

**SANTA ROSA COUNTY**  
**SHARED PARENTING SCHEDULE**

The parties have been ordered or have agreed to share parental responsibility for their minor child(ren). Unless other terms or provisions are specified in the Court's judgment or orders in this proceeding or, if approved by the Court, in the agreement of the parties, **shared parenting** means that:

1. **General**: The residential parent, in those situations where one parent is so designated, shall be referred to herein as the "primary residential parent" (PRP) and the other non residential parent shall be referred to as the "secondary residential parent" (SRP). In those instances where the parties are sharing time with their child(ren) on a rotating basis, there may not be a designated residential parent or secondary residential parent. This Shared Parenting Schedule shall apply when the parties live within a reasonable commuting distance of each other, (reasonable commuting distance is presumed to be no greater than One Hundred [100] miles one way), and unless the parties otherwise agree in writing and obtain a different, court approved, parenting schedule.
2. **Decision Making**: Each party has a right to confer with the other pertaining to all major decisions affecting the welfare of their child(ren) (unless otherwise prohibited by Court order, example: Domestic Violence Restraining Order). Both parents shall confer so that major decisions affecting the welfare of the child(ren) will be determined jointly. Such major decisions may include, but are not limited to, the education, medical and dental care, religious training, and discipline of the minor child(ren). The (PRP) has a duty to discuss with the (SRP) the advantages and disadvantages of all major decisions regarding the children and to work with the (SRP) in an effort to reach a joint decision. For example, this duty would include an obligation to discuss a decision to remove a child(ren) from public school in order to enroll a child(ren) in private school, it may include allowing a child to participate in a school related activity e.g., field trip. It would not include a decision to have a child's hair cut. In the event the parties are unable to agree on a decision affecting the welfare of the minor child(ren) and time does not permit a hearing before the Court, then the (PRP) has the right to make the decision and the (SRP) may file petition within a reasonable time to review the decision.
3. **Weekends**: The Secondary Residential Parent (SRP) shall be entitled to alternate weekend parenting time commencing on the first (1<sup>st</sup>) Friday following a hearing addressing parenting time, mediation, or such other times as the parties may agree in writing. Said parenting time shall start Friday from the time school recesses, or one (1) hour after school if the child(ren) needs to retrieve personal items from home (the one [1] hour does not apply if the secondary parent supplies all necessary clothing, accessories, etc.) or it starts otherwise at 6:00 p.m. if due to work related reasons the Secondary Residential Parent (SRP) is unable to start parenting time after school recesses. Parenting time continues through Monday morning. If school is in session, the child shall be taken to school by the Secondary Residential Parent (SRP). If school is not in session, the child shall be returned to the Primary Residential Parent's (PRP) residence, or day care (if applicable), by 9:00 a.m. Once the child(ren) is/are picked up, it is the Secondary Residential Parent's (SRP)

responsibility to house and care for the child(ren) during this time period unless the Primary Residential Parent (PRP) agrees that the child(ren) should be returned early.

4. **Holidays and Other Parenting Times**: In odd-numbered years, the SRP shall have Memorial Day, the Thanksgiving holiday, as well as Martin Luther King, Jr. Day, and the PRP shall have July 4<sup>th</sup>, Labor Day, and President's Day. In even-numbered years, this schedule is reversed. The SRP will have Halloween in odd-numbered years and the PRP will have Halloween in even numbered years. It is recognized that holiday parenting time is an interruption of, and supercedes regular weekday, weekend, and any uninterrupted summer parenting time. At the conclusion of any holiday parenting time, the previously established parenting schedule will control unless otherwise agreed to by both parties in accordance with Paragraph CC. below.
  - A. **Thanksgiving Holiday**: Thanksgiving holiday begins from the time school recesses, or one (1) hour after school recesses (the one [1] hour does not apply if the SRP supplies all clothing, accessories, etc.) or it starts otherwise at 6:00 p.m., if the SRP is unable to start parenting time after school recesses. Parenting time ends the following Monday morning when school reconvenes. The SRP shall take the child(ren) to school on the scheduled morning that school reconvenes, return the child(ren) to the PRP, or day care provider, no later than 9:00 a.m.
  - B. **Christmas Vacation**: The Christmas holiday period shall be divided by the total number of days for the Christmas holidays. Christmas parenting time shall start at the time school recesses, or one (1) hour after school recesses (the one [1] hour does not apply if the SRP supplies all clothing, accessories, etc.) or it starts otherwise at 6:00 p.m., if the SRP is unable to start parenting time after school recesses. Christmas parenting time ends on the day the child(ren) is/are returned to school at the conclusion of the Christmas holidays. In even-numbered years, the SRP shall have the child(ren) the first half of this Christmas holiday period.
  - C. **Easter**: Easter often falls within Spring Break vacation. In the event it does not, then the SRP shall have the child on Easter from 8:00 a.m. through 9:00 a.m. Monday morning during odd-numbered years, and the PRP during even-numbered years. If Easter falls within the Spring Break vacation period, then parenting time shall be pursuant to Paragraph 4 (D) below.
  - D. **Spring Break**: The SRP shall have the child(ren) for Spring Break during even-numbered years and the PRP during odd-numbered years. Spring Break parenting time shall commence from the time school recesses, or one (1) hour after school recesses (the one [1] hour does not apply if the SRP supplies all clothing, accessories, etc.) or it starts otherwise at 6:00 p.m., if the SRP is unable to start parenting time after school recesses. This vacation period shall end the morning the child(ren) are scheduled to reconvene school. The SRP shall take the child to school on the scheduled morning that

school reconvenes, return the child(ren) to the PRP, or day care provider, no later than 9:00 a.m.

- E. **Fall Break:** In the event the child's school elects to have a Fall Break, the SRP shall have the child(ren) during odd-numbered years and the PRP during even-numbered years. Fall Break parenting time shall commence from the time school recesses, or one (1) hour after school recesses (the one [1] hour does not apply if the SRP supplies all clothing, accessories, etc.) or it starts otherwise at 6:00 p.m., if the SRP is unable to start parenting time after school recesses. This vacation period shall end the morning the child(ren) are scheduled to reconvene school. The SRP shall take the child(ren) to school on the scheduled morning that school reconvenes, return the child(ren) to the PRP, or day care provider, no later than 9:00 a.m.
- F. **Birthdays:** In odd-numbered years, the child shall celebrate his or her birthday at the home of the SRP. In even-numbered years, the child shall celebrate his or her birthday at the home of the PRP. If the child attends school, parenting time shall commence from the time school recesses, or one (1) hour after school recesses (the one [1] hour does not apply if the SRP supplies all clothing, accessories, etc.) or it starts otherwise at 6:00 p.m. if due to work related reasons the SRP is unable to start parenting time after school recesses and shall conclude when the child is returned to school, or by 9:00 a.m. to the other parent's residence, or day care (if applicable) the following morning. If the child is not of school age, that child can be picked up as early as noon, if a parent's schedule permits for exercising birthday visitation. If the birthday celebration falls on a weekend, it will be from 8:00 a.m. through 6:00 p.m. When appropriate, the parent holding a birthday celebration for the child may wish to consider inviting the other parent to the child's celebration. If the parties have more than one (1) child, all children between the parties shall enjoy their sibling's birthday celebration.
- G. **Summers:** The SRP shall have parenting time the first (1<sup>st</sup>) one-half ( $\frac{1}{2}$ ) of summer break visitation during odd-numbered years, and the second (2<sup>nd</sup>) one-half ( $\frac{1}{2}$ ) during even-numbered years. The PRP shall have the same weekday and weekend visitation, as well as communication rights, during the summer as the SRP has during the year, except that each parent has a right to have the child for uninterrupted parenting time for a maximum of two (2) weeks or longer, if the parties otherwise agree in writing. The uninterrupted parenting time shall occur during that parent's part of summer parenting time unless otherwise agreed in writing. Each party should attempt, when possible, to give the other party as much advance notice of when they will be exercising extended parenting time during the summer. Any period of uninterrupted parenting time shall not conflict with any holiday or birthday parenting time unless the parties otherwise agree in writing.

The summer break parenting time shall commence from the time school

recesses, or one (1) hour after school recesses (the one [1] hour does not apply if the SRP supplies all clothing, accessories, etc.) or it starts otherwise at 6:00 p.m. if the SRP is unable to start parenting time after school recesses. Summer break concludes at 6:00 p.m. on the seventh (7<sup>th</sup>) day prior to school reconvening for the next school year.

- H. **Hours of Shared Parenting:** Hours of shared parenting for Memorial Day, July 4<sup>th</sup>, Labor Day, Mother's Day, Father's Day, and school planning days, shall be from 9:00 a.m. until school begins the following morning (if in session), or otherwise at 9:00 a.m. the following morning when the child is returned to the PRP, or day care, if applicable.
- I. **School Planning Days:** Parents are to divide all school planning days equally. In that regard, the PRP should notify the SRP at the beginning of each school year as to when all school planning days are scheduled, so that the SRP can make efforts to spend this additional time with their child on a rotating basis. If the parties cannot agree, the PRP shall have the first school planning day, and the parties will rotate every other school planning day thereafter.
- J. **Cancellation by Secondary-residential Parent:** Forty-eight (48) hours notice shall be given by the SRP to the PRP if parenting time **will not be exercised** for any scheduled parenting time. Otherwise, the SRP is expected to pick up the child at the appointed time. Any shared parenting time canceled without forty-eight (48) hours notice by the SRP shall be forfeited unless the non-parenting time is caused by illness, extended work hours, or a physical impossibility to pick up the child(ren). In that event, and if make-up parenting time is requested, it shall be in accordance with Paragraph U.
- K. **Back-up Care:**

**Short Term:** When the child(ren) are with either parent and that parent has to be absent, because of work, social obligations etc., and is not able to care for the child(ren) for a period of no more than (6) six hours. That parent does not have to give the other parent, first right of refusal to keep the child(ren) as long as a relative, by blood or marriage, within the second degree (e.g., grandparent, aunt, uncle or step-parent) provides care for the child(ren). If a relative, as defined above, does not provide that care, then that parent shall contact the other parent and allow him or her the opportunity to care for the child(ren). The parent that is requesting back-up care shall provide all transportation associated with exercising this visitation.

**Long Term:** When the child(ren) is/are with either parent and that parent has to be absent for a period of time in excess of 6 hours. The parent that is not able to care for the child(ren) shall contact the other parent and allow him or her the opportunity to care for the child(ren). If that parent is not able to care for the child(ren), then a third party may care for the child(ren). The parent that is requesting back-up care shall provide all transportation associated

with exercising this visitation.

Exception: If the child(ren) is/are enrolled in and attending day care or after school care and the policy of the day care/after school care provider requires the attendance of the child(ren) or the parent will incur the cost of attendance whether the child(ren) attended or not and/or the child(ren) will lose his or her/their slot; compliance with the above provision(s) is/are not mandatory. If the parent to whom this time can be extended offers to and pays for the cost of the missed day care/after school care, then that parent shall be granted the above referenced parenting time.

- L. **Trip Itinerary:** Each parent has the right to know the whereabouts of the child(ren) when parenting time will be exercised in a different locale other than the home. Should either parent have the child(ren) away from their normal residence for a period of more than 24 hours (e.g. for a trip or vacation) then such parent shall provide the other with an itinerary of where the child(ren) will be staying providing addresses, telephone numbers of each location, the length of the stay, the name of all persons who may provide care for the child(ren) during the stay, the departure date, and the date of return/arrival. In case of an emergency involving the child(ren) and in the best interest of the child(ren), each parent is encouraged to communicate with the other (unless prohibited by Court order) when he or she will be traveling away from home for less than 24 hours. The parties should provide the other parent with telephone number(s), pager, voice mail, or a third party so that the parent may contact the other parent if there is an emergency involving the child(ren).
- M. **Scheduled Events:** In the event the child has an extracurricular activity or social event, e.g., softball game, ballet, Scout meeting, then both parents are required to assure the child's attendance, provided the parents have **agreed** that the child will participate in these activities, and the child is not otherwise ill or unable to attend due to extraordinary circumstances.

When residing in the same geographic area, both parents have the right to be informed as to the schedule of such activities in which the child(ren) are involved and both shall be entitled to attend such activities (unless otherwise prohibited by Court order). Both parents shall make good faith efforts to get the child(ren) to such activities on time and in appropriate attire even if such activities occur during visitation time with the (SRP). If not attending such activity, the parent who drops the child off for such activity has the duty to ensure that the child(ren) is/are picked up from such activity. Other than such regularly scheduled activities, the (PRP) shall not make any other commitments for a child(ren) during a time when the child(ren) would be with the (SRP) without first reaching an agreement with the (SRP) about such commitment.

Both parents have the right to attend and participate in activities at school,

including school lunches (unless otherwise prohibited by Court order).

If the parties are not residing in the same geographic area, then the PRP shall not deny or delay timesharing with the child(ren) because extracurricular activities have been scheduled by the (PRP) during times when the child(ren) is/are scheduled to be with the (SRP). [ For example, the (PRP) cannot refuse to honor the (SRP) Spring or Summer timesharing with a child(ren) because the child has a baseball game or practice during that time.]

- N. **Records**: Each parent has the right to complete access to all of the child(ren's) school, medical and dental records. The (SRP) has a responsibility to recognize that the transfer of information regarding the child(ren's) life is a mutual obligation. Should the (SRP) have concerns regarding the academic, social, or emotional development of the child(ren), the (SRP) has an obligation to contact the appropriate school, doctor, or other individual regarding same. The (SRP), as a concerned and loving parent, cannot rely totally upon the (PRP) to supply all of the information which the (SRP) deems necessary regarding the care and development of the children. Neither parent shall in any way obstruct or hinder the other parent's right and ability to seek and obtain information pertaining to the child(ren) (unless otherwise permitted by Court order).

**Medical Condition**: Each parent has the right to know of any significant illness of a child or significant injury sustained by such child(ren). "Significant" is hereby defined as any such condition which would require a child to miss school or to be taken to a health care provider. Each party shall notify the other promptly of any significant illness or injury affecting the minor child(ren).

- O. **Weekday Parenting Time**: The SRP shall have parenting time each Wednesday from the time school recesses, or it starts otherwise at 6:00 p.m. if the SRP is unable to start parenting time after school recesses. Parenting time shall end at 8:00 p.m. Weekday parenting time shall commence on the first (1<sup>st</sup>) Wednesday following a hearing addressing parenting time, mediation, or such times as the parties may otherwise agree in writing.
- P. **Religious Days/Holidays**: The Court recognizes that this schedule (and the typical school schedule) revolves around certain religious days/holidays. If one or both parties are of a different faith or nationality, then those religious days/holidays shall be shared equally or as agreed by the parties signed and in writing.
- Q. **Transportation**: Unless otherwise provided by Court order the children shall be transported to and from parenting time by the SRP, the parent's spouse, the grandparents, or by a third-party agreed to by both parents. However, the PRP shall be responsible for transportation during the summer when it is the

SRP's scheduled summer parenting time.

When airline transportation is used and the child(ren) is/are below the age to fly unaccompanied, the parent having the child transported by air for parenting time must make arrangements with the airline(s) to have the child accompanied by airline personnel. The additional cost of which shall be divided equally between the parents; unless otherwise provided by Court order or agreement between the parties.

- R. **Waiting**: The child and the PRP shall have no duty to await the arrival of the SRP for more than thirty (30) minutes. If the child is not picked up by the SRP within that time, parenting time shall be forfeited for that parenting period, unless the SRP's lateness is excused by illness, extended work hours, or a physical impossibility to arrive on time, or a telephone call explaining the reason for the delay before the thirty (30) minutes have elapsed.
- S. **Cancellations by PRP**: In the event the child is ill and unable to safely leave the home, the PRP shall give the SRP twenty-four (24) hours notice, if possible, in order that appropriate alternate plans can be made in accordance with Paragraph U. If medication has been prescribed for the child, then that medicine shall accompany the child, and shall be given as prescribed. The doctor's name and phone number shall be shared. In the event an accident or illness occurs while in the care of either parent, that parent shall notify the other parent as soon as practical.
- T. **Communications**: Each parent shall have the right to contact the child(ren) by telephone at the residence, or location of the other parent with reasonable frequency, during reasonable hours, and for reasonable duration (unless otherwise prohibited by Court order). Unless an emergency arises, "reasonable frequency" is defined as once per day. "Reasonable hours" is defined as 8:00 a.m. through 8:00 p.m. (child's local time). "Reasonable duration" is hereby defined as no more than one-half (½) hour per call. Each parent has a duty to promptly return telephone calls placed by the other and to see that the child(ren) do the same. The child(ren) shall be allowed to initiate telephone calls, during any period of parenting time. If the telephone call requires a long distant charge, the parent initiating the call is responsible for any long distance charge.

The child(ren) should be afforded reasonable privacy during conversations with the parent. Neither parent shall record or monitor telephone calls between the child and the other parent (unless permitted to do so by Court order).

- U. **Make-up Parenting Time**: If weekend parenting time is missed, it shall be made up on an "alternate weekend" (presumably the weekend immediately following the missed parenting time period). The regular parenting time shall then recommence the following weekend. Summer, Spring Break, Fall

Break, and Christmas make-up days shall be added to the parenting time schedule the following summer, Spring Break, Fall Break, or Christmas. Make-up parenting for weekday parenting shall be made up the next day, or otherwise is forfeited unless the parties otherwise agree.

- V. **Rotation Schedule**: Many parents choose to follow, and Courts may approve, a rotation of parenting time-sharing arrangement between parents and their children. Rotating parenting arrangements may include, but are not limited to, alternating Thursdays from the time the child is released from school or day care, until Tuesday morning at which time the child shall be returned to school, day care, or the other parent, as the case may be; alternating weeks from Sunday at 6:00 p.m. to the following Sunday at 6:00 p.m.; or six/nine-week periods of rotation which are commensurate with (equal to) the child's school schedule. Holidays should be exercised according to the above schedule when parents are rotating parenting time with their child.
  
- W. **Adequate Clean Clothing for the Parenting Time**: Clean and appropriate (correct size, seasonally correct, etc.) clothing shall be supplied by the PRP, and all clothes shall be returned by the SRP to the PRP in the same condition.
  
- X. **Pre-school Aged Children (before age 6)**: Pre-school children who are not enrolled in a pre-school may have more flexibility as it relates to summer vacation, Christmas holidays, Thanksgiving holidays, Spring Breaks, and Fall Breaks. As such, rather than equally dividing the summer, parents **may** wish to spread this time over the months of the year. Parents are permitted to change the above schedule for pre-schoolers in accordance with Paragraph CC below. In the event the parents **cannot agree** to these changes to the benefit of their child, then the parents shall follow the Shared Parenting Schedule.
  
- Y. **Relocation of PRP**: When the PRP intends to relocate outside the current residential area, he/she **shall** provide the SRP with ninety (90) days **written** notice prior to relocation. Sometimes circumstances (e.g., unexpected job promotion or transfer, applied for but unanticipated acceptance into school or a training program, etc.) may place the relocating parent in a position of not having sufficient knowledge to give ninety (90) days notice, in that event, the relocating parent shall give **written** notice within a reasonable period of time. In such a circumstance, thirty (30) days is presumed to be a reasonable period of time.
  
- Z. **Attorney's Fees and Court Costs**: In the event a contempt hearing is held and one parent has been found in contempt for violation of this Shared Parenting Schedule, then the parent found in contempt **may** be subject to appropriate sanctions, which may include (but are not limited to) payment of the other parties' attorney's fees and costs.

- AA. **Child Support**: Non-payment or late payment of child support is **not** a legal or acceptable reason to deviate from or refuse to follow this schedule. Conversely, denial of parenting time will **not** legally justify non-payment or late payment of child support. **Denial** of parenting time **may** subject the denying parent to **sanctions** (punishment) by the Court.
- BB. **Grandparents**: Grandparents usually have a desire to maintain a relationship and contact with their grandchildren. Likewise, grandchildren benefit from maintaining a strong and loving relationship with their Grandparents. The parents are strongly encouraged to share parenting time with the paternal and maternal Grandparents.
- CC. **Flexibility**: Each parent is encouraged to mutually agree to change his/her schedule to suit the needs of the child first (1<sup>st</sup>) and themselves secondly. The parties may, by mutual agreement, change the terms of this Shared Parenting Schedule. However, if the parties change the terms of this Shared Parenting Schedule and do not submit and obtain a Court order adopting the change, in the event of a dispute, the Court will find this Shared Parenting Schedule controls.
- DD. **Adjustment of Agreement**: The parties are permitted to mutually adjust this Shared Parenting Schedule. It is strongly recommended that the parties reduce any adjustments to this Schedule to writing, signed by both parties and notarized. The parties may reach an unwritten agreement also, but if the Court, in its discretion, chooses to recognize their adjusted agreement (written or oral) it may choose to only adopt and/or enforce an agreement that has been reduced to writing, signed by both parties and notarized.