**Safety planning checklist**

**Your strengths**

Talk to your lawyer about what you already do to keep you and your children safe.

We can help you with some more ideas for safety.

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| Notes: |

**Collect useful numbers**

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| Local Police Station [Telephone and Address] |  |
| Crisis Accommodation: |  |
| Link2Home | 1800 152 152 |
| Translating and Interpreting Service | 131450 |
| Local Taxi Service | 133 300 |
| Accessible Taxi Service | 8332 0200 |
| Domestic Violence Line | 1800 636 463 |
| Domestic Violence Unit, Legal Aid NSW | 9219 6300 |
| Local WDCVAS |  |

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| Notes: |

**In an emergency**

* ALWAYS call 000 first
* Call Police and Ambulance on 000
* National Relay Service on 106

**You may also have friends or family who have agreed to come to your aid. It can be helpful to have a “code word” which they know means you need their help.**

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| Notes: |

**Safety at home**

Let ***neighbours*** who you trust know to call the police if they hear fighting, shouting or noises. Some people who live in apartments have coded noises to alert their neighbours to get help.

Some people may also feel it is none of their business to contact the police, viewing shouting or fighting as a private matter. Providing permission for neighbours to contact the police increases the likelihood of them making the call.

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| Notes: |

In the event that the perpetrator gains access to your house, consider whether you would feel safest to wait for police in a ***safe room*** within your home or to flee the property.

A safe room will require: an internal lock, small windows, something you can push up against the door, a charged mobile phone with pre-programmed emergency contact numbers. The bathroom or laundry is often used. It is also helpful to have a torch, a piece of paper with your address, the nearest cross street and a list of any medication that household members take. Your lawyer can contact the social worker from the domestic violence unit on **9219 6300** if you would like more help about setting up a safe room.

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| Notes: |

Have ***somewhere to go*** if you need to get out. Keep contact details of family or friends in your wallet or mobile or another safe place.

Should you feel you have no-where to go, contact Link2Home 1800 152 152 as they may be able to assist with temporary accommodation options.

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| Notes: |

Have your own ***mobile phone and plan*** (preferably prepaid) so that you can stay in touch with people and calls can’t be checked from the phone bill. If this is not possible, save emergency numbers under a fake name so the perpetrator is less suspicious and delete your call history.

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| Notes: |

**Make an escape plan**

Plan and practice quick ***emergency routes*** from all routes in your house or flat.

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| Notes: |

Have ***somewhere to go*** if you need to get out (even if you don’t think you will need to)

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| Notes: |

Have a small ***escape bag*** somewhere with spare keys, important papers, a special toy for the kids and some spare cash in case you need to leave in a hurry. If you or your children need prescription medicines, keep a spare script in your escape bag.

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| Notes: |

Leave ***spare copies*** of keys, important papers, photocopies of bank cards and credit cards with a family member, friend or someone that you trust.

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| Notes: |

Arrange in advance for a friend to come straight away if you ring or text them. Some people use a ***code word*** agreed on in advance.

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| Notes: |

Make plans for ***pets.*** Arrange friends or family who can care for your pet. Or contact ***“Safe Beds for Pets”*** run by the RSPCA **Ph 02 9782 4408**. They will care for your pets while you obtain safe, stable accommodation.

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| Notes: |

**Safety after separation**

There are often ***“security upgrades”*** that can be done to your home to increase your sense of safety and deter the perpetrator, such as sensor lights, checking & changing locks, wooden dowel for windows, CCTV cameras, contacting your electricity company to add a padlock to your metre box, adding a lock to your mail box and any man holes, ensuring your street number is visible day and night, not leaving garbage bins next to windows or fences. Your lawyer can Your lawyer can contact the social worker from the domestic violence unit on 9219 6300 if you would like more help about safety upgrades and services who may be able to assist with some of these costs.

Services who may be able to help with costs associated with security upgrades are:

* [**Staying Home Leaving Violence**](http://www.community.nsw.gov.au/for-agencies-that-work-with-us/our-funding-programs/staying-home-leaving-violence) - if available in your area
* **Victims Services (Ph 8688 5511)** - if you have reported violence to the police or another government service

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| Notes: |

Check your ***mobile*** phone settings. Turn off location services. Turn off Find my iPhone.

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| Notes: |

Change your mobile number and have it set on “private”.

Keep your mobile phone on you. Use a ***different SIM*** card if you need to communicate about children.

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| Notes: |

Ask government agencies, utility companies, doctors, schools and other services to keep your ***details private.***

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| Notes: |

Get a ***PO Box*** for important mail or keep your home address private.

Register as a ***silent voter*** with the electoral commission.

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| Notes: |

**Safety in public or at work**

Park your car in a ***busy public place***. Avoid underground car parks or if you have to use them get someone to walk you to your car.

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| Notes: |

If you see your partner or ex and feel unsafe, get into a public or busy place as soon as possible.

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| Notes: |

Try to ***change your routines*** regularly. Where possible, catch different trains or trams, leave home or work at different hours, shop in different places or on online.

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| Notes:  |

Tell your ***boss and/or security staff*** of any ADVOs that prevent your ex from coming near you at work. Give your boss and/or security staff a photo of your ex. Keep a copy of your ADVO at work and/or in your bag. Ask if you can have your calls and visitors screened through reception.

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| Notes:  |

Be mindful of cars that may be following you. If you are worried, pull into a service station or police station, monitor how the car responds and take down any car details.

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| Notes: |

**Safety on the internet**

Use a ***public computer*** (library or community centre) or a friend’s computer that your partner or ex cannot access.

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| Notes: |

Change or delete your ***Facebook*** account and your kids’ accounts or review your privacy settings to restrict access. People can accidentally give away details of where you are living or where you will be.

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| Notes: |

Change your ***email*** account. Make it hard to trace – don’t use your name and birth year in the account name.

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| Notes: |

Most domestic violence websites have a quick link to leave the website. Delete your ***internet history***.

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| Notes: |

Have a ***computer technician*** check your computer for spyware or keystroke logging programs.

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| Notes: |

**Helping kids**

Teach your children who they can call or where they can go in an ***emergency***. This includes how to call 000 and ask for police, and how to give their address.

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| Notes: |

Keep the conversation ***practical*** like other **safety conversations** you might have around natural disaster planning – fire safety etc.

If appropriate/ needed, help your kids to know when there are warning signs of danger.

If appropriate/ needed, teach your children that it is not their responsibility to stop your partner or ex when they are angry or violent.

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| Notes: |

Practice emergency ***escape*** routes – talk about these at the same time as you talk through a fire or hurricane drill.

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| Notes: |

Give the ***school or child care*** a copy of your ADVO, a photo of your ex and/or any family law ***orders*** (as appropriate).

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| Notes: |

If appropriate/ needed, tell trusted people from ***schools and child care*** about the violence. They can also help with caring for your child’s emotional needs.

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| Notes: |

If appropriate/ needed, arrange any other ***support/ counselling*** for your children. Your lawyer can call the social worker from the domestic violence unit if you would like assistance with a referral for counselling.

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| Notes: |

**Safety and the law**

Consider an ***ADVO***. Consider a police or private application for an ADVO. Think about appropriate conditions for your ADVO. An ADVO is not a total guarantee. However, research shows that in most cases, ADVOs are effective in reducing and/or eliminating violent and other negative behaviours (BOCSAR). Making a report to police and/or making a private application for an ADVO is your decision.

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| Notes: |

If it is safe, keep a ***diary*** of abusive or frightening incidents. Keep your text messages and incoming call log on your phone

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| Notes: |

Talk to your lawyer about ***keeping in contact*** - the best times for your lawyer to call, if it is safe to leave messages, if and where it is safe to send mail to and what they should do if they cannot get in contact with you.

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| Notes: |

Talk to your lawyer about how you feel about going to Court. Talk to your lawyer about making a ***safety plan*** with the Court well before the day you are in Court. Make sure the safety plan is in place before every Court date.

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| Notes: |

If arrangements for your children to ***spend time*** with your ex are likely to be made, talk to your lawyer about the details - supervision, who should supervise, changeover (times, locations & who is present) as well as any other safeguards.

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| **Date** |  |
| **To be reviewed** (add date) |  |