**Personal safety plan template**

**This personal safety plan template has been put together by the WA Department of Communities**

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| **Name:**  **Date:**  **Review dates:**  The following steps represent my plan for increasing my safety and preparing in advance for the possibility of further violence. Although I do not have control over my partner’s violence, I do have a choice about how to respond and how to best get myself and my children to safety. |
| **Step 1:**  **Safety during a violent incident. Women cannot always avoid violent incidents. In order to increase safety, women may use a variety of strategies.**  I can use some or all of the following strategies:   1. If I decide to leave, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. (Practice how to get out safely. What doors, windows, elevators, stairwells or fire escapes would you use?) 2. I can keep my purse and car keys ready and put them (place) \_\_\_\_\_\_\_\_\_ in order to leave quickly. 3. I can tell \_\_\_\_\_\_\_\_\_\_\_ about the violence and request they call the police if they hear suspicious noises coming from my house. 4. I can teach my children how to use the telephone to contact the police. 5. I will use \_\_\_\_\_\_\_ as my code word with my children or my friends so they can call for help. 6. If I have to leave my home, I will go \_\_\_\_\_\_\_\_\_\_\_\_. (Decide this even if you don’t think there will be a next time.) If I cannot go to the location above, then I can go \_\_\_\_\_\_\_\_\_. 7. I can also teach some of these strategies to some/all of my children. 8. I can teach my children to call 000 in an emergency, and what they would need to say; for example, their full name, address and telephone number. 9. When I suspect my partner is about to use violence, I will try to move to a space that is lowest risk, such as \_\_\_\_\_\_\_\_\_\_\_\_\_\_. (Try to avoid the bathroom, garage, kitchens, near weapons or in rooms without access to an outside door.) 10. I will use my judgement and intuition. If the situation is very serious this may include giving my partner what they want until I/we are out of danger. 11. Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Step 2:**  **Safety when preparing to leave. Women often have to leave the residence they share with the perpetrator of the violence. Leaving must be done with a careful plan in order to increase safety. Perpetrators often escalate their use of violence when they believe that a woman is leaving the relationship.**  I can use some or all of the following safety strategies:   1. I will leave money and an extra set of keys with \_\_\_\_\_\_\_\_\_\_ so I can leave quickly. 2. I will keep copies of important documents or keys at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 3. I will open a savings account by \_\_\_\_\_\_\_\_\_\_\_ (date), to increase my independence. Other things I can do to increase my independence include\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ . 4. The Women’s Domestic Violence Helpline number is **(08) 9223 1188** or   **Free call 1800 007 339**. I can seek safe accommodation by calling this number. Another helpline number I can use is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .   1. I will keep my mobile phone charged and with me at all times. 2. I will check with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to see who would be able to let me stay with them or lend me some money. 3. I can leave extra clothes with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 4. I will sit down and review my safety plan every \_\_\_\_\_\_\_\_\_\_\_ in order to plan the safest way to leave the residence. 5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (advocate or friend) has agreed to help me review this plan. 6. I will rehearse my escape plan and, as appropriate, practise it with my children. 7. I can pack an emergency bag for myself and my children and hide it somewhere safe; for example, at a neighbour’s or friend’s house. There are some suggestions below for what to take with you when you leave. Try to avoid mutual friends or family. 8. I can try and keep a small amount of money with me at all times, for example, for bus fares. |
| **Step 3:**  **Safety in my own residence. There are many things that a woman can do to increase her safety in her own residence. It may impossible to do everything at once, but safety measures can be added step by step.**  Safety measures I can use include:   1. I can change the locks on my doors and windows as soon as possible. 2. I can replace wooden doors with steel/metal doors. 3. I can install security systems including additional locks, window bars, poles to wedge against doors, an electronic system, and so on. 4. I can install outside lighting that comes on when a person is coming close to my house. 5. I will tell people who take care of my children which people have permission to pick up my children, and that my partner is not permitted to do so. The people I will inform about pick-up permission may include \_\_\_\_\_\_\_\_\_\_\_\_ (school), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (day care staff), \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (babysitter), \_\_\_\_\_\_\_\_\_\_\_\_(teacher), \_\_\_\_\_\_\_\_\_ (others). 6. I can inform \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (neighbour), \_\_\_\_\_\_\_\_\_ (family member), and \_\_\_\_\_\_\_\_\_\_ (friend) that my partner no longer resides with me and they should call the police if he is observed near my residence. |
| **Step 4:**  **Safety with a violence restraining order (VRO). Many perpetrators obey VROs, but it is difficult to predict which perpetrator will abide by the VRO and which will breach a VRO.**  The following are some steps that I can take to help the enforcement of my VRO:   1. I will keep my VRO \_\_\_\_\_\_\_\_\_\_ (location). (Always keep it on or near your person. If you change bags that’s the first thing that should go in.) 2. I will inform my employer, my closest friend \_\_\_\_\_\_\_\_\_\_\_ that I have a VRO in place. 3. If my partner breaches the VRO I can call the police and report a breach, contact my lawyer, and/or call my advocate. |
| **Step 5:**  **Safety on the job and in public. Each woman must decide if and when she will tell others that she is experiencing family and domestic violence and that she may be at continued risk. Friends, family and co-workers can help to protect women. Each woman should consider carefully which people to invite into her safety network.**  I might do any or all of the following:   1. I can inform my boss, or supervisor and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at work of my situation. 2. I can ask \_\_\_\_\_\_\_\_\_ to help screen my telephone calls at work. 3. When leaving work, I can \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 4. When driving home if problems occur, I can \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 5. If I use public transport, I can \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 6. I can use different shopping centres to conduct my business and shop at hours that are different than those when residing with my violent partner. 7. I can also \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Step 6:**  **Safety and technology. Technology can be an important way to connect with family, friends and community. Unfortunately technology can also be used as a tool of abuse by perpetrators seeking to stalk and abuse women.**  Many phones and devices can be used to track the owner’s location. Tracking or spyware applications can be installed on devices without the owner’s knowledge or consent. Some applications can also remotely monitor private information like text messages, calls, emails, websites accessed and photos taken.   1. If using social media sites like Facebook I can use the privacy settings to control who can see my personal information. I can also adjust your account settings to block users who I don’t want to see my profile. 2. I can also change passwords for the following online accounts \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 3. I can delete my history and call logs from my phone if I suspect these may be checked. 4. I can set my devices to lock after a minute of inactivity. 5. I can set a pin code or password on my devices. 6. I might also switch off location services through the settings menu on my phone. 7. I can choose to factory data reset my phone to remove applications that I may not have installed. (Make sure you have saved your photos, contacts list, numbers and anything else of importance stored on the phone.) 8. I can create new email or social media accounts using a fake name. 9. I can access information about technology and safety here <https://techsafety.org.au/> |
| **Step 7:**  **Safety and my emotional health. The experience of being physically and verbally abused by violent partners is exhausting and emotionally draining.**  The process of building a new life for myself takes much courage and incredible energy. To conserve my emotional energy and resources, I can do some of the following:   1. If I feel worn down and ready to return to a potentially abusive situation, I can \_\_\_\_\_\_\_\_\_\_\_. 2. When I have to communicate with my partner in person or by telephone, I can \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 3. I can tell myself ‘\_\_\_\_\_\_\_\_\_\_\_\_’ whenever I feel others are trying to control or abuse me. 4. I can read \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to help me feel stronger. 5. I can call \_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_ and\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as other resources to be of support to me. 6. Other things I can do to help me feel stronger are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. 7. I can attend workshops and support groups at a domestic violence program at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to gain support and strengthen my relationships with other people. |
| **Step 8:**  **Items to take when leaving. When women leave violent partners, it is helpful to take certain items with them. Women sometimes give an extra copy of papers and an extra set of clothing to a friend just in case they have to leave quickly.**  Items with asterisks\* on the following list are the most important to take. 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.  **Remember most of the following items can be replaced so in an emergency situation your priority is to get yourself and your children to safety.**  Examples of things I should take if I leave are:   |  |  | | --- | --- | | \*identification for myself |  | | \* children’s birth certificates |  | | \* my birth certificate |  | | \* social security cards or information |  | | \* money |  | | \* ATM (automatic teller machine) or other bank card |  | | \* credit cards |  | | \* keys (house/car/office) |  | | \* driver’s licence and registration |  | | \* medications |  | | \* violence restraining order documents |  | | divorce papers |  | | medical records (for all family members) |  | | passport(s) |  | | bank details |  | | insurance papers |  | | small saleable objects |  | | address book |  | | items of special sentimental value (for example, photographs and baby books) |  | | Jewellery |  | | children’s favourite toys and/or blankets |  | | lease/rental agreement, house deeds, mortgage details |  | | other: |  |   List of telephone numbers I need:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |