

You must file these added forms if you are filing one of the following actions in the **Adams County Court of Common Pleas Domestic Relations Division**:

- **DIVORCE WITH CHILDREN**
- **DIVORCE ANSWER WITH CHILDREN**

Form	Form Name	Purpose and Instructions
AC-001	Notice of Appearance	Tells the Court your contact information
AC-002	Waiver of Counsel	Tells the Court you will be representing yourself
AC-203	Notice of Helping Children Cope with Family Separation Seminar	Information on the required parenting seminar.
AC-204	Helping Children with Family Separation Registration Packet	This packet is updated on the Court's website each year so to ensure you receive the most updated registration information, you must print off a copy from: https://sites.google.com/view/adamscountycommonpleas/home/domestic/divorce-with-children You can find the packet under "#10. Parenting Seminar Required"
AC-202	Child Support Enforcement Account Information Sheet	Provides the CSEA with information
AC-206	Standard Parenting Time Order	Attach to shared parenting plan or separation agreement if applicable
AC-207	Standard Parenting Schedule	Attach to shared parenting plan or separation agreement if applicable
	Child Support Worksheet (Remember to sign this form!)	Complete at: https://ohiochildsupportcalculator.ohio.gov/home.html and attach to motion for temporary orders, shared parenting plan, or separation agreement.

AC-205	Motion for Shared Parenting	Asks the Court to order shared parenting for you and your spouse to care of the children
AC-216	Shared Parenting Plan	IF you and your spouse have reached an agreement for shared parenting, use this form.

***Affidavits must be signed in front of a Notary who will administer an Oath**

NOTE: A Separation Agreement form or Parenting Plan with schedule form (if you reach an agreement for parenting time that is NOT shared parenting and/or NOT the Court's Standard Parenting Schedule) can be found on our website at <https://www.seols.org/domestic-violence-family-issues-2/>

INSTRUCTIONS:

- All forms must either be typed or printed in ink. You must fill out the forms before taking them to the court. The Court staff will not help you complete the forms.
- Once you have completed the main packet and these added forms, you will take all the forms (and copies) to the Clerk's office to file.

COURT OF COMMON PLEAS,
ADAMS COUNTY, OHIO

☐ In Re: ☐ ESTATE/ADOPTION OF

_____,
☐ PLAINTIFF ☐ PETITIONER

VS.

_____,
☐ DEFENDANT ☐ PETITIONER 2 ☐ RESPONDENT

Case No. _____

JUDGE: BRETT M. SPENCER

MAGISTRATE: DAVID M. HUNTER

NOTICE OF APPEARANCE

This case is in ☐ Juvenile Division ☐ Domestic Relations Division
☐ Civil/Criminal Division ☐ Probate Division

Select One

- ☐ I am representing myself (*pro se*) and respectfully request notification of all Court orders and Court appearances in this matter. Form AC-002 also required
- ☐ I am an attorney representing a client

Client/Party Information (Attorneys must provide this information for the client)

First Name Middle Name Last Name

Street Address / Unit Number

City State Zip

Cell Phone Home Phone Email Address

The Attorney listed below has been retained by the party above and respectfully requests notification of all Court orders and Court appearances in this matter.

Name Firm Name Supreme Court Number

Street Address / Unit Number

City State Zip

Office Phone Fax Number Email Address

Please ensure that your writing is legible. The Court will use this information to contact you during your case. Unless otherwise requested, the Clerk will send notices and documents to Attorneys by email.

Attorney/Party Signature

COURT OF COMMON PLEAS,
ADAMS COUNTY, OHIO

☐ In Re: ☐ ESTATE/ADOPTION OF

_____,
☐ PLAINTIFF ☐ PETITIONER

VS.

_____,
☐ DEFENDANT ☐ PETITIONER 2 ☐ RESPONDENT

Case No. _____

JUDGE: BRETT M. SPENCER

MAGISTRATE: DAVID M. HUNTER

WAIVER OF COUNSEL

I am representing myself in the above captioned case and am acting as my own attorney in this matter. Although I may have obtained forms from the court's website or from court personnel, I understand that I have not been given legal advice. I also understand that in representing myself I am required to follow the applicable Ohio Rules of Civil Procedure, Ohio Rules of Evidence, statutory laws and Local Rules of Court. Furthermore, I have not relied on assistance from the court or its personnel in determining what to file or what to present as evidence in my case. I understand that if I am concerned about my rights or responsibilities in this matter, I must seek legal advice from an attorney, not from the court. I understand that any Attorney representing another party does not represent my legal interests.

Party Signature

Party Name PRINTED LEGIBLY

COURT OF COMMON PLEAS,
DOMESTIC RELATIONS DIVISION
ADAMS COUNTY, OHIO

_____,
☐ PLAINTIFF ☐ PETITIONER 1

vs.

_____,
☐ DEFENDANT ☐ PETITIONER 2

Case No. _____

JUDGE: BRETT M. SPENCER

MAGISTRATE: DAVID M. HUNTER

NOTICE OF HELPING CHILDREN COPE
WITH FAMILY SEPARATION SEMINAR

TO: ☐ PLAINTIFF ☐ PETITIONER 1 ☐ DEFENDANT ☐ PETITIONER 2

Name of Person Ordered to Attend

- In compliance with the Rules of this Court, you are hereby required to attend a Helping Children Cope with Family Separation Seminar on _____ at _____ AM/PM
- This seminar is to be held at: _____
- The duration of the seminar is approximately: 2 ½ hours

Children, significant others, relatives and friends are NOT to attend the seminar.

Special assistance is available for disabled individuals. Please notify Lifespan Solutions of any special needs. For those individuals not conversant in English, please notify in advance for special instructions.

If you have any further questions, please call: Lifespan Solutions at 513-324-3999
Monday through Friday between 8:00 A.M. and 4:00 P.M.

YOU MUST BRING THIS NOTICE TO THE SEMINAR.

*Helping Children
Cope With
Family Separation*

**Adams County, Ohio
2022
ONLINE SCHEDULE**

**REGISTRATION PACKET
January thru December 2022**

*A Cooperative Process: The Adams County Domestic Relations
Court, The Adams County Juvenile Court, and Lifespan
Solutions, Cincinnati, Ohio*

Your Decision and its Impact on Your Children

The decision to separate and/or to divorce usually follows much thought and careful consideration. This program is designed to help you and your children work through difficult transitions related to your divorce and related changes in your family structure and circumstances. Like any other life-changing event, divorce can result in emotional growth, or can be a negative experience leaving lasting issues. While you may not have chosen this experience for yourself and your children, you do have a choice in the way you handle it. Family separation can be very difficult, but you and your children can move forward in healthy and positive ways.

An Important Message from the Courts

*"All children are impacted by their parents' divorce or family separation. While some adjust more quickly than others, many suffer the emotional fallout and carry the hurt into their own adult years and relationships. The **Helping Children Cope with Family Separation** program is intended to enable you, the parents, to play an active role in lessening the negative effects and/or trauma imposed upon your children as a consequence of your separation. Therefore, **attendance is mandatory, and a necessary step in scheduling your domestic hearings and in determining your ongoing status in relation to your children.**"*

Brett M. Spencer, Judge, Adams County Courts
David Hunter, Magistrate, Adams County Juvenile Court

Why This Is So Important

As many as fifty percent of all marriages are presently ending in divorce. Many of these couples have one or more children who must cope with the breakup of their home. Approximately one-third of divorced parents remain bitter and conflicted several years following their divorce. Unfortunately, much of this bitterness and emotional pain is often played out in the life and experiences of the children. Other families experience a significant change in visitation, custody, or family structure that impacts the daily lives of their children. The goal of **Helping Children Cope with Family Separation** is to help parents understand that the best gift they can give their children — and themselves — is to co-parent their children in a positive, healthy manner.

Helping Children Cope with Family Separation is, in part, based on the ***Helping Children Cope with Divorce*** program developed by Beech Acres, Inc., Cincinnati, Ohio.

For more information or if you have questions call A. Eugene Smiley at 513-324-3999. If you have to leave a message your call will be returned within 24 hours.

Adams County Meeting Location

Class usually meets in person but due to COVID-19 will be meet ONLINE (6:30-9 :00pm) per the attached schedule

Procedure:

- Download the free ZOOM app to your phone or computer.
- You will receive a ZOOM link to enter class; and class handout – by email.
- You can choose the class you wish to attend from the dates listed.

A second overflow class will be provided when scheduled class reaches capacity.

Registration Form – next page

REGISTRATION FORM

**Call 513-324-3999 to register
for online class**

You can pay registration by credit/debit card when you register by phone - or mail this registration form with money order for \$50.00 to Lifespan Solutions, 7672

Montgomery Road, #153, Cincinnati, Ohio, 45236 two weeks before date of class.

Mail-in Registration

(Mail-in registration not necessary if one completes registration by phone)

Name _____ Phone _____

Address _____

City _____ State _____ Zip _____

Court Case # _____ Brn Cty Court _____ Adams Cty Court _____

Email address _____

_____ Thurs January 13, 2022

_____ Thurs July 7, 2022

_____ Thurs February 3, 2022

_____ Thurs August 4, 2022

_____ Thurs March 3, 2022

_____ Thurs September 1, 2022

_____ Thurs April 7, 2022

_____ Thurs October 13, 2022

_____ WED May 4, 2022

_____ Thurs November 3, 2022

_____ Thurs June 2, 2022

_____ Thurs December 1, 2022

**CHILD SUPPORT ENFORCEMENT
ACCOUNT INFORMATION SHEET**

Phone: 937-544-5155 Fax: 937-544-5406 Toll-Free: 800-840-5711

In order for Child Support Enforcement to set up a child support and/or medical insurance account, the following information must be completed. For spousal support only and no minor children, do not fill in any information after Defendant/Petitioner telephone number.

JUDGE _____ MAGISTRATE _____
DATE: _____ CASE NO. _____

PLAINTIFF/PETITIONER: _____
CURRENT ADDRESS: _____
PHONE #: _____ CELL PHONE #: _____ BIRTHDATE: _____
SOCIAL SECURITY NUMBER: _____ E MAIL ADDRESS: _____
NAME AND ADDRESS OF EMPLOYER: _____
TELEPHONE NUMBER.: _____

DEFENDANT/PETITIONER: _____
CURRENT ADDRESS: _____
PHONE #: _____ CELL PHONE #: _____ BIRTHDATE: _____
SOCIAL SECURITY NUMBER: _____ E MAIL ADDRESS: _____
NAME AND ADDRESS OF EMPLOYER: _____
TELEPHONE NUMBER.: _____

MINOR CHILDREN:

_____	DOB: _____	SSN: _____
_____	DOB: _____	SSN: _____
_____	DOB: _____	SSN: _____
_____	DOB: _____	SSN: _____

NAME OF PERSON ORDERED TO PROVIDE MEDICAL INSURANCE: _____

INSURANCE COMPANY	CLAIMS SENT TO: (if different)
Name: _____	_____
Address: _____	_____
City/State/Zip: _____	_____
Policy Number: _____	Group Number: _____

Is insurance provided by Non Participating Participant (NPP)? (Example: Step Parent) __ Yes ☒ No

IF Yes: Name of Party: _____

SS#: _____ DOB: _____

Employer Name and Address: _____

Adams County Standard Parenting Orders

1. Introduction: Terminology

- A. Whenever the term “child” is used, it is intended to refer to all children subject to the parenting order.
- B. Parent is used to refer to any party granted parenting time or visitation with a minor child, whether or not they are a biological parent of the child. Parent may also refer to more than one person, for example, if grandparents are granted visitation rights.

2. Designation of Parents

- A. Parent 1 ☐ Residential Parent ☐ Shared Parenting – each parent residential parent when child is with them
 - 1) (name): _____
 - 2) (current address – Street/City/State/Zip): _____
 - 3) (current Home Phone) _____
 - 4) (current cell phone) _____
- B. Parent 2 ☐ Non-Residential Parent ☐ Shared Parenting – each parent residential parent when child is with them
 - 1) (name): _____
 - 2) (current address – Street/City/State/Zip): _____
 - 3) (current Home Phone) _____
 - 4) (current cell phone) _____

3. Introduction: A standard parenting order consists of three sections which can be attached to agreed entries, shared parenting plans, and other parenting agreements.

- A. Form AC-206 – Adams County Standard Parenting Orders. Addresses most parenting situations that arise involving raising a child in separate households, parenting time exchanges, and other aspects of parenting.
- B. Form AC-207 - Adams County Standard Parenting Schedules. Schedules that specifically address the routine schedule of the child, holidays, and extended time.
- C. Form AC-208 - Adams County Standard Child Support and Medical Support Order. Statutory language that is required in all cases involving the custody of children, even if the order is deviated to zero. Must include a child support worksheet.
- D. **ALL PARTIES RECEIVING OR REQUESTING VISITATION OR PARENTING TIME WITH MINOR CHILDREN ARE REQUIRED TO ATTEND THE MANDATORY PARENTING SEMINAR SPECIFIED IN LOCAL RULE 213.**

4. Introduction: Parenting in General

Children require the continued and regular involvement of BOTH parents, despite the termination of the relationship of the parents. No Standard Parenting Time Schedule can possibly meet the needs of every parent-child relationship, and therefore, the Court encourages parties to work together towards an agreement which best fits the needs of their children, and will meet their specific circumstances.

During and after the termination of a family relationship, there is often a crisis period during which families are under a great stress, due to loss, conflict and change. Unfortunately, whether intentional or otherwise, children tend to become pawns in a struggle between the parents. Most studies indicate, and psychologist uniformly agree, that the children who "do best" following divorces or separation of their parents are those children in which the family maintains lower levels of conflict. The absence of conflict is just as important as the amount of time either parent spends with the child.

Adams County Standard Parenting Orders

Shared parenting is the preferred method of parenting child/ren following the termination of a marriage. Shared parenting does not necessarily mean that the child/ren will spend equal time with each parent. Shared parenting means that both parents will continue to be legal custodians and residential parents of their child/ren and will continue to make decisions for their child/ren. Shared parenting requires both parents to respect and trust one another and to act in their child/ren's best interest. If there is evidence that the parents are unable or unwilling to operate under a Shared Parenting Plan, then shared parenting may not be in the child/ren's best interest.

If shared parenting is not in the child/ren's best interest, one parent will be designated the sole residential parent and legal custodian. The other parent has the right to see the child/ren under the parenting schedule, but is not a legal custodian or residential parent.

No specific parenting schedule will satisfy the needs of all children and all parents over the years. Critical to the success of any schedule is that each parent remain flexible, based upon the changing needs of child/ren, as the child/ren grow older. This Guideline Parenting Schedule takes into account the changing developmental needs of children. This Court recognizes that each situation is different and that each child is different. It is preferred that parents tailor the parenting schedule to meet the specific needs of their child/ren. Consistency in the scheduled time is also helpful for both parents and for children of all ages.

Parents are the best judge of what meets the needs of their child/ren. Although a child's wishes and concerns may be considered in determining parenting schedules, they are not the controlling factor. If a child indicates a strong opposition to being with the other parent, it is the responsibility of both parents to support and encourage parenting time. Both parents must deal appropriately with the situation by calmly discussing with the child his/her reasons. The parents must work together to alleviate these misgivings without confrontation or argument. If they cannot resolve the problem, the parents should seek the assistance of a counselor or other professional. Either parent may file a motion requesting court ordered counseling. It is the absolute duty of each parent to foster an environment which avoids such problems and to make certain that the child/ren have a healthy on-going relationship with both parents.

If parents are unable to agree on a parenting schedule, then this Court will decide what is best for the child/ren. A court imposed parenting schedule is not a judgment by this Court that one parent is better than the other parent. A court imposed parenting schedule is based solely on what is best for the child/ren in the current circumstances.

To maintain frequent contact with child/ren following a divorce, parents should strongly consider living in the same school district or within close proximity to one another. The farther the distance between the parents' homes, the more difficult it is for both parents to maintain their involvement with their child/ren. Moving out of the child/ren's area is something that should only be considered if there are no other alternatives.

5. Communication Between Parents

- A. Unless the Court orders otherwise within seven days of any change, each parent must keep the other informed of their current address and telephone number, and an alternate telephone number in the event of an emergency. If there is no home phone, the parent must supply a working cell phone number and assure that the cell phone is in proper working order, and has available minutes.
- B. The parents shall communicate as needed to foster and develop the best interest of their child. The parents shall be solely responsible for planning all parenting time events, dates, and times. Neither parent shall communicate with the child about the issue of parenting nor future events or activities which

Adams County Standard Parenting Orders

conflict with the other parent's allotted times. It is not the responsibility of the child to mediate or become involved in parental differences over parenting or the child's needs. The parents should not enlist the child to resolve a parents' inability to talk to the other parent.

- C. Neither parent shall speak disparagingly of the other parent in the presence of the child and shall guard against other parties from doing the same. Neither parent shall utilize any social media site to disparage or speak in a negative manner regarding the other parent.
- D. A parent shall not take sides or take issue with decisions or actions made by the other parent, in front of the child, or in a manner by which the child may overhear or become aware of the parent's position.
- E. The parents may choose to communicate through an electronic service ("service"), or the Court may order the parties to use Ourfamilywizard.com or other software or web based application. If they do so, the following will apply
 - 1) The parents shall conduct all communications regarding parenting related matters (including extended time selections), educational issues regarding the child, medical issues, appointments for the child (regardless of which parent's time the appointment falls on), schedule alterations, and reimbursable expenses matters using the service.
 - 2) Each party shall respond to the other's request or notification within 48 hours if a response is required. A party's failure to respond within such time period without requesting an extension of time to obtain further information with which to reply, including but not limited to seeking legal counsel or independent medical advice, shall be deemed a consent or a waiver, as the case may be, of the action, activity, period, or decision requested or offered.
 - 3) Once the parties enroll in the service, if there are any communications made not using the website, the subject and general content of any telephonic, text, email, or other communication shall be memorialized by a posting to the service by the person initiating the communication.
 - 4) If the service is Court ordered, neither parent shall fail to renew the annual subscription to the service without the permission of the Court and each parent shall enroll in the program for a one-year subscription not later than thirty days (30) from the date of the adoption of this order.

6. Communication with the Child

- A. The child shall have reasonable telephone/text/email communication at any reasonable time and for any reasonable length of time with the parent with whom they are not then residing. Both parents shall encourage free communications between the child and the other parent and shall not do anything to impede or restrict reasonable communications by telephone or mail between the child or the parent. Any telephone conversations and/or mail between the child and either parent shall be strictly confidential and shall not be monitored, eavesdropped, recorded, opened or read by the other parent. Unless otherwise agreed by the parents, daily contact with the child while the child is with the other parent, is NOT considered reasonable. It is important for each parent to let the child adjust to and enjoy the other parent's household. Calls should be during normal waking hours, and if the child is unavailable for conversation, each parent shall take the responsibility of seeing that there is a timely return to the call.
- B. If a child indicates a strong opposition to being with the other parent, it is the responsibility of each parent to appropriately deal with the situation, by calmly talking to the child as to the child's reasons, and to work with the other parent to do what is in the child's best interests, and particularly, to avoid confrontation or unpleasant scenes. If the matter is not settled, either parent may seek the immediate assistance of a mental health professional or file a motion. As uncomfortable as this issue may be for a parent, this issue should not go unresolved.
- C. A parent should not suggest, encourage or require a child to refer to any person other than the child's parents

Adams County Standard Parenting Orders

as “mom” or “dad”

7. Exercising Parenting Time

- A. Each parent must give notice of his/her intent NOT to have parenting time at least 24 hours in advance, unless an emergency occurs. A parent who does not exercise that specific parenting time without notifying the other parent forfeits that parenting time.
- B. Parenting time includes having the children stay overnight with relatives, grandparents, sleepovers with friends, etc.. There is no right of first refusal.

8. Transportation and Exchanges Between Households

- A. Transportation shall be as agreed by the parties, however, if the parents are unable to reach an agreement regarding transportation and unless otherwise provided by Court order, each parent will provide transportation at the beginning of their parenting time.
- B. Any person transporting the child must have proper child restraints, hold a currently valid driver's license, and be an adult over 18 known to the child.
- C. If a parent moves from Adams County after an order is issued, that parent shall be the parent responsible for the transportation of the child for parenting time purposes, until further order of the Court.
- D. Parents are expected to be prompt for all parenting time exchanges. If a parent is going to be late (more than thirty minutes), he/she (and not a child) must contact the other parent and give a reasonable estimated arrival time. Chronic lateness may be a reason to modify the schedule and/or may form a basis for contempt of court.
- E. Regardless of where the child is living, their continued participation in extra-curricular activities, school related, or otherwise, shall continue uninterrupted. It shall be the responsibility of the parent with whom the child is physically with, at the time of the activity, to provide physical and economic cost of transportation to the activities. Both parents shall provide the other parent, well in advance, with notice of all extra-curricular activities, school related or otherwise, in which the child participates. A written schedule of all extra-curricular activities, and the name of the activity leader (including address and phone number, if reasonably available), shall be provided to the other parent as soon as the schedule is established, and the date and time of the activity is learned. It is the responsibility of BOTH parents to be involved in the activities of the children.
- F. Parents are expected to be prompt when delivering the child to school or activities. Lateness impacting the child's attendance at school may be a reason to modify the schedule and/or may form a basis for contempt of court.
- G. A parenting time exchange is not the time for parents to air their grievances with the other parent. It is important for the child that the exchanges take place without any conflict between their parents.
- H. The child shall be entitled to take clothing and items of personal property to each parent's household. Gifts given to the child shall not be restricted to one household unless special circumstances make it unreasonable to move the item between households. Normally, special circumstances would be deemed to apply to computer hardware (not software), video game systems (not the individual game software) and large items that cannot be easily transported. Each parent shall use due diligence to ensure that items brought from the other household are returned with the child in good condition.
- I. If the schedule of parenting involves every other weekend parenting time, the residential parent is responsible for sending with the child on visitation sufficient clothing and outerwear appropriate to the season to last the period of visitation. (For a weekend visitation, this shall consist of a minimum of two extra sets of play clothes, and one dress outfit, in addition to the clothes that the child(ren) are wearing at the start of the visitation period).
- J. In the case of infants, the residential parent shall send with the child sufficient bottles, formula and diapers

Adams County Standard Parenting Orders

to last the visitation period. Likewise, the non-residential parent shall return all clothes, bottles, unused formula and diapers to the residential parent upon returning the child(ren). Continued violation of this requirement shall be deemed sufficient cause for a change in custody and/or visitation.

9. Illness of a child

- A. If a child is too ill for parenting time, the parent with whom the child is currently residing should notify the other parent at least twenty-four (24) hours in advance, if possible. A child who is confined to bed rest pursuant to a doctor's instructions, or who has a fever of 100 degrees Fahrenheit or greater and other signs of illness is presumed too ill for parenting time. If a child has a less severe illness or medical condition, the parents shall consider the nature of the illness (whether it may be contagious, or the child is physically uncomfortable, etc.), the care necessary, the ability to provide the care, exposure of the illness to others, parenting time plans, and any other important matters. If the parents agree that the child should go for the parenting time period, then the any and all appropriate medications and/or medical instructions, which are necessary for the care of the child shall be given to the other parent. That parent must care for the child as directed, and notify the other parent if the child's condition worsens, or does not improve as might reasonably be expected.

10. School and Activities

- A. A parent must provide time for the child to study and 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 school work is assigned by the school which impacts the other parent's parenting time, the parent from whose household the child is coming must inform the other parent of the work to be done, and that parent must ensure that it is completed during their parenting time as appropriate

11. Discipline

- A. Understanding that neither party has a direct say in the day-to-day decisions in the other's household, and that differences in parenting styles are normal and expected, the parents shall consult with each other regarding a consistent and appropriate form of discipline that is in best interest of the child.
- B. The parent with whom the child is in residence at that time shall make the day to day decisions regarding discipline and shall advise the other parent immediately of his or her serious concerns about the minor child's behavior.

12. **NOTICES**

- A. **CONTEMPT:** Willful non-compliance by a parent/party with these orders may result in a finding of contempt resulting in thirty (30) days to ninety (90) days incarceration, a \$250.00 to \$1,000.00 fine, and an award of the moving party's attorney fees and costs.
- B. **RELOCATION NOTICE PURSUANT TO R.C. 3109.051(G):**
1. **Relocation under 75 miles:** If **either** parent intends to move to a residence other than the last residence of court record, he/she must file a notice of intent to relocate, Form AC-211, with the Court Clerk. Except as provided in R.C. 3109.051(G)(2), (3) and (4), the Clerk of Courts will mail a copy of the notice to the other parent. On receipt of the notice, this Court, on its own motion or on the motion of the other parent, may schedule a hearing with notice to both parents to determine whether it is in the best interest of the child/ren to revise the parenting schedule.
 2. **Relocation over 75 miles:** If **either** parent intends to move to a residence other than the last residence of court record, and that residence is outside of a 75 mile radius of the residence address of the residential parent (sole custody) or the other residential parent (shared parenting) at the time of the last parenting time order he/she must file a notice of intent to relocate, Form AC-210, with the Court Clerk. Neither parent/legal custodian may relocate the child/ren outside of a 75 mile radius of the residence address of the

Adams County Standard Parenting Orders

residential parent (sole custody) or the other residential parent (shared parenting) at the time of the last parenting time order without first obtaining a modified parenting time order. The parents may submit a motion and an agreed entry, modifying parenting time, with a provision for allocation of transportation expenses, for adoption by the Court as an order. If the parents are unable to agree, the parent filing the Notice to Relocate must, prior to relocation, 1) file a motion asking the Court to modify the parenting time schedule, 2) set a hearing, and 3) obtain a modified parenting time order. The motion must include the new residence address unless not required under R.C. 3109.051(G)(2). Because relocating a child can be harmful to the parent/child relationship, the Court will not continue hearings to address a modification of the parenting schedule due to an imminent relocation except in extreme circumstances.

- C. **RECORDS ACCESS NOTICE:** Pursuant to R.C. 3109.051(H) and 3319.321(B)(5)(a), the parents are notified as follows: Except as specifically modified or otherwise limited by court order or by law, both parents are entitled to equal access to any record related to the child/ren, including school and medical records. Any keeper of a record, public or private who knowingly fails to comply with this order is in contempt of court.
- D. **DAY CARE CENTER ACCESS NOTICE:** Pursuant to R.C. 3109.051(I), the parents are notified as follows: Except as specifically modified or otherwise limited by court order or by law, both parents are entitled to equal access to any day care center that is or will be attended by the child/ren.
- E. **SCHOOL ACTIVITIES NOTICE:** Pursuant to R.C. 3109.051(J), the parents are notified as follows: Except as specifically modified or otherwise limited by court order or by law, both parents are entitled to equal access to any student activity related to the child/ren. Any school official or employee who knowingly fails to comply with this order is in contempt of court.

Adams County Standard Parenting Schedules

1. Introduction: Terminology

- A. Whenever the term “child” is used, it is intended to refer to all children subject to the parenting order.
 - B. Parent is used to refer to any party granted parenting time or visitation with a minor child, whether or not they are a biological parent of the child. Parent may also refer to more than one person, for example, if grandparents are granted visitation rights.
2. After the break-up of a family, there is often a crisis period (from several months to years) during which families are under great stress because of loss, conflict, and change. Most studies show and psychologists uniformly agree that the children who do best are from those families that maintain a low level of conflict. The absence of conflict is even more critical than the amount of time either parent spends with the child.
3. Children, however, clearly benefit by continued meaningful contact with 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 that each parent be flexible, based upon the changing needs of a child as the child grows older. The different Weekly Schedules below take into account the different needs of children and their families. It is recognized that each situation and each child is different. It is preferred that parents tailor the parenting schedule to meet the specific needs of their children.
4. In all cases, the Court will strive to adopt a parenting schedule that is in the child(ren)'s best interests. The factors contained in ORC §3109.051(D) and/or ORC §3109.04(F) shall be considered in any proposed deviation from the guideline parenting schedule. Absent a request for deviation and evidence in support thereof, the Court will impose the guidelines set forth below. A good parenting schedule developed for a family should be based upon the following considerations:
- A. the developmental needs and age of each child;
 - B. the psychological attachments of each child;
 - C. the way child-rearing tasks may have been shared when the family was living together;
 - D. the preservation or development of a close relationship with each parent;
 - E. a consistent and predictable schedule that minimizes the transition between the households, especially where young children are involved--failure to consistently exercise parenting time may result in modification of the parenting schedule;
 - F. each child's temperament and ability to handle change;
 - G. the child's school schedule and/or reasonable extracurricular activities.
 - H. parents' career demands and work schedules; and
 - I. the need for periodic review of the plan, noting trouble signs and revising as each child's needs and circumstances change.

5. Designation of Parents

- A. Parent 1 ☐ Residential Parent ☐ Shared Parenting – each parent residential parent when child is with them
- 1) (name): _____
 - 2) (current address – Street/City/State/Zip): _____
 - 3) (current Home Phone) _____
 - 4) (current cell phone) _____

Adams County Standard Parenting Schedules

B. Parent 2 ☐ Non-Residential Parent ☐ Shared Parenting – each parent residential parent when child is with them

- 1) (name): _____
- 2) (current address – Street/City/State/Zip): _____
- 3) (current Home Phone) _____
- 4) (current cell phone) _____

6. Very young children (under three years old)

Very young children benefit from having a “home base” with one parent, and frequent, but short (i.e. two or three hour periods), contact with the other parent. Although a parent may feel that the schedule is imbalanced in favor of the other parent, the purpose of this schedule is to ensure that the very young child has the home base, which is vital to his/her developmental needs.

Parent ☐ 1 ☐ 2 will have alternating weekly parenting time as follows:

Week A: Tuesday and Thursday evening from 6 pm to 9 pm and from Saturday at noon to Sunday at noon.

Week B: Tuesday and Thursday evening from 6 pm to 9 pm and Saturday from 9 am to noon.

BIRTH TO THREE YEARS PARENTING SCHEDULE							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week A		6 pm to 9 pm		6 pm to 9 pm		Overnight beginning at noon	End at noon
Week B		6 pm to 9 pm		6 pm to 9 pm		9 am to noon	

7. 2/2/3 schedule – provides a consistent home base for the child yet allows each parent to have equal parenting time with the child.

A. Parent 2 will have parenting time on Mondays and Tuesdays and Parent 1 will have parenting time on Wednesdays and Thursdays. The parties will then alternate weekends exchanging the child on Fridays after school or 6PM if there is no school until delivering the child to school on Monday or to the other parent 8:30 AM if there is no school.

2/2/3 Weekly Schedule							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week A	Parent 1	Parent 2	Parent 2	Parent 1	Parent 1	Parent 2	Parent 2
Week B	Parent 2	Parent 2	Parent 2	Parent 1	Parent 1	Parent 1	Parent 1

- 1) The transition time on Wednesdays is after school or 6 PM if there is no school.
- 2) After school is intended to mean that either the parent picks up the child at school to begin parenting time or the child rides the bus to the parent’s residence (if available).
- 3) The parents may modify the schedule to meet the needs of the child and with due consideration to a parent’s work schedule with the understanding that a consistent, predictable schedule is in the best interest of the child. In the event they cannot agree as to modification, they shall utilize mediation or counseling before filing any motions with the Court.

8. Every Other Weekend – Standard Order for non-residential parenting time.

A. Parent 2 will receive parenting time every other weekend from Friday after school or 6PM if there is no school until delivering the child to school on Monday or to the other parent by 8AM if no school. Parent 2

Adams County Standard Parenting Schedules

will also receive parenting time on every Wednesday from after school (or 5PM if there is no school) until 9PM. Parent 2 will provide all transportation for this midweek parenting time. After school is intended to mean that either the parent picks up the child at school to begin parenting time or the child rides the bus to the parent's residence (if available).

Weekly Schedule							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week A	Parent 1	Parent 1	Parent 1	Parent 2	Parent 1	Parent 2	Parent 2
Week B	Parent 2	Parent 1	Parent 1	Parent 2	Parent 1	Parent 1	Parent 1

- B. The parents may modify the schedule to meet the needs of the child and with due consideration to a parent's work schedule with the understanding that a consistent, predictable schedule is in the best interest of the child. In the event they cannot agree as to modification, they shall utilize mediation or counseling before filing any motions with the Court.

9. Phase in schedule

- A. Phase-In Schedule - Where the child(ren) may not be sufficiently familiar with a parent to immediately warrant one of the parenting time schedules set forth above, the Court may consider, subject to the child(ren)'s best interests, the following phase-in parenting time guidelines before initiating one of the parenting time schedules set forth above. Because the intent of the phase in parenting schedule is to allow the child(ren) to be comfortable with Parent 2, it is important that Parent 2 exercise substantially all of the scheduled parenting time in consecutive weeks. Parent 2's failure to do so may be a valid defense to a denial of the next level of parenting time. If a child is too ill to visit with Parent 2 for scheduled parenting time, then make up time shall be scheduled as soon as possible.

1) Supervised Day Parenting Time.

- a) Parent 2 shall have parenting time on _____(day), from _____a.m./p.m. to _____a.m./p.m., beginning on _____and occurring ☐every week ☐every alternate week.
- b) Supervision will be provided by _____(name), who will remain within sight and sound of the child at all times. The location for Parent 2's parenting time will be _____. The parties shall provide their own transportation to such location. This schedule shall continue for _____consecutive weeks.

2) Unsupervised Partial-Day Parenting Time

- a) Parent 2 shall have parenting time on _____(day), from _____a.m./p.m. to _____a.m./p.m., beginning on _____(date) and occurring every ☐week ☐every alternate week.
- b) Parent 1 shall provide all the transportation for this phase of Parent 2's parenting time. This schedule shall continue for _____consecutive weeks.

3) Unsupervised Full Day Parenting Time.

- a) Parent 2 shall have parenting time on _____(day), from _____a.m./p.m. to _____a.m./p.m., beginning on _____(date) and occurring every ☐week ☐every alternate week.
- b) Parent 2 shall provide all the transportation for this phase of Parent 2's parenting time. This schedule shall continue for _____consecutive weeks.

Adams County Standard Parenting Schedules

4) Unsupervised One-And-A Half-Day Parenting Time.

a) Parent 2 shall have parenting time on _____(day), from _____ a.m./p.m. until _____(day) at _____ a.m./p.m., beginning on _____(date) and occurring every ☐ week ☐ every alternate week.

b) Parent 2 shall provide transportation at the beginning of the scheduled parenting time and Parent 1 shall provide transportation at the conclusion of Parent 2's scheduled parenting time. This schedule shall continue for _____ consecutive weeks.

5) Unsupervised Two-Day Parenting Time

a) The Parent 2 shall have parenting time on _____(day), from _____ a.m./p.m. until _____ a.m./p.m., beginning on _____(date) and occurring every ☐ week ☐ every alternate week.

b) Parent 2 shall provide transportation at the beginning of the scheduled parenting time and Parent 1 shall provide transportation at the conclusion of Parent 2's scheduled parenting time. This schedule shall continue for _____ consecutive weeks.

6) End of Phase-In Schedule

a) At the conclusion of the Phase-in-Schedule on _____(date) Parent 2 shall have parenting time as set forth above in Section ☐6 ☐7 ☐8. In the event of a conflict, the Phase-In Parenting Time schedule shall take precedence over the Weekly Schedule or any other parenting schedule.

10. Holidays

<u>Holiday</u>	<u>Even # Years</u>	<u>Odd # Years</u>	<u>Schedule</u>
New Year's Day*	Parent 1	Parent 2	12/31 6:00p.m. to 1/1 6:00p.m.
President's Day	Parent 1	Parent 2	Sunday 6:00p.m. to Monday 6:00p.m.
Easter	Parent 2	Parent 1	Saturday noon to Sunday 6:00p.m.
Memorial Day	Parent 1	Parent 2	Sunday 6:00p.m. to Monday 6:00p.m.
Fourth of July	Parent 2	Parent 1	9:00a.m. to 9:00p.m.
Adams County Fair	Parent 2	Parent 1	Sunday at noon through Wednesday 6PM
Adams County Fair	Parent 1	Parent 2	Wednesday 6PM through Sunday at noon
Labor Day	Parent 1	Parent 2	Sunday 6:00p.m. to Monday 6:00p.m.
Halloween (Beggar's Night)**	Parent 2	Parent 1	5:00p.m. to 9:00p.m.
Thanksgiving	Parent 1	Parent 2	Wednesday 6:00p.m. to Friday 6:00p.m.
Christmas Eve	Parent 2	Parent 1	10:00 a.m. 12/24 to 10:00 a.m. 12/25
Christmas Day	Parent 1	Parent 2	10:00 a.m. 12/25 to 10:00 a.m.12/26
Mother's Day	Mother	Mother	9:00a.m. to 9:00p.m.
Father's Day	Father	Father	9:00a.m. to 9:00p.m.
Child's Birthday (school)***	Parent 1	Parent 2	5:00 p.m. to 9:00 p.m.
Child's Birthday (no school)***	Parent 1	Parent 2	9:00 a.m. to 9:00 p.m.
Parent's Birthday (school)	Celebrating parent every year		5:00p.m. to 9:00p.m.
Parent's Birthday (no school)	Celebrating parent every year		9:00a.m. to 9:00p.m.

- A. Additional holidays/days of special meaning may be incorporated into the above schedule by agreement of the parents or by the Court for good cause. These days of special meaning include, but are not limited to, extended family birthday celebrations, anniversaries, religious holidays and cultural holidays. If a specific

Adams County Standard Parenting Schedules

day of special meaning is not incorporated into the above chart, then the parent wishing to exercise such day of special meaning may use extended parenting time, as set forth below, so that the child(ren) may participate in the celebration.

*The year in which New Year's Day falls determines whether the holiday is in an even or odd-numbered year.

**If Beggar's Night occurs on different nights in each parent's neighborhood, then the child may participate in Beggar's Night in each parent's neighborhood.

***The parenting time for birthdays shall include all children of the parties, not just the child celebrating his/her birthday.

11. Extended Time

A. Extended Time

- 1) Each parent is entitled to three weeks of additional parenting time each year, two of which may be consecutive. A week is a period not exceeding seven consecutive days. If a parent does not use the full seven days of extended time, those unused days are forfeited. This time may be exercised during the child/ren's spring break from school (every other year) or at any other appropriate time during the year. This time may also be exercised during the child/ren's Christmas school break (every other year), but unless otherwise agreed to by the parties, the extended time may not begin before December 26 nor continue past December 31.
- 2) Extended parenting time may not be tacked on to the parent's regular parenting schedule. If a parent is exercising seven or more consecutive days of parenting time, the other parent must have at least one overnight parenting time immediately prior to and one overnight parenting time immediately after the consecutive days of parenting time. If a parent is exercising extended parenting time but the total time is less than seven consecutive days, there is no requirement that the other parent have overnight parenting time immediately prior to or immediately after the extended parenting time.
- 3) Each parent will provide the other parent with his or her vacation destination, method of travel, times of arrival and departure, and the telephone number where the child/ren can be reached if extended time is going to occur out of town. The vacationing parent must provide this information to the non-vacationing parent at least 14 calendar days prior to the commencement of the vacation. A parent is not required to travel out of town or use vacation time from work in order to exercise extended parenting time.
- 4) Each parent must notify the other parent in writing of the times desired for these extended periods, at least 30 days prior to the requested extended parenting time. Where there is a conflict between the parents, the parent who first gave written notice to the other parent prevails.

12. ORDER OF PREFERENCE

- A. In the event of a conflict, the following is the order of preference: (1) holidays; (2) extended periods; (3) weekends and midweek days.