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## **SAFETY PLAN CHECKLIST**

A safety plan is a personalized, practical tool that can help you stay safe while being stalked. It is not about "fixing" the stalker's behavior, but about reducing your risk and increasing your protection.

Here is a comprehensive checklist based on law enforcement and victim advocacy best practices.

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### **PERSONAL SAFETY & ROUTINE**

- Trust Your Instincts: If you feel you are being followed or watched, go to a public place, a police station, or a campus "Blue Light" phone immediately.
- The "One & Done" Rule: Explicitly tell the person once: *"Do not contact me again in any way."* After that, never respond again. Any response (even an angry one) reinforces the behavior.
- Vary Your Routes: Change the way you walk to class, where you park, and the times you arrive or leave work/campus.
- Safety in Numbers: Avoid walking alone, especially at night. Use the SWC Campus Police Escort Service if you feel unsafe walking to your car.
- Inform Your Circle: Tell trusted friends, instructors, and campus security. Provide a photo or description of the individual and their vehicle so they can help monitor your surroundings.

### **DIGITAL & TECHNOLOGY SAFETY**

- Lock Down Social Media: Set all accounts to private. Remove followers you do not know personally.
- Disable Location Services: Turn off GPS/Location sharing on apps like Snapchat (Ghost Mode), Instagram, and "Find My" (unless sharing with a trusted safety contact).
- Check Your Devices: Look for unfamiliar apps on your phone or devices you don't recognize logged into your Google/iCloud accounts.
- Search Yourself: Google your name to see what personal info (address, phone number) is public and request its removal from "people search" sites.

## **DOCUMENTATION (THE "EVIDENCE FOLDER")**

- [ ] Start a Stalking Log: Record every incident (Date, Time, Location, Witness, Description).
- [ ] Preserve Digital Evidence: Save all texts, emails, and voicemails. Take screenshots of social media posts, as they can be deleted by the stalker later.
- [ ] Store Safely: Keep a backup of your log and evidence in a secure place (a cloud drive with a new password, or a physical folder at a friend's house).
- [ ] Report Early: Even if you aren't ready to press charges, filing a "General Information" report with Campus Police creates a paper trail that is vital for future Restraining Orders.

## **HOME & WORKSPACE SAFETY**

- [ ] Secure Your Perimeter: Ensure all windows and doors are locked. Consider a video doorbell or interior security cameras.
- [ ] Privacy at Work/School: Ask your supervisor or the Title IX & EEO office if you can move your desk, change your campus phone number, or have your name removed from public online directories.
- [ ] Mail Safety: If you are receiving unwanted packages, do not open them. Handle them as little as possible to preserve evidence and give them to the police.

## **EMERGENCY ESSENTIALS**

- [ ] Program Emergency Numbers: Save (619) 216-6691 (SWC Police) in your favorites.
- [ ] Ready Your "Go-Bag": Keep a bag with extra keys, important documents, and cash in case you need to leave your home suddenly to stay with a friend or at a shelter.
- [ ] Know Your Safe Places: Identify 2–3 locations (a 24-hour business, a police station, or a friend's gated complex) where you can go if you are being followed.

## **CRUCIAL RESOURCES FOR SWC STUDENTS & STAFF**

- Campus Police: (619) 216-6691 (For immediate protection).
- SWC Title IX Office: (619) 482-6329 (For campus safety measures and No-Contact Orders).



- Personal Wellness (Confidential): (619) 421-6700 x5279
- National Stalking Hotline: Call or text 1-855-4-VICTIM (1-855-484-2846).