

# PERSONALIZED SAFETY PLAN

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Review dates: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The following steps represent my plan for increasing my safety and preparing in advance for the possibility of violence. Although I do not have control, over other people's actions, I do have a choice about how to respond to others and how to best get myself and my family to safety. It is a good idea for everyone to have a safety plan. In preparing a safety plan I do not make any factual assertions other than that I am a responsible and independent adult.

**Step 1: Safety during a violent incident.** One cannot always avoid violent incidents. In order to increase safety, one may use a variety of strategies.

- A. If I decide to leave a location, I will \_\_\_\_\_.  
(I will practice how to get out safely. What doors, windows, elevators, stairwells or fire escapes can I use?)
- B. I can keep my purse and car keys ready and put them (place) \_\_\_\_\_  
\_\_\_\_\_ in order to leave quickly.
- C. I can tell the following people about any violence and request that they call the police if they hear suspicious noises coming from my home: \_\_\_\_\_  
\_\_\_\_\_
- D. I can teach my children how to use the telephone to contact the police and the fire department.
- E. I will use \_\_\_\_\_ as my code word with my children or my friends so they can call for help.
- F. If I have to leave my home, I will go to \_\_\_\_\_.  
If I cannot go to the location above, then I can go to \_\_\_\_\_ or \_\_\_\_\_.
- G. I can also teach some of these strategies to some/all of my children.

- H. When I expect a confrontation, I will try to move to a space that is lowest risk, such as \_\_\_\_\_ . I will try to avoid arguments in the bathroom, garage, kitchen, near weapons or in rooms without access to an outside door.
- I. I will use my judgment and intuition. If necessary, I am ready to protect myself until I/we are out of danger.
- J. I can take self-defense classes.
- K. I will call ahead and verify that my 911 system is in place. I will verify that the law enforcement agencies have the exact locations and directions to my residence. If my home is difficult to locate from the street, I will apply reflective color to my mail box or make sure my street number can be seen more clearly. I will call and verify the same for my place of employment if applicable.

**Step 2: Safety when preparing to leave.** Leaving a location of danger (even a home) must be done with a careful plan in order to increase safety. I can use some or all of the following safety strategies:

- A. I will leave money and an extra set of keys with \_\_\_\_\_ so I can leave quickly.
- B. I will keep copies of important documents or keys at \_\_\_\_\_.
- C. I will open a savings or checking account in my name by (date) \_\_\_\_\_, to increase my independence.
- D. I will obtain a personal loan in my name to establish credit.
- E. I will obtain a credit card in my own name to establish credit.
- F. I will locate all papers regarding insurance coverage of my residence, cars and family's health so that I can understand them.
- G. I will make an inventory of all assets and liabilities. (I know that accounts listing names separated by "or" are joint and that accounts listing names by "and" require two signatures.
- H. I will get my own post office box. When I am ready, I will begin forwarding my mail.
- I. I will establish my own transportation by \_\_\_\_\_.
- J. I will check with \_\_\_\_\_ and \_\_\_\_\_ to see who would be able to let me stay with them or lend me some money.
- K. I can leave extra clothes and personal items with/at \_\_\_\_\_.

L. Other things I can do increase my independence include: \_\_\_\_\_  
\_\_\_\_\_

M. I will sit down and review my safety plan every \_\_\_\_\_ in order to plan the safest way to leave the residence.

N. I will rehearse my escape plan and, as appropriate, practice it with my children.

O. If I have pets and animals in my care, I will make plans for them to be placed with others I trust to care for them if I am unable to bring them with me.

**Step 3: Safety in my own residence.** If I have to seek a new residence, I may find my self alone with different safety concerns. There are many things that one can do to increase safety at home. It may be impossible to do everything at once, but safety measures can be added step by step. Safety measures I can use include:

A. I can change the locks on my doors and windows as soon as possible. Local law enforcement can perform a security check or a walk-through to help secure the residence.

B. I can replace wooden doors with steel/metal doors.

C. I can install security systems including additional locks, window bars, poles, to wedge against doors, an electronic system, etc. Window locks can be purchased at low cost at hardware or home improvement stores. Inexpensive door alarms that make a piercing beeping noise can be purchased at stores that sell electronic equipment.

D. I can purchase rope ladders to be used for escape from second floor windows.

E. I can install smoke detectors and purchase fire extinguishers for each floor in my house/apartment.

F. I can install an outside lighting system that lights up when a person is coming close to my home (motion detectors).

G. I will look into changing the ignition and/or door locks on my vehicles.

H. I can make use of a cellular phone to increase my safety when traveling to and from home or work. I can call area businesses to see what the monthly costs would be for a basic service plan.

I. I can carry a portable phone when walking outside around my home to my vehicle, when getting my mail, walking my dog or answering the door.

J. I can purchase an answering machine or use voice mail to screen my calls.

K. I will seek legal consultation in receiving information regarding options in using the legal system to maintain safety in my residence. Such measures may include seeking a

protective order, finding out what my rights when my partner breaks the terms of his/her probation or parole, and obtaining a criminal trespass order.

**Step 4: Safety on the job and in public.** Friends, family, and co-workers can help to protect individuals who may be at risk of violence. One should consider carefully which people to invite to help secure safety. I might do any or all of the following:

- A. I can inform my boss, the security supervisor and \_\_\_\_\_ at work of my if I am or become concerned about possible violence.
- B. I can ask \_\_\_\_\_ to help screen my telephone calls at work.
- C. I can try to work it out with my employer or supervisor to alternate the time I arrive and depart from work.
- D. I can obtain a cellular phone to use to help with my safety as I travel to and from work.
- E. If problems occur when driving home, I can \_\_\_\_\_.
- F. If I realize that I am being followed by partner as I am driving, I can go to the local law enforcement station and lay on the horn for immediate assistance. If I have a cellular phone, I may want to call ahead to notify the police of my situation.
- G. If I use public transit, I can \_\_\_\_\_.
- H. I can use different grocery stores and shopping malls to conduct my business and shop at hours that are different than those that I used previously.
- I. I can contact all banks and credit card services I use regarding my situation to ensure my credit safety.
- J. I can also \_\_\_\_\_.

**Step 6: Items to take when leaving.** When leaving a location of danger, it is important to take certain items when possible. Additionally, I could give extra copies of papers and an extra set of clothing to a friend just in case I have to leave quickly. If there is time, the other items might be taken, or stored outside the home. These items might best be placed in one location, so that if we have to leave in a hurry, I can grab them quickly.

**If leave, I should take:**

- Identification for myself
- Children's birth certificates
- My birth certificate
- Social Security cards
- School and vaccination records
- Money
- Checkbook, ATM (Automatic Teller Machine) or debit card
- Credit cards
- Keys -house/car/office
- Driver's license and registration, proof of insurance
- Vehicle titles
- Medications
- Journals or diaries
- Welfare identification
- Income tax returns
- Inventory of debts and assets
- Passport(s)
- Marriage license and any legal papers regarding divorce, property, child custody, etc.
- Medical records -for all family members
- Lease/rental agreement, house deed, mortgage payment book
- Bank books
- Insurance papers
- Small saleable objects
- Jewelry
- Weapons
- Children's favorite toys and/or blankets
- Items of special sentimental value

**Telephone numbers I need to know:**

Local police department – home \_\_\_\_\_.

Local police department - school \_\_\_\_\_.

Local police department – work \_\_\_\_\_.

LAW FIRM: \_\_\_\_\_.