

# Checklist

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## What You Need to Take When You Leave

### Identification

- Driver's License
- Birth Certificate
- Children's Birth Certificates
- Social Security Cards

### Financial

- Money and/or credit cards (in your name)
- Checking and/or savings account books

### Legal Papers

- Protective Order
- Lease, rental agreement and house deed
- Car registration and insurance papers
- Health and life insurance papers
- Medical records for you and your children
- School records
- Work permits/Green Card/Visa
- Passport
- Divorce and custody papers
- Marriage license

### Other

- Medications
- House and car keys
- Valuable jewelry
- Address book
- Pictures and sentimental items
- Change of clothes for you and your children
- Other

## Emergency Numbers

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**Police Emergency**      911

### National Domestic Violence Hotline

1-800-799-SAFE (7233)  
1-800-787-3224 (TTY) for the Deaf

### Texas Advocacy Project

Family Violence Hotline  
1-800-374-HOPE (4673)

### Department of Family and Protective Services

Abuse /Neglect Hotline  
1-800-252-5400

## Telephone Numbers In Your Area

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Police and/or Sheriff's Department

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County and/or District Attorney's Office

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Family Violence Program Hotline

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Hospital

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## Personal Safety Plan

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Taking Precautions And  
Making Plans To Stay Safe



P.O. BOX 161810  
Austin, TX 78716  
www.tcfv.org  
512.794.1133

## You Have The Right To Be Safe!

No one deserves to be hit or threatened. If you are being hurt by someone you love, make plans and take precautions to keep yourself and your children safe. Here are some suggestions that have helped other people in situations like yours.

### Safety During an Explosive Incident

**A.** If there is an argument, try to be in a place that has an exit and not in a bathroom, kitchen or room that may contain weapons.

**B.** Practice getting out of your home safely. Identify which doors, windows, elevator, or stairwell to use.

**C.** Pack a bag, and have it ready at a friend's or relative's house.

**D.** Identify one or more neighbors you can tell about the violence, and ask them to call the police if they hear a disturbance coming from your home.

**E.** Develop an age-appropriate safety plan with your children

**F.** Devise a code word to use with your children, family, friends and neighbors when you need the police.

**G.** Decide and plan where you will go if you ever have to leave home.

**H.** Use your instincts and judgment. In some dangerous situations, give the abuser what he wants to calm him down.

### Safety with Technology

**A.** Create a new email account.

**B.** Use a safe computer, which might be located at:

- public library
- A community center
- An internet caf

**C.** Change passwords and PIN numbers.

**D.** Use a donated or new cell phone to make plans. Your old cell phone bill will tell your abuser who you have been calling.

**E.** Search your name on the major internet search engines to see if the results have links to your contact information.

**Remember, you don't deserve to be hit or threatened!**

## Safety When Preparing To Leave

**A.** Open a checking or savings account in your own name.

**B.** Leave money, an extra set of keys, copies of important documents and extra clothes and medicines in a safe place or with someone you trust.

**C.** Get your own post office box.

**D.** Identify a safe place where you can go and someone who can lend you money.

**E.** Always keep the shelter phone number, a calling card, or some change for emergency phone calls with you.

**F.** If you have pets, make arrangements for them to be cared for in a safe place.

**Remember, leaving is the most dangerous time!**

## Safety With A Protective Order

**A.** If you or your children have been threatened or assaulted, you can request a protective order from the District / County Attorney's Office.

**B.** Always keep your protective order with you.

**C.** Call the police if your partner violates the protective order.

**D.** Inform family members, friends and neighbors that you have a protective order in effect.

## Safety In Your Own Residence

**A.** If you stay in your home, lock your windows and change the locks on your doors as soon as possible.

**B.** Develop a safety plan with your children for times when you are not with them.

**C.** Inform your children's school, day care, etc., about who has permission to pick up your children.

**D.** Inform neighbors and the landlord that your partner no longer lives with you, and that they should call the police if they see him/her near your home.

**E.** Never tell the abuser where you live. Never call the abuser from your home because the abuser may find out where you live.

**F.** Request an unlisted/unpublished number from the telephone company and;

**G.** Notify your utility company of security needs and restrict information access on the account by using a password.

## Safety On The Job And In Public

**A.** Inform someone at work of your situation. Include the security officers at work and provide them with a picture of your batterer.

**B.** Have someone screen your telephone calls at work.

**C.** Have someone escort you to and from your car, bus or train.

**D.** Use a variety of routes to come and go from home. Inform someone at work of your situation. Include the security officers at work and provide them with a picture of your abuser.