

A photograph of two children riding scooters on a paved path in a park. The child on the left is wearing a blue hoodie, light-colored shorts, and a white helmet with orange accents. The child on the right is wearing a pink jacket, blue jeans, and a white pig-shaped helmet. The background shows trees and a grassy area. The text "A Parenting Plan for PEI Families" is overlaid in white on the image.

# A Parenting Plan for PEI Families



**Community Legal  
Information**  
Empowerment Through Knowledge

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# Introduction

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This publication is for parents living on PEI who separate. It offers information about how to make a detailed parenting plan after a separation or divorce. A **parenting agreement** or **parenting plan** is a contract that explains each parent's role and responsibilities.

This publication also includes information about child support and dispute resolution. **Dispute resolution** means resolving conflict outside of court.

For more information about family law and parenting, read our publications *Family Law Essentials* and *Parenting and the Law*.

Canada 




This resource was funded by Justice Canada.

## About Us

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Community Legal Information is a registered charity. We provide plain-language legal information and low-cost lawyer referrals.

### Community Legal Information

-  [www.legalinfopei.ca](http://www.legalinfopei.ca)
-  [info@legalinfopei.ca](mailto:info@legalinfopei.ca)
-  902-892-0853; 1-800-240-9798 (toll-free)



**The information in this publication is not legal advice and does not replace guidance from a lawyer**

Community Legal  
Information





# Parenting and the Law

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## What is a parenting agreement?

A **parenting agreement** is a contract that explains each parent's role and responsibilities. It is also called a parenting plan.

If you are separating from your spouse and have children with them, you can use this resource to plan each parent's decision-making responsibilities and parenting time.

A parenting agreement can be as detailed as you like. Think about what will work for your children now and what they may need later. Parents can agree to review the parenting plan on a schedule, for example, every year or six months.

## What are decision-making responsibility and parenting time?

**Decision-making responsibility** means making major decisions for a child. Major decisions include decisions about the child's:

- Health
- Education
- Culture
- Language and spirituality
- Significant extra-curricular activities (for example, commitment to a sport or activity that may impact the other parent's parenting time).

**Parenting time** is the time a child spends in the care of a parent. Parenting time is not impacted by:

- Childcare
- School
- Time spent with family or other people.

For more information about parenting and family law, see our publications [\*Family Law Essentials\*](#) and [\*Parenting and the Law\*](#).

## Does parenting time affect child support?

Child support and parenting responsibilities are settled separately. For example:

- A parent may be required to pay child support and have no parenting time or decision-making responsibility.
- A parent cannot be denied parenting time because they are not paying child support.

Parenting and child support can be decided separately or at the same time as other issues.

## Can I change my child's name?

A parent cannot change their child's name without the written consent of the other parent or legal guardian or a court order.

A parent cannot change the name of a child who is 12 or older without the child's written consent.



**Unless a court orders differently, a parent always has the right to information about the child's education, health, and well-being.**

## What is relocation?

**Relocation** is a move that will likely have a significant impact on a child's relationship with a person who has parenting time, decision-making responsibility, or a contact order. A **contact order** is a court order that allows a person who is not the child's parent to have contact with the child.

Relocation includes a change in residence of:

- The child, or
- A person who has parenting time or decision-making responsibility.

A short-distance relocation may not significantly impact the child-parent relationship. For example, moving to a new place in the same town.

A long-distance move is more likely to impact the child-parent relationship significantly. For example, moving to a different school district or province.

You must give notice if you are moving with or without the child. Give 60 days' notice to people with parenting time, decision-making responsibility, or contact.

### Notice of Relocation



The parent must use the [Notice of Relocation](#) form to give notice. This notice must include:

- The date of the move
- The new address and contact information
- A proposal for how parenting time, decision-making responsibilities, and contact will work after the move.

### Objection to Relocation



If you object to the relocation, you must use the [Objection to Relocation](#) form within 30 days of getting the notice.

# Child Support Information

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**Child support** is the financial duty a parent has to a dependent child. A person who acts as a parent to a child, for example, a relative or stepparent, may be able to receive or be required to pay child support.

## How is child support calculated?

The [Federal Child Support Guidelines](#) (the Guidelines) are used to decide:

- Who pays child support
- How much child support must be paid
- When payments are made, and for how long.

The Guidelines include tables that show the basic amount of child support owed. This is based on:

- The paying parent's income
- The number of dependent children
- Parenting time
- The province or territory where the paying parent lives.

### PEI's Federal Child Support Table

**i** [www.laws-lois.justice.gc.ca/eng/regulations/sor-97-175/page-11.html#h-1004645](http://www.laws-lois.justice.gc.ca/eng/regulations/sor-97-175/page-11.html#h-1004645)



**A parent may be required to pay child support and may have no parenting time.**



**Federal Child Support Guidelines**



**PEI's Federal Child Support Table**





**A parent can't be denied parenting time because they are not paying child support.**

The Guidelines define three types of parenting time arrangements. The definitions do not affect parenting agreements or court orders about parenting time or decision-making responsibility. These arrangements only affect the amount of child support owed and who pays it.

The three parenting time arrangements defined by the Guidelines are:

- **Majority:** One parent has the child or children living with them more than 60% of the time.
- **Split:** Each parent has one child or more living with them more than 60% of the time.
- **Shared:** Each parent has the child or children living with them at least 40% of the time.

More money may be added to child support amounts for special and extraordinary expenses. These are called Section 7 Expenses. Section 7 Expenses could include:

- Health-related costs
- Childcare costs
- Costs related to special activities the child is involved in
- Other special and extraordinary costs or expenses.

Child support may change if:

- There is a child over the age of 18 attending post-secondary education.
- The paying parent earns more than \$150,000 per year.
- There is undue hardship. **Undue hardship** means specific circumstances that make it difficult for the paying parent to afford child support. See our publication *[Parenting and the Law](#)* for more information.

## How can we change a child support agreement?

Parents with a child support agreement can make a new agreement at any time for any reason as long as they both agree. This may be different if the agreement is:

- Part of a court order
- Filed with the court
- Registered with Maintenance Enforcement.

## Is child support recalculated every year?

**Administrative recalculation** is an annual adjustment to make sure that the child support amount reflects changes in the paying parent's income.

Child support can be recalculated annually if:

- A child support agreement includes a recalculation clause, and
- Parents agree to recalculate it annually without the Recalculation Officer, or
- Parents register it with the Recalculation Officer.

### Child Support Recalculation

 [www.princeedwardisland.ca/en/information/justice-and-public-safety/child-support-recalculation](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/child-support-recalculation)



**In some cases, parents may not be able to register the agreement with the Recalculation Officer.**

**Child Support  
Recalculation**





**PEI requires mandatory reporting of abuse or suspected abuse or neglect of children.**

## Before You Start

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### How do I use this parenting plan?

This parenting plan template works for two parents who have up to four children. If there are more than two parents or more than four children, you can use the template in this publication as an example and then create a parenting plan that works for you.

Each section has information to help you make your own parenting plan.

### Do we need to fill out every section?

This parenting plan template is very detailed. You can complete as much or as little of it as you like, based on your family's needs.

Think about what will work for your child now, and what they may need later. As the children grow, both parents will need to review this plan. See the options for review on page 1 of the plan.

### Is a parenting plan legally binding?

A parenting plan is legally binding if it is:

- Written
- Dated
- Signed by each parent in front of a witness
- Signed by the witness

The witness does not need to read or know the terms of the agreement. They are there to confirm that the parents signed willingly and were not pressured to sign a binding legal agreement.




The witness must be at least 18 years old and competent. **Competent** means being able to understand financial or legal matters and make informed legal or financial decisions. The witness should not have a personal interest in the plan. For example, they should not be a grandparent that might be affected by the parenting plan.

## **Do we need to see a lawyer to help us make a parenting plan?**

No, you don't need a lawyer to help you make a parenting plan. But it is always a good idea to get advice from a lawyer before signing a legal document.

If you don't have a lawyer, contact Community Legal Information (CLI) for a low-cost lawyer referral. You may access up to 45 minutes of consultation with a lawyer. Call CLI for more information or to use this service.

### **Community Legal Information**

-  [www.legalinfopei.ca](http://www.legalinfopei.ca)
-  [info@legalinfopei.ca](mailto:info@legalinfopei.ca)
-  902-892-0853; 1-800-240-9798 (toll-free)



**Community Legal  
Information**





## Are there other resources available?

The Family Law Centre offers free Child-Focused Parenting Plan Mediation to help parents make a parenting plan.

### Child-Focused Parenting Plan Mediation

- ✉ [fcco@gov.pe.ca](mailto:fcco@gov.pe.ca)
- ☎ 902-368-6928
- 📄 [www.princeedwardisland.ca/en/information/justice-and-public-safety/child-focused-parenting-plan-mediation](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/child-focused-parenting-plan-mediation)

The [Office of the Children's Lawyer](#) has lawyers that may decide to represent or be a litigation guardian for children in high-conflict situations. The office only gets involved in cases about parenting time and decision-making responsibility. The office only represents children, not their parents.

### Office of the Children's Lawyer

- ✉ [OCL@gov.pe.ca](mailto:OCL@gov.pe.ca)
- ☎ 902-368-4842
- 📄 [www.princeedwardisland.ca/en/information/childrens-lawyer-0](http://www.princeedwardisland.ca/en/information/childrens-lawyer-0)

There are other supports and resources to help parents going through a separation. "See Support Services" on page 16.

## What is dispute resolution?

**Dispute resolution** means resolving conflict outside of court. The law says you must try to resolve family law issues with dispute resolution before going to court. Dispute resolution may be less expensive and stressful than going to court. For more information about dispute resolution, see our publication [\*Resolving Conflict Outside of Court\*](#).

### Child-Focused Parenting Plan Mediation



### Office of the Children's Lawyer



## Important Notes

By filling out the following pages, you are creating a parenting plan.

You can complete as much or as little of it as you like based on your child's needs. This plan is legally binding if it is dated and signed by the parents and a witness. After you are done, you can remove the pages from the booklet.

This plan is meant to be a "domestic contract" under PEI's *Family Law Act* and can be filed with the court. Either parent may file a parenting plan with the court.

This plan addresses parenting time, decision-making responsibility, and child support.

Refer to the "Glossary" on page 14 for any definitions you need.



**If you file the plan with the court then choose to change it, you may need to get legal advice.**

# Glossary

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## **Arbitration**

When parties agree to have someone outside their conflict find a solution for them.

## **Administrative Recalculation**

A yearly adjustment to make sure that the child support amount reflects changes in the paying parent's income.

## **Child support**

The financial duty a parent has to a dependent child.

## **Collaborative Practice**

When opposite sides in a family law matter negotiate a settlement with the help of collaborative practice lawyers, and other professionals. Everyone must agree to keep the dispute out of court.

## **Competent**

Able to understand financial or legal matters and make informed legal or financial decisions.

## **Contact order**

a court order that allows a person who is not the child's parent to have contact with the child.

## **Decision-making responsibility**

Making major decisions for a child. For example, making decisions about the child's health, education, or culture.

## **Dispute Resolution**

Resolving conflict out of court.

**Majority parenting time**

When one parent spends more than 60% of the time with the child.

**Mediation**

When people on opposite sides of a conflict and a mediator try to resolve disagreements.

**Negotiation**

Communicating to try to reach an agreement.

**Parenting agreement**

A contract that explains each parent's role and responsibilities. It is also called a parenting plan.

**Parenting time**

The time a child spends in the care of a parent.

**Relocation**

A move that will likely have a significant impact on a child's relationship with a person who has parenting time, decision-making responsibility, or a contact order.

**Shared parenting time**

When the child spends at least 40% of the time with each parent.

**Split parenting time**

When there is more than one child, and each parent has the majority of parenting time with at least one of the children.

**Undue hardship**

Specific circumstances that make it difficult for the paying parent to afford child support.





# Support Services

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## Legal Supports

### Academy of Financial Divorce Specialists


 [www.afds.ca](http://www.afds.ca)

Helps you find a Chartered Financial Divorce Specialist who can help you divide your finances during a separation or divorce.

### Child-Focused Parenting Plan Mediation


 [www.princeedwardisland.ca/en/information/justice-and-public-safety/child-focused-parenting-plan-mediation](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/child-focused-parenting-plan-mediation)


 [fcco@gov.pe.ca](mailto:fcco@gov.pe.ca)

 902-368-6928

A free mediation service that helps parents make an agreement about parenting time and decision-making responsibility.

### Child Support Services Office


 [www.princeedwardisland.ca/en/information/justice-and-public-safety/child-support-guidelines-officers-and-calculating-child](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/child-support-guidelines-officers-and-calculating-child)


 902-368-6928

Can give you information about the amount of child support your child may be entitled to under the Federal Child Support Guidelines. The Officer can also help you apply for child support or change an existing child support order or agreement. Child Support Guidelines Officers can't give you legal advice.

## **Community Legal Information and Lawyer Referral Service**

 [www.legalinfopei.ca](http://www.legalinfopei.ca)

 [info@legalinfopei.ca](mailto:info@legalinfopei.ca)

 902-892-0853; 1-800-240-9798 (toll-free)

We provide legal information, referrals, publications on legal topics in English and French, public speakers, and presentations on legal topics. This is a free, confidential service. We also offer the Lawyer Referral Service, which provides a short consultation with a lawyer for a small fee.

## **Family Mediation Canada**

 [www.fmc.ca](http://www.fmc.ca)

Helps you find certified family mediators in your area.

## **International Academy of Collaborative Professionals**

 [www.collaborativepractice.com/members](http://www.collaborativepractice.com/members)




Helps you find a Collaborative Practice lawyer or financial advisor.

## **Mediation PEI**

 [www.mediationpei.com](http://www.mediationpei.com)




Helps you find mediators in PEI, including family, workplace, and elder mediation.

### **Office of the Children's Lawyer**

-  [www.princeedwardisland.ca/en/information/childrens-lawyer-0](http://www.princeedwardisland.ca/en/information/childrens-lawyer-0)
-  OCL@gov.pe.ca
-  902-368-4842



An office that is independent of the provincial government. The office has lawyers that may decide to represent or be litigation guardians for children in high-conflict situations. The office only gets involved in parenting time and decision-making responsibility cases.

### **PEI Family Legal Aid**

-  [www.princeedwardisland.ca/en/information/justice-and-public-safety/legal-aid](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/legal-aid)
-  Charlottetown: 902-368-6656
-  Summerside: 902-888-8066

Provides free legal representation for some family law issues. There are criteria that you must meet to qualify for this service.

### **Recalculation Officer**

-  [www.princeedwardisland.ca/en/information/justice-and-public-safety/child-support-recalculation](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/child-support-recalculation)
-  902-368-4109

Recalculates child support annually for child support orders or agreements with a recalculation clause. Only certain orders are eligible for recalculation. Contact the Recalculation Officer to see if you are eligible.

## Family Resources

### Abegweit First Nation Early Years Centre

☎ 902-676-3384

### Behavioural Support Team

📄 [www.princeedwardisland.ca/en/information/health-pei/behavioural-support-team-for-children](http://www.princeedwardisland.ca/en/information/health-pei/behavioural-support-team-for-children)

☎ 902-368-4430

Offers help to children aged 4-12 who have moderate to severe behavioural difficulties. A team of a psychologist, social workers, and youth workers deliver treatment to children with disruptive behaviour disorders.

### Cap enfants (Wellington)

📄 [www.capenfants.ca](http://www.capenfants.ca)

☎ 902-854-2123

Provides programs, services, and support in French for children ages 0-6 and their families across PEI.

### CHANCES (Charlottetown)

📄 [www.chancesfamily.ca](http://www.chancesfamily.ca)

☎ 902-892-8744

Provides a variety of programs and services for families with children from birth to age 11. Prenatal programs are also available.





### **Families First (Montague)**

- i** [www.familiesfirstpei.com](http://www.familiesfirstpei.com)
- 📞** 902-838-4600

Provides programs for children aged 0-6 and their families.

### **Family Place (Summerside)**

- i** [www.familyplacepei.com](http://www.familyplacepei.com)
- 📞** 902-436-1348

Provides programs for families and children aged 0-6 including prenatal and postnatal programs.

### **Kids West Family Resource Centre (Alberton)**

- i** [www.facebook.com/kids.west.3/](https://www.facebook.com/kids.west.3/)
- 📞** 902-853-4066

Provides programs for children aged 0-6.

### **Main Street Family Resource Centre (Souris)**

- 📞** 902-687-3928

Provides programs for children aged 0-6 and their caregivers.

### **Mi'kmaq Family PRIDE Program**


- i** [www.mcpei.ca/#programs](http://www.mcpei.ca/#programs)
- 📞** 902-436-5101(Summerside)
- 📞** 902-831-2711 (Lennox Island First Nation)
- 📞** 902-676-2722 (Abegweit First Nation)

Provides support to Indigenous families living on reserve. This service supports the wellness, protection and safety of Indigenous children and Indigenous families.

### **Mi'kmaq Family Resource Centre**


 [www.mikmaqfamilyresourcecentre.wordpress.com](http://www.mikmaqfamilyresourcecentre.wordpress.com)


 [mfrc@pei.aibn.com](mailto:mfrc@pei.aibn.com)


 902-892-0928

The Mi'kmaq Family Resource Centre offers services that promote the health and well-being of Indigenous children, their parents, guardians, and caregivers.

### **Positive Parenting from Two Homes (PP2H)**

 [www.princeedwardisland.ca/en/information/justice-and-public-safety/positive-parenting-two-homes-program](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/positive-parenting-two-homes-program)


 1-877-203-8828

 902-368-4333

This program offers free information and education for families experiencing separation, divorce and/or parenting from different homes. Sessions help parents deal with concerns about children getting caught in the middle of parental conflict. If both parents participate, they attend separate sessions. PP2H for Kids is a program for children in kindergarten to grade nine.


### **Strongest Families**

 [www.princeedwardisland.ca/en/information/health-pei/strongest-families](http://www.princeedwardisland.ca/en/information/health-pei/strongest-families)

 902-368-4430


Provides timely, no cost mental health care for PEI children, youth, and their families. The program is delivered online and through telehealth services.

### **Triple P Parenting**

 [www.triplep-parenting.ca/pei](http://www.triplep-parenting.ca/pei)

A parenting program that provides ideas about healthy parenting approaches. Services are available both online and in-person.


### **New Ways for Families**

 [www.princeedwardisland.ca/en/information/justice-and-public-safety/new-ways-for-families-r-programming-for-island-families](http://www.princeedwardisland.ca/en/information/justice-and-public-safety/new-ways-for-families-r-programming-for-island-families)


A program that helps families experiencing high conflict in family law matters. Programs offered support parents with skills needed in high-conflict situations. You can only access this program by referral from the Court, Family Court Counsellors' Office, or the Office of the Children's Lawyer.


#### **Family Law Centre**

 [ofcco@gov.pe.ca](mailto:ofcco@gov.pe.ca)

 902-368-6928

#### **Office of the Children's Lawyer**

 [OCL@gov.pe.ca](mailto:OCL@gov.pe.ca)

 902-368-4842

# More Resources

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Community Legal Information also offers these publications:

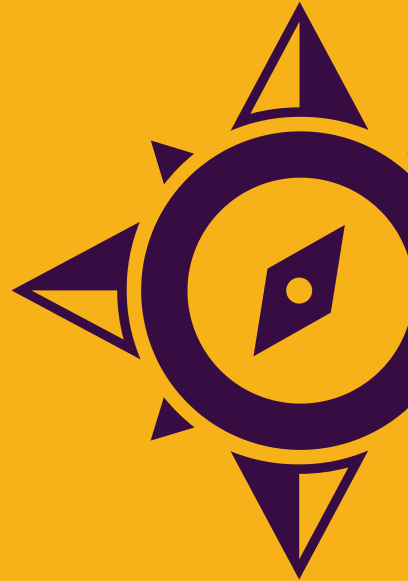
- *Parenting and the Law*
- *Family Law Essentials*
- *Family Violence and the Law*
- *Resolving Conflict Outside of Court*
- *Court Orders for Your Protection*
- *How to Go to Family Court Without a Lawyer*
- *Making a Safety Plan*
- *Health & Safety Plan for Indigenous Families*

We also have publications on other legal topics. All publications are free and can be found on our website.

Contact us for paper copies.

## Community Legal Information

-  [www.legalinfopei.ca](http://www.legalinfopei.ca)
-  [info@legalinfopei.ca](mailto:info@legalinfopei.ca)
-  902-892-0853; 1-800-240-9798 (toll-free)



Community Legal  
Information





**The information  
in this publication  
is not legal advice  
and does not  
replace guidance  
from a lawyer**

# Parenting Plan

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# About the Parenting Plan

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This parenting plan applies to the children identified on page 4 of this document. The plan covers parenting time, decision-making responsibility, and child support. The plan is meant to be a domestic contract under PEI's *Family Law Act* and can be filed with the court. If you file the plan with the court and then choose to change it, you may need to get legal advice.

Children's needs change as they grow. Parents will review this plan regularly. Either parent may request a review. Parents may follow the guidelines below for review. Parents agree not to use the review clause to undermine the plan. The review must be in the best interests of the child.

Parents make this plan in good faith and in the best interests of the child. The child's best interest and safety come first. If a parent is impaired by drugs, alcohol, or other substances, the other parent may assume sole decision-making responsibility for that time or until they resolve the issue.

This plan is between:

and

Parents will review the plan:

- Every 3 months for children under the age of two.
- Every 6 months for toddlers and preschoolers.
- Every year for elementary school aged children.
- Every \_\_\_\_\_ for adolescent children.
- Other, please specify:

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# Communication between Parents

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Please select all that apply. Parents will communicate with each other by:

- Phone
- Email
- Text
- In-person meetings
- Other, please specify:

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# Communication with the Child

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Parents can communicate with the child when they are in the care of the other parent as stated below:

- Parents will email the child and the other parent will not open or censor emails.
- Parents will talk to the child on the phone at least \_\_\_\_\_ times a day/week at reasonable times and for reasonable durations. These times and durations are:

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# Parent Information

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Fill out the parents' information below. Parents will be referred to throughout this plan as "Parent A" or "Parent B" according to how you fill out the section below.

## Parent A

<b>Name</b>	
<b>Street Address</b>	
<b>City</b>	
<b>Province</b>	
<b>Country</b>	
<b>Telephone 1</b>	
<b>Telephone 2</b>	
<b>Email</b>	

## Parent B

<b>Name</b>	
<b>Street Address</b>	
<b>City</b>	
<b>Province</b>	
<b>Country</b>	
<b>Telephone 1</b>	
<b>Telephone 2</b>	
<b>Email</b>	

# Child Information

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Fill out the children's information below. Throughout the plan, the children will be referred to as "the child."

## Child 1

Name	
Birth Date	
Age	

## Child 2

Name	
Birth Date	
Age	

## Child 3

Name	
Birth Date	
Age	

## Child 4

Name	
Birth Date	
Age	

# Parenting Time

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## Child's Residential Schedule

The child will spend time with each parent according to the schedule below, unless the parents agree to another arrangement.

Complete the schedule below using "Parent A" or "Parent B" to identify the parent the child is spending that time with. Include pick up times if applicable.

<b>Week 1</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

<b>Week 2</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

<b>Week 3</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

<b>Week 4</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Additional Information (for example, alternating weekends, etc.):

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Pickup locations for the child are:

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Drop-off locations for the child are:

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The plan for transporting the child between parents' homes is:

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If a parent is unavailable for their parenting time, they will notify the other parent by:

- Phone
- Email
- Text
- A designated person
- Other, please specify:

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## **Parenting Time and Decisions**

When the child is in the care of a parent during their parenting time, the parent will:

- Decide about the child's day-to-day care.
- Ensure that the child's basic needs are met.
- Ensure that the child is always properly supervised.

Either parent may make emergency decisions for the health and safety of the child.

# Childcare

Each parent will make their own childcare arrangements, with the following conditions:

- Parents will inform each other of who is providing temporary care for the child.
- If a parent is going to be absent for more than \_\_\_\_\_ hours, they will give the other parent the option to care for the child before a childcare provider.

# Vacation and Holidays

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## Statutory and Non-Statutory Holidays

Use the schedule on the next page to decide which holidays the children will spend with each parent (Parent A or B). The extra rows at the bottom are for other holidays that you celebrate.

The “shared” option below means that the holiday will be:

- Added to the weekend, and
- Spent with the parent who already has the child that weekend.

Holiday times will begin and end as follows:

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Holiday	Parent	Years			
		Odd	Even	Every	Shared
New Year's Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Islander Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Good Friday		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Easter Sunday		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Easter Monday		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mother's Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Father's Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Canada Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
August Civic Holiday		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Labour Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
National Day for Truth and Reconciliation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thanksgiving		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Halloween		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remembrance Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christmas Eve		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christmas Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Boxing Day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Year's Eve		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Summer Vacation

When the school year is over, the children will live with each parent as follows.

- Same as residential schedule on pages 5, 6, and 7.
- One week every month with Parent \_\_\_\_\_.
- Two weeks every month with Parent \_\_\_\_\_.
- One month with each parent.
- Other (fill out the schedule below if you choose this option).

	Morning	Afternoon	Evening	Night
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

## December Break

During December school holiday, the children will:

- Live with Parent A
- Live with Parent B
- Divide their time between households as follows:

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## March Break

During March Break, the children will:

- Live with Parent A
- Live with Parent B
- Divide their time between households as follows:

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## Birthdays

Parents will celebrate their own birthdays with the child during their regular scheduled parenting time.

Choose one of options below for how parents will spend the child's birthday.

- Parents will hold birthday parties for the child in alternating years.
    - Parent A: even years; Parent B: odd years.
    - Parent A: odd years; Parent B: even years.
  - Other, please specify:
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## Child's Belongings and Pets

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Parents agree that they will:

- Share the child's clothing.
- Provide their own clothing for the child.

Parents agree that pets will be:

- Transferred with the children.
  - Allowed to accompany the children between homes.
  - Other, please specify:
-

# School & Daycare

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This section outlines the decision-making responsibility parents have about school and daycare.

**Decision-making responsibility** is making major decisions for a child. For example, making decisions about the child’s health, education, culture, language, religion, or significant extra-curricular activities.

Parents can have different decision-making responsibilities or shared responsibilities.



**Unless a court orders differently, a parent always has the right to information about the child's education, health, and well-being.**

Fill in the spaces with “A,” “B,” or “A & B” if parents are sharing the decision-making responsibility.

Parent \_\_\_\_\_ will decide where the child goes to school, after-school care, and/or daycare.

The child will be enrolled in school as listed below.

Child	School	Grade

Parent \_\_\_\_\_ will live in the school zone where the child goes to school/daycare.

Parent \_\_\_\_\_ will be the primary contact for the school, but either parent can get information from the school.

Parent \_\_\_\_\_ will make decisions about school activities or trips.

If a child has a learning disability, Parent \_\_\_\_\_ will be informed and attend meetings about the matter.

Parent \_\_\_\_\_'s consent is needed before starting any special recommendations for the child.

The school will provide Parent \_\_\_\_\_ with separate notices of events and report cards, if possible.

Parent \_\_\_\_\_ will provide the school with stamped, self-addressed envelopes for all communications during the year.

If the school can't provide separate copies of event notices and report cards:

Parent \_\_\_\_\_ will notify the other parent of events and provide a copy of report cards within \_\_\_\_\_ days of receiving notice from the school.

Notification will be by:

- Email
- Telephone call
- Other, please specify:

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Parent \_\_\_\_\_ can attend the child's school activities.

Parents will discuss the costs for post-secondary education before the child graduates high school unless they come to a different agreement. Parents will meet to discuss \_\_\_\_\_ weeks before graduation.

The plan for Professional Development days at school is:

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The plan for school delays and/or storm days is:

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# Extra-Curricular Activities

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The decision-making responsibility for the child's extra-curricular activities is:

- Parent A has the decision-making responsibility.
- Parent B has the decision-making responsibility.
- Parents A & B share the decision-making responsibility.
- Other, please specify:

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The child's extra-curricular activities and schedule are:

Child 1	Morning	Afternoon	Evening	Night
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

<b>Child 2</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

<b>Child 3</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

<b>Child 4</b>	<b>Morning</b>	<b>Afternoon</b>	<b>Evening</b>	<b>Night</b>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Parent attendance for extra-curricular activities will be as follows:

- The parent with parenting time on that day is the only parent attending.
- Both parents can attend but must give the parent with parenting time prior notice.
- Parents can attend an extra-curricular activity on any given day.
- Other, please specify:

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The total cost of extra-curricular activities is: \_\_\_\_\_

The cost for the child's activities will be:

- Covered by Parent \_\_\_\_\_
- Shared 50/50 between Parents
- Other, please specify:

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The plan for transporting the child to extra-curricular activities is:

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# Religious Upbringing

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When it comes to the decision-making responsibility about the child's religious affiliation and participation:

- Parent A has the decision-making responsibility.
- Parent B has the decision-making responsibility.
- Parents A & B share the decision-making responsibility.
- Parents A & B will participate in dispute resolution to come to an agreement.

The child will be raised in the following faith:

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The child will be part of the following agreed upon congregation or place of worship:

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# Parent Learning & Dispute Resolution

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Parents agree to participate in the following programs or workshops. For more information about these programs, see "Support Services" on page 16 of the information booklet.

- Mi'kmaq Family PRIDE Program
  - Strongest Families
  - Grandparent and Alternative Care Program
  - Positive Parenting from Two Homes (PP2H)
  - Triple P Parenting
  - New Ways for Families
  - Counselling
  - Other, please specify:
- 
- 

Parents agree to try dispute resolution. Some dispute resolution options if they are unable to resolve issues. This includes:

- **Mediation:** When people on opposite sides of a conflict and a mediator try to resolve disagreements.
- **Negotiation:** Communicating with each other to try to reach an agreement.
- **Collaborative Practice:** When opposite sides in a family law matter negotiate a settlement with the help of collaborative practice lawyers, and other professionals. Everyone must agree to keep the dispute out of court.
- **Arbitration:** When parties agree to have someone outside their conflict find a solution for them.

If parents are unable to resolve issues, they agree to try:

- Mediation
- Counselling
- Collaborative Family Law Practice
- Court/Arbitration
- Discussion with a friend/family member
- Other, please specify:

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## Managing Child's Behaviour

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The parents agree on the following plan for managing the child's behaviour (curfews, rewards, etc.):

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Bedtime on weekdays will be: \_\_\_\_\_

Bedtime on weekends will be: \_\_\_\_\_

Homework time will be: \_\_\_\_\_

# Medical Information

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**Unless a court orders differently, a parent always has the right to information about the child's education, health, and well-being.**

Fill in the spaces with "A," "B," or "A & B."

Parent \_\_\_\_ will be the primary contact for the child's doctor.

Parent \_\_\_\_ will be the primary contact for the child's dentist.

Parent \_\_\_\_ will be the primary contact for the child's orthodontist.

Parent \_\_\_\_ will be the primary contact for the child's other health practitioners.

Parent \_\_\_\_ will choose the health practitioners that the child will see.

Health Practitioner	Name	Contact
Physician		
Dentist		
Orthodontist		

The following plan is to ensure each child takes all their prescribed medication on time and in the right amounts:

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Other medical considerations/allergies:

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The child's health card will be held by Parent \_\_\_\_\_.

Parents will inform each other about emergency medical care for the child or other emergencies within \_\_\_\_\_ hours.

Parents will inform each other of the child's medical appointments.

Parent \_\_\_\_\_ may attend regular appointments.

Parent \_\_\_\_\_'s consent is required to refer the child to a medical specialist.

Parent \_\_\_\_\_'s consent is required to refer the child to a dental specialist.

Parent \_\_\_\_\_'s consent is required to refer the child to a professional for social, emotional, or behavioural problems.

Both parents will be informed of any medical or dental appointments. Both parents have the right to get and give information to a healthcare practitioner.

# Disabilities

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If a child is living with a disability, parents will:

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# Relocation

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Parents will follow the law about relocation as outlined in the *Divorce Act*. Parents will give 60 days' notice to the other parent before a short or long-distance move.

If moving a short distance, parents will give notice in writing. Notice will include:

- The date of the move.
- The new address.
- New contact information.

If moving a long distance, parents will give 60 days' notice using the [Notice of Relocation](#) form.

## Notice of Relocation

 [www.justice.gc.ca/eng/fl-df/divorce/nrf-fad.html](http://www.justice.gc.ca/eng/fl-df/divorce/nrf-fad.html)

If the move will impact parenting time and responsibilities, parents will review this parenting plan. If a parent objects to the relocation, they will do so using the [Objection to Relocation](#) form within 30 days of receiving the notice.

## Objection to Relocation

 [www.justice.gc.ca/eng/fl-df/divorce/orf-fod.html](http://www.justice.gc.ca/eng/fl-df/divorce/orf-fod.html)

# Partners and Spouses

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Usually, a parent must not prevent their child from spending time with people who are important in the child's life. This includes family or friends that the parent does not get along with. The exception is if the parent has concerns about the child's safety or well-being.

Parents agree on the following about introducing their new partners to their child:

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# Travel

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Parent \_\_\_\_\_ will hold the child's travel documents and passport. The child will not be taken outside of the country without the consent of the other parent.

The other parent will be informed of a trip and asked for consent no less than \_\_\_\_\_ days before the departure date.

For international travel, a parent will ask for a consent letter from the other parent to travel with the children. Parents will use the Canadian government's recommended consent letter for children travelling outside of Canada.

## **Recommended consent letter for children travelling outside of Canada**

**i** [www.travel.gc.ca/travelling/children/consent-letter](http://www.travel.gc.ca/travelling/children/consent-letter)

The parent who is travelling with the child will give the other parent a contact number where they can reach the child or leave messages for them.

# Child Support

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**This agreement may not be enforceable by the Maintenance Enforcement Program (MEP). You may want to ask MEP to review how enforceable your agreement is.**

## Parenting Time and Dependent Children

This section is a child support agreement for any dependent child in this parenting plan. Child support is calculated based on the [Federal Child Support Guidelines](#). If the paying parent lives in a province other than PEI, they will use the Federal Guidelines and the Provincial Guidelines of that province.

Dependent children of this plan are:

- Child 1
- Child 2
- Child 3
- Child 4

**Majority parenting time** is when one parent spends more than 60% of the time with the child.

**Split parenting time** is when there is more than one child, and each parent has the majority of parenting time with at least one of the children.

**Shared parenting time** is when the child spends at least 40% of the time with each parent.

If one parent has the majority of parenting time with the children, then the other parent usually pays child support.

If parents share or split parenting time, then both parents may pay child support based on their incomes and situation.

Based on this information, parenting time between parents is as follows:

- Parent A has majority parenting time.
- Parent B has majority parenting time.
- Parent A & B split parenting time as follows:
  - Parent A has majority parenting time with \_\_\_\_\_.
  - Parent B has majority parenting time with \_\_\_\_\_.
- Parent A & B share parenting time as follows:
  - The children are spending \_\_\_\_\_% of the time with Parent A.
  - The children are spending \_\_\_\_\_% of the time with Parent B.

## Majority Parenting Time



**If one parent has the majority of parenting time, the other parent pays child support.**

Fill this section out if one parent has majority parenting time.

- Parent \_\_\_\_\_ has majority parenting time, so Parent \_\_\_\_\_ will pay child support to Parent \_\_\_\_\_.
- The paying parent's income is \$ \_\_\_\_\_ based on the Federal Government's [Child Support Worksheet 1](#).
- Parent \_\_\_\_\_ will pay \$ \_\_\_\_\_ in child support per month based on the [Federal Child Support Guidelines](#).

## Split Parenting Time



**If parents split parenting time, both parents may pay child support based on their incomes and situation.**

Fill this section out if parents split parenting time. Based on the [Federal Child Support Guidelines](#) and split parenting arrangements:

- Parent A will pay \$ \_\_\_\_\_ in child support per month to Parent B.
- Parent B will pay \$ \_\_\_\_\_ in child support per month to Parent A.

## Shared Parenting Time

Fill this section out if parents share parenting time. Based on the [Federal Child Support Guidelines](#) and shared parenting arrangements:

- Parent A will pay \$ \_\_\_\_\_ in child support per month to Parent B.
- Parent B will pay \$ \_\_\_\_\_ in child support per month to Parent A.

## Special expenses

Use this section to outline any special or extraordinary expenses. You may choose to use the Federal Government's [Worksheet 2](#) to calculate special expenses.

Special Expenses	Cost per month
Childcare	
Medical & Dental Insurance Premiums	
Healthcare costs	
Extra-curricular activities	
Primary/secondary education & other educational program's	
Post-secondary education	
<b>Total</b>	

Parents agree that:

- Parent A will cover all Special Expenses (total shown above).
- Parent B will cover all Special Expenses (total shown above).
- Special Expenses will be shared:
  - Parent A will cover \$ \_\_\_\_\_ per month.
  - Parent B will cover \$ \_\_\_\_\_ per month.

## Total child support amounts

In this section, add the monthly totals of child support that each parent pays. Refer to the specified lines to fill in the table.

### Parent A

Child Support Amounts on page 29 or 30	
Parent A's Special Expenses Amount on page 31	+
<b>Total monthly child support owed to Parent B</b>	=

### Parent B

Child Support Amounts on page 29 or 30	
Parent B's Special Expenses Amount on page 31	+
<b>Total monthly child support owed to Parent A</b>	=

Child support is effective as of the date the parents sign this parenting plan. Child support should be reviewed in the event of (select all that apply):

- Undue hardship
- Other (please specify):

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Child support ends on this date: \_\_\_\_\_

## Recalculation Clause

Child support can be calculated annually by a Recalculation Officer. If parents agree to the recalculation clause, either parent may register the child support agreement with the Recalculation Officer. A Recalculation Officer collects tax and income information from the paying parent(s) and, every year on the anniversary date of the order or agreement, re-calculates the amount of child support owing.

Parents must use the [recalculation clause](#) offered by the Child Support Office. If parents agree to recalculation, they must print the clause and attach it to this agreement.

Check the box below if parents agree to the recalculation clause.

By agreeing to the [recalculation clause](#), parents understand that a Recalculation Officer may annually recalculate the child support in this agreement based on the paying parent's income and applicable guidelines.

- Parents A & B agree to the recalculation clause.
- Parents A & B do not agree to the recalculation clause.

To register this agreement for recalculation, either parent may file this agreement, the [recalculation clause](#), and a [completed registration form](#) with the Recalculation Officer at the Family Law Centre.

Every year until the child support end date, the paying parent will:

- Forward a copy of their Income Tax Return and Notice of Assessment/Reassessment to the Recalculation Officer.
- Do so at least 30 days before the anniversary date of this agreement.

If the Recalculation Officer does not receive the paying parent's Income Tax Return and Notice of Assessment/Reassessment, the Recalculation Officer will deem that the paying parent's income is 10% more than the most recent income they have on file.

# Signatures

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When parents and a witness sign this parenting plan, it is a legally binding document. It is always a good idea to get advice from a lawyer before signing a legal document.

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Parent A

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Date

---

Witness

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Date

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Parent B

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Date

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Witness

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Date

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