

**CHECKLIST – WHAT YOU NEED TO TAKE WHEN YOU LEAVE**

**IDENTIFICATION**

- \_\_\_ Driver's license
- \_\_\_ Child/ren's birth certificate
- \_\_\_ Social security cards
- \_\_\_ Welfare identification

**FINANCIAL**

- \_\_\_ Money and/or credit cards
- \_\_\_ Bank books
- \_\_\_ Checkbooks

**LEGAL PAPERS**

- \_\_\_ **Order of Protection**
- \_\_\_ Lease, rental agreement, house deed
- \_\_\_ Car registration/insurance verification
- \_\_\_ Health & life insurance verification
- \_\_\_ Medical records for you & children
- \_\_\_ School records
- \_\_\_ Work permit/green card/VISA
- \_\_\_ Passport
- \_\_\_ Divorce/Custody verification

**OTHER**

- \_\_\_ House & car keys
- \_\_\_ Medications/toiletries/diapers
- \_\_\_ Jewelry
- \_\_\_ Address book
- \_\_\_ Phone card
- \_\_\_ Pictures of you, children & abuser
- \_\_\_ Child/ren's small toys
- \_\_\_ Changes of clothes for you & children

Special thanks to Officer Pete Papacek of the Bloomington Police Department for his contributions.

**FOR MORE INFORMATION ABOUT YOUR OPTIONS AND LEGAL RIGHTS:**

Contact an advocate at your local shelter or court. The following list is a guide to services in your area.

**Battered Women's Shelter**  
(Countering Domestic Violence)  
Neville House – 24 hr – hotline  
(309) 827 – 7070

Domestic Violence Unit  
**(Orders of Protection)**  
(309) 888 – 5521

National Domestic Violence Hotline  
1-800 799 – SAFE (7233)

CDV services include:

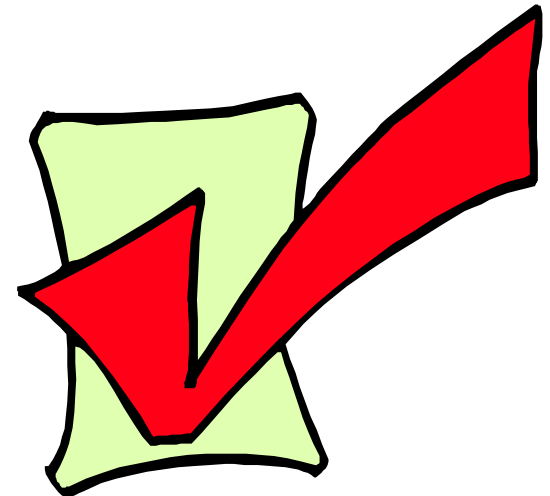
- 24 hr hotline
- Emergency shelter
- Domestic Violence Unit
- Outreach intervention
- Adult/Children support groups
- Community Education

**Police**  
Emergency: 911  
Bloomington: (309) 434-2301  
Normal: (309) 452-9535  
McLean County: (309) 888-5030  
ISU: (309) 438-8631

**McLean County State's Attorney's Office**  
(309) 888-5400

CDV/Neville House is a program of Mid-Central Community Action. Community Action is an agency of United Way of McLean County.

**PERSONAL SAFETY PLAN**



**YOU HAVE A RIGHT TO BE SAFE!!**

## I. SAFETY DURING AN EXPLOSIVE INCIDENT

- A. If an argument seems unavoidable, try to have it in a room or area where you have access to an exit. Try to stay away from the bathroom, kitchen, bedroom or anywhere else where weapons might be available.
- B. Practice how to get out of your home safely. Identify which doors, windows, elevator or stairwell would be best.
- C. Have a packed bag ready and keep it at a relative's or a friend's home in order to leave quickly.
- D. Identify one or more neighbors you can tell about the violence and ask that they call police if they hear a disturbance coming from your home.
- E. Devise a codeword to use with your children, family, friends and neighbors when you need the police.
- F. Decide and plan for where you will go if you have to leave home (even if you don't think you will need to).
- G. Use your own instincts and judgment. If the situation is very dangerous, consider giving the abuser what he wants to calm him down. You have the right to protect yourself until you are out of danger.
- H. Always remember – ***YOU DON'T DESERVE TO BE HIT OR THREATENED!!***

## II. SAFETY WHEN PREPARING TO LEAVE

- A. Open a savings account and/or credit card in your own name to start to establish or increase your independence. Think of other ways in which you can increase your independence.
- B. Get your own post office box. You can privately receive checks and letters to begin your independence.
- C. Leave money, an extra set of keys, copies of important documents, extra medicines and clothes with someone you trust so you can leave quickly.
- D. Determine who would be able to let you stay with them or lend you some money.
- E. Keep the shelter or hotline phone number close at hand and keep some change or a calling card on you at all times for emergency phone calls.
- F. ***REMEMBER LEAVING YOUR BATTERER IS THE MOST DANGEROUS TIME.*** Review your safety plan as often as possible in order to plan the safest way to leave your batterer.

## III. SAFETY IN YOUR OWN HOME

- A. Change the locks on your doors as soon as possible. Buy additional locks and safety devices to secure your windows.
- B. While inside your home or apartment, keep inside lights to a minimum. Be sure exterior lights are kept on. This way, anyone trying to look into your home will be unable to tell whether or not you are home.
- C. Keep curtains drawn and mini-blinds closed.
- D. Make sure that all windows and doors are locked. Also, if you have sliding glass doors, use a thick wooden dowel rod placed in the door track to prevent doors from being opened.
- E. Discuss a safety plan with your children for when you are not with them.
- F. Inform your neighbors and landlord that your partner no longer lives with you and that they should call the police if they see him near your home.

## IV. SAFETY WITH A PROTECTIVE ORDER

- A. Keep your protective order on you at all times. (When you change your purse – that should be the first thing that goes in it.) Give a copy to a trusted neighbor or family member.
- B. Call the police if your partner violates the protective order.
- C. Think of alternative ways to keep safe if the police do not respond right away.
- D. Inform family, friends, neighbors, your physician and your employer that you have a protective order in effect.

## V. SAFETY ON THE JOB AND IN PUBLIC

- A. Decide who at work you will inform of your situation. This should include office or building security. Provide a picture of your batterer if possible.
- B. Arrange to have an answering machine, caller ID, or a trusted friend or relative screen your calls if possible.
- C. Devise a safety plan for when you leave work. Have someone escort you to your car, bus or train and wait with you until you are safely on your way. Use a variety of routes to go home by if possible. Think about what you would do if something happened while going home.

## V. SAFETY ON THE JOB AND IN PUBLIC (CONT)

- D. When coming back from somewhere, drive around the neighborhood before getting out of your car. Look for anything that seems out of place (people, cars, etc.)
- E. When returning home, inspect the exterior of your house or apartment. Check your windows and doors. Check for any signs of a forced entry. If you think someone has broken into your home – drive or walk to a neighbor's house and call the police.

## VI. OTHER IMPORTANT TIPS

- A. Consider buying pepper gas. The kind that you will need to purchase is a 10% pepper gas laced with mace. While the pepper gas will disable someone, the spray laced with mace will give you the added time to run away or call police. A medium size can is best. Also, try to stay away from ones that come inside a leather case. This way, you won't have to worry about getting the snap undone. Last but not least – buy one that has a stream, ***not*** a mist. With a mist, you run the chance of it coming back into your face. Periodically check your spray.
- B. Also, consider purchasing a cellular phone. Keep the battery charged and carry it with you at all times. If you feel uneasy, you may punch in the numbers 911. Most cellular phones will keep that information stored. All you have to do next is hit the send button.

## VII. YOUR SAFETY & EMOTIONAL HEALTH

- A. If you are thinking of returning to a potentially abusive situation, discuss an alternative plan with someone you trust.
- B. If you have to communicate with your partner, determine the safest way to do so.
- C. Have positive thoughts about yourself and be assertive with others about your needs.
- D. Decide who you can call to talk freely and openly to give you the support you need.
- E. Plan to attend a women's or victim's support group for at least 2 weeks to gain support from others and learn more about yourself and the relationship.