

# Safety Planning

Information for  
Women and  
Children  
Experiencing  
Family Violence

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# CHECKLIST

## What to take when you leave

### IDENTIFICATION

- Driver's License
- Children's Birth Certificates
- Your Birth Certificate
- Centrelink cards
- Medicare card

### FINANCIAL

- Bank account details
- Money
- Credit cards

### LEGAL DOCUMENTS

- Intervention Orders
- Family Law papers
- Passports
- Marriage Certificate
- Lease/rental contract
- Mortgage papers
- Medical records
- School records
- Car registration papers

### OTHER

- House and car keys
- Medication
- Jewellery
- Photographs
- Children's favourite toy
- Clothing
- Personal items
- Your current unpaid bills

# Technology Safety

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**Mobile Phones:** Turn off GPS and location settings.

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**Choose a passcode** on your phone that only you know.

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**Have a second, prepaid mobile** that only you know about.

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**Computers:** After browsing online, clear your search history and before logging off, make random searches on the web (shopping, movies, news). This will leave a recent and safe browser history.

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**Log off your computer** when you have finished using it.

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**Create an email that is private** that only you can access.

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**Change passwords regularly:** Use different passwords for different accounts and make sure that your browser does not remember your passwords.

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**On Social Media:** Consider your social media account and your 'Privacy' settings.

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**Consider your 'Location' settings** and cues on Social Media: Do you 'check in' to places? Do family or friends 'check you in'? Do photos you're tagged in, show where you are? If it is unsafe for your location to be known, tell people not to do this.

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**When looking for help online:** Use a safe computer, such as the local library computer, internet café or use a trusted family member or a friend's computer.

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## Safety At Work

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Tell someone at your workplace about your current situation

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Devise a safety plan for arriving and leaving work

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Travel different routes to work or have someone escort you to your car, bus or train.

## Safety When Planning To Leave

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Plan where to go. Options could include family, friends or Women's Refuge.

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Always try to take your children with you.

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Contact your local support agency who can provide support and keep their telephone number in a safe place. Choose a passcode on your phone that only you know.

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Review your safety plan with a support worker or police.

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Discuss a safety plan with your children for when you are not with them.

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Change your bank and postal arrangements – have mail sent to a safe address or mail box.

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Change your phone number.

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Inform your children's school who has permission to collect the children.

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Pack a small bag with spare keys, copies of important documents (passports, reports etc), clothes and money and leave with some one you trust.

**BE AWARE**  
**LEAVING CAN BE**  
**YOUR MOST**  
**DANGEROUS TIME**  
**BE PREPARED**  
**HAVE A SAFETY PLAN**

## Safety During An Incident

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Practice how to get out of your home safely. Identify which doors and windows would be best.

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Find a neighbour you can trust and ask them to call the police if they hear a disturbance coming from your home.

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Teach your children to call 000.

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Use your instincts to keep you and your children safe.

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Call the police as soon as it is safe to do so.

## Safety With An Intervention Order.

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Keep your Intervention Order with you at all times.

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Store a copy in a safe place or with someone you trust.

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Call the police if the other party breaches the order.

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Give a copy of your Intervention Order to your children's school.

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Police are required to investigate all reported incidents of family violence.

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If your circumstances change your intervention order can be varied.

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Ensure that your intervention order is current.



**Emergency  
Services  
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**Safe Steps 24hr Family  
Violence Response  
1800 015 188**

**Quantum Support Services  
1800 243 455 or (03) 5120 2000**

**Gippsland Community  
Legal Services  
1800 004 402**

**Gippsland Centre Against  
Sexual Assault  
(03) 5134 3922**

**AH 1800 806 292**

**Child Protection Crisis Line  
13 12 78**

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**Call 1800 243 455**

**[quantum.org.au](http://quantum.org.au)**

Email: [mail@quantum.org.au](mailto:mail@quantum.org.au)



*Quantum Support Services  
acknowledges the support of  
the Victorian Government*

Quantum Support  
Services is a Child  
Safe Organisation

