years.
Spring Break:	9:00 a.m. the day after school recesses to 5:00 p.m. the day before school resumes. Even number years, mother shall

have spring break, and in odd numbered years, father will have spring break.

Additional Parenting Time: If the nonresidential parent elects to travel to the area where the children normally reside, he/she may exercise weekend parenting pursuant to Local Option one or two for parents 30 miles apart. When the non-residential parent elects to do so, he/she shall provide the residential parent with at least thirty days advanced notice.

SUMMER PARENTING TIME

General Guidelines

1. If summer school is necessary for a child in order to pass into the next grade, then regardless of which option the parties have chosen, each parent is responsible for getting the child to school during their summer parenting time.

2. Regardless of the schedule chosen during the summer break, each parent is responsible for obtaining their own work-related child care provider unless the parties otherwise agree in writing.

3. In the event of multiple children with different length summer breaks, the shortest summer break dictates the schedule.

4. Home schooled children shall follow the schedule of the residential parent's school district.

5. On the July 4th holiday, the child(ren) shall remain with the parent exercising parenting time on that date.

OPTION ONE - SUMMER

One week rotating schedule

During the summer break from school, the parents shall exercise parenting time on an alternating week schedule that begins and ends at 6:00 p.m. on Fridays. In even years, the non-residential parent shall exercise the first week of summer parenting time beginning at 6:00 p.m. on Friday after school recesses for the summer, followed by the residential parent exercising the next week. This alternating pattern shall continue during the summer recess. The summer parenting schedule ends at 6:00 p.m. on the last Friday before school resumes. Each parent may exercise a mid-week visit with the

child(ren) on _____. Any regular weekend parenting time shall be suspended during the summer. In odd years, the residential parent shall exercise the first one week block and begin the rotation.

Each parent may exercise a one week uninterrupted vacation during one of their blocks of time. The parent intending to exercise a vacation shall provide a 30 day notice to the other parent. As soon as available, but prior to leaving, the vacationing parent shall provide a travel itinerary, which includes the destination, times of arrival and departure, methods of travel, and contact information to use during the vacation.

Each parent may delegate a portion of his/her vacation time to a close relative.

OPTION TWO-SUMMER

Two week rotating schedule

During the summer break from school, the parents shall exercise parenting time in alternating two-week periods (beginning and ending at 6:00 p.m. Fridays). In even years, the non-residential parent shall exercise a two week block of summer parenting time beginning at 6:00 p.m. on the first Friday after school recesses, followed by the residential parent exercising a two week block of parenting time. The alternating pattern shall continue during the remainder of the summer. The summer parenting time schedule shall end at 6:00 p.m. on the last Friday before school resumes. Each parent shall exercise a mid-week parenting time with the children on _____. Any regular weekend parenting time shall be suspended during the summer. In odd years, the schedule is reversed with the residential parent beginning the two week rotation.

Each parent may exercise two weeks uninterrupted vacation during one of their blocks of time. The parent intending to exercise a vacation shall provide a 30 day notice to the other parent. As soon as available, but prior to leaving, the vacationing parent shall provide a travel itinerary, which includes the destination, times of arrival and departure, methods of travel, and contact information to use during the vacation.

Each parent may delegate a portion of his/her vacation time to a close relative.

OPTION THREE-SUMMER

Summer divided at middate

SUMMER IS DIVIDED AT MIDBREAK - THIS IS THE DEFAULT OPTION FOR LONG DISTANCE PARENTING (WHERE PARENTS LIVE MORE THAN 90 MILES APART). This schedule supersedes days of special meaning and birthdays that occur during the summer.

In even numbered years, the residential parent shall exercise parenting time beginning at 6:00 p.m. the day after school is over until 6:00 p.m. at the midpoint of the break. The non-residential parent shall commence parenting time at 6:00 p.m. at the mid-point break until 6:00 p.m. on the last Friday prior to the commencement of school.

For parties living within 90 miles of one another, the alternating weekend parenting time, as set forth in Semi- Local schedule may be exercised by the parent who is not exercising his or her half of the summer schedule.

Each parent may exercise two weeks uninterrupted vacation during one of their blocks of time. The parent intending to exercise a vacation shall provide a 30 day notice to the other parent. As soon as available, but prior to leaving, the vacationing parent shall provide a travel itinerary, which includes the destination, times of arrival and departure, methods of travel, and contact information to use during the vacation.

Each parent may delegate a portion of his/her vacation time to a close relative.

OPTION FOUR-SUMMER

Maintain the school year schedule (Only for those parents exercising Local Rule parenting time).

During the summer break from school, the parties shall continue to operate under their existing parenting schedule.

Each parent may exercise two weeks uninterrupted vacation during one of their blocks of time. The parent intending to exercise a vacation shall provide a 30 day notice to the other parent. As soon as available, but prior to leaving, the vacationing parent shall provide a travel itinerary, which includes the destination, times of arrival and departure, methods of travel, and contact information to use during the vacation.
Each parent may delegate a portion of his/her vacation time to a close relative.
Effective date: