



# Safety Planning Tool Kit



## Personal Safety

Description	Guideline	Action Taken
<p><b>Physical Safety</b></p> <p>What do you need to feel physically safe?</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Explore what you need to not only be safer, but to feel safe as well.</li> <li><input type="checkbox"/> Keep your keys, phone, and purse in the same spot wherever you go.</li> <li><input type="checkbox"/> Keep a list of contacts with names, phone numbers, addresses.</li> <li><input type="checkbox"/> Keep a list of medications, personal documents, and other information.</li> <li><input type="checkbox"/> Meet people in public places.</li> <li><input type="checkbox"/> Learn about fire escapes wherever you go.</li> <li><input type="checkbox"/> If you travel:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Tell someone where you are going and how you can be reached.</li> <li><input type="checkbox"/> Research hospitals and police stations where you are going.</li> <li><input type="checkbox"/> Travel with another person.</li> <li><input type="checkbox"/> Check in when you leave and when you arrive.</li> <li><input type="checkbox"/> Always have some cash on hand.</li> </ul> </li> <li><input type="checkbox"/> Teach children how to call for help and other safety measures.</li> <li><input type="checkbox"/> Identify who has permission to pick up children.</li> <li><input type="checkbox"/> Create a code word with family and friends to use when help is needed.</li> <li><input type="checkbox"/> Establish a check point place to go in case you need to leave your home. Have one on your property and another away from your home.</li> <li><input type="checkbox"/> Install smoke, CO2 detectors, additional locks, fire extinguishers, lighting, and additional security systems in and around your home.</li> </ul>	

**Notes:**

Description	Guideline	Action Taken
<p><b>Mental Health</b></p> <p>What do you need to feel mentally safe?</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Check in with yourself, how are you feeling? Have someone that you can go to when you are feeling down?</li> <li><input type="checkbox"/> Talk to your doctor if you feel down more than 3 days a week.</li> <li><input type="checkbox"/> Create positive affirmations about yourself and post them in places you see all the time.</li> <li><input type="checkbox"/> Do things you like to do and try new things everyday. Have fun!</li> <li><input type="checkbox"/> Attend workshops to help you learn new things.</li> <li><input type="checkbox"/> Ensure you have a balanced diet, drink plenty of water and exercise regularly.</li> <li><input type="checkbox"/> Attend support circles to gain access to more resources for supports.</li> </ul>	

**Notes:**

Description	Guideline	Checklist	Action Taken
<p><b>Planning on Leaving</b></p> <p>If you are planning on leaving an abusive relationship and you need to leave right away.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Document situations where your safety is at risk.</li> <li><input type="checkbox"/> Leave money, an extra set of keys, extra clothes, and a copy of important documents with a trusted family member or friend.</li> <li><input type="checkbox"/> Open a private savings account.</li> <li><input type="checkbox"/> Develop and rehearse an escape plan.</li> <li><input type="checkbox"/> If you need a caregiver for health concerns, develop an emergency care plan.</li> <li><input type="checkbox"/> Inform neighbours that you are leaving the residence and call police if anyone is around.</li> <li><input type="checkbox"/> Set up a mail deferral.</li> <li><input type="checkbox"/> Ensure you have updated photos, personal information on yourself and children.</li> <li><input type="checkbox"/> Register your children with Child Find or other similar services. <a href="https://www.childfind.sk.ca/">https://www.childfind.sk.ca/</a></li> <li><input type="checkbox"/> Inform supervisors, schools, family and friends of the situation.</li> <li><input type="checkbox"/> Screen calls at work, home or school.</li> <li><input type="checkbox"/> Ask for security or other person to walk you to your car/bus.</li> <li><input type="checkbox"/> Use different stores or hours of shopping.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Birth certificates</li> <li><input type="checkbox"/> Social Insurance Card (SIN Card)</li> <li><input type="checkbox"/> Driver's licence and registration</li> <li><input type="checkbox"/> School and vaccination records</li> <li><input type="checkbox"/> Health Cards</li> <li><input type="checkbox"/> Passports</li> <li><input type="checkbox"/> Money</li> <li><input type="checkbox"/> Chequebook and Bankbooks</li> <li><input type="checkbox"/> Debit and Credit Cards</li> <li><input type="checkbox"/> Transit pass</li> <li><input type="checkbox"/> Keys – house/car/office</li> <li><input type="checkbox"/> Medications and prescriptions</li> <li><input type="checkbox"/> Court orders, protection orders and custody documentation</li> <li><input type="checkbox"/> Citizenship or immigration documents or Certificate of Indian Status</li> <li><input type="checkbox"/> Work permits</li> <li><input type="checkbox"/> Medical records</li> <li><input type="checkbox"/> Lease/rental agreement, house deed, mortgage papers</li> <li><input type="checkbox"/> Medical assistive devices (i.e. glasses, dentures, walkers, canes, hearing aids)</li> <li><input type="checkbox"/> Insurance papers (car, home, health)</li> <li><input type="checkbox"/> Address/telephone book</li> <li><input type="checkbox"/> Divorce papers, marriage certificate</li> <li><input type="checkbox"/> Children's favourite toys and/or blanket</li> <li><input type="checkbox"/> Pictures of abuser and children/ grandchildren</li> <li><input type="checkbox"/> Valuable or sentimental items such as jewellery</li> </ul>	
<p><b>Notes:</b></p>			

## Home Safety

Description	Guidelines	Checklist	Actions Taken
<p><b>What to do in case of a fire, flood or other safety situation in your home.</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Create an evacuation plan of your home with your family and practice it. A great resource can be found on the Canadian Red Cross website. <a href="https://www.redcross.ca/crc/documents/How-We-Help/Emergencies-and-Disasters-in-Canada/emergency-plan.pdf">https://www.redcross.ca/crc/documents/How-We-Help/Emergencies-and-Disasters-in-Canada/emergency-plan.pdf</a></li> <li><input type="checkbox"/> Make a gathering spot outside your home and ensure everyone knows where it is.</li> <li><input type="checkbox"/> Test your smoke alarms and CO2 detectors every six months.</li> <li><input type="checkbox"/> Consider becoming trained in First Aid and CPR.</li> <li><input type="checkbox"/> Have family members information written down, including phone numbers, health card numbers, driver's licence numbers, medical information, etc. Don't forget to include pets!</li> <li><input type="checkbox"/> Have emergency contacts written down including names, phone numbers, and addresses, etc.</li> <li><input type="checkbox"/> Create an Emergency Kit with your family.</li> </ul>	<p>Emergency Kit</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Drinking water</li> <li><input type="checkbox"/> Water for cleaning</li> <li><input type="checkbox"/> Food (non-perishable)</li> <li><input type="checkbox"/> Manual can opener</li> <li><input type="checkbox"/> Flashlight and batteries</li> <li><input type="checkbox"/> Radio and batteries</li> <li><input type="checkbox"/> First aid kit</li> <li><input type="checkbox"/> Extra cash</li> <li><input type="checkbox"/> Personal hygiene items</li> <li><input type="checkbox"/> Cell phone charger or battery pack</li> <li><input type="checkbox"/> Paper and Pens</li> <li><input type="checkbox"/> Whistle</li> <li><input type="checkbox"/> Copies of important documents, consider an encrypted USB (birth certificates, health cards, prescriptions, etc.)</li> <li><input type="checkbox"/> Pet supplies (food, medication, vaccine records)</li> <li><input type="checkbox"/> Necessities (medications, glasses, baby supplies, medical aids, etc.)</li> </ul>	<p>Additional Items to Consider</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Traditional medicines</li> <li><input type="checkbox"/> Traditional foods</li> <li><input type="checkbox"/> Change of clothing</li> <li><input type="checkbox"/> Plastic Sheeting/Tarp</li> <li><input type="checkbox"/> Scissors, pocketknife or multitool</li> <li><input type="checkbox"/> Hand sanitizer</li> <li><input type="checkbox"/> Garbage bags</li> <li><input type="checkbox"/> Toilet paper</li> <li><input type="checkbox"/> Duct tape</li> <li><input type="checkbox"/> Emergency blanket</li> <li><input type="checkbox"/> Toys, games, deck of cards, book</li> <li><input type="checkbox"/> Map</li> </ul>
<p><b>Notes:</b></p>			

## Workplace Safety

Description	Guidelines	Action Take
<p><b>What do you need to feel safe at work?</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Learn about safety policies and procedures including emergency plans, evacuation plans, etc.</li> <li><input type="checkbox"/> Ensure your workspace is clean and free of clutter.</li> <li><input type="checkbox"/> Use ergonomics at your workspace. Be sure to stretch and move around as much as possible.</li> <li><input type="checkbox"/> Know your rights as an employee and duties of your employer.</li> <li><input type="checkbox"/> Request additional training such as Mental Health First Aid, First Aid and CPR, or other personal development to increase your safety and the safety of others.</li> </ul>	