



Community Legal Information Association of PEI

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# Making a Safety Plan



**In violent or abusive  
relationships**

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902-892-0853 • 1-800-240-9798  
lia@cliapei.ca • www.cliapei.ca

It may not be safe to keep this booklet in your home. You may wish to ask a trusted family member or friend, or a worker from Victim Services or PEI Family Violence Prevention Services to keep it for you.

## **Making a Safety Plan**

A safety plan is a way for you to prepare ahead in case you face violence in an intimate relationship. It gives you the chance to think about what to do ahead of time and how to handle the situation.

Violent relationships can take many forms. For example, violent relationships may be between parents and their children, teen or adult children and their parents, between siblings, or between heterosexual or same-sex couples. Anyone can be a victim of violence.

No matter what your circumstances are, making a safety plan can help protect you and your children from violence.

Read through this booklet carefully and when you fill in the blanks, think carefully about your answers. When you provide an answer that involves someone else, remember to ask that person if they are willing to help you.

You may wish to contact Victim Services to ask if someone can help you fill out this booklet. You can reach Victim Services in Charlottetown at 902-368-4582 or in Summerside at 902-888-8218. Victim Services will work with both male and female victims.

You may wish to contact Anderson House Women's Shelter or an outreach worker with Family Violence Prevention Services (FVPS). Anderson House can be reached 24 hours a day toll free at 1-800-240-9894 or in Charlottetown at 902-892-0960. Although men cannot stay in the Shelter, FVPS staff can provide support, referrals and other assistance.

Family Violence Prevention Services' Outreach workers can be reached Monday to Friday during business hours at:

West Prince	902-859-8849
East Prince	902-436-0517
Eastern PEI	902-838-0795
Queens	902-566-1480 ext. 224

The staff at Victim Services and Family Violence Prevention Services offer a **confidential** service and are trained to work with people in violent relationships.



Making a Safety Plan ...

## **If you are living in a violent relationship**

People living in violent relationships are often able to see that there is a cycle to the violence. Things may be calm for a while and then the tension and anger build up. Family members may feel they are “walking on egg shells”. An argument may start. The violent partner may “explode” and become threatening or violent. This can be a very dangerous time and it is important to plan what you will do to keep yourself and your children safe.

If you are in a violent relationship and expect violence is about to happen, call 911 and get out of the house. Take your children.



## **My Safety Plan**

If an argument is developing, I will try to avoid places in the house where I may be trapped or where possible weapons are readily available such as the kitchen, bathroom or workshop. Bigger rooms with more than one exit may be safer. The places where I will go are:

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If I have to get out, what doors, windows, elevators or stairwells would I use? This is the route I will use:

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This is another route I can use:

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I can keep a bag of essentials like medications, medical cards, some money, an extra set of house or apartment keys, and car keys ready to grab and go quickly. A safe place I can leave it or keep it hidden is:

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I can tell a neighbour, friend, or family member about the violence and ask that they call 911 if they believe a violent incident is happening. The person I will tell is:

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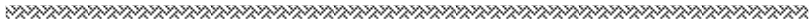
I can use a code word with my older children or trusted friends or family so they can call for help. My code word could be:

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I will visit police and talk to them about the violence in my relationship. I will ask them to open a file in my name.

A violent incident is very scary for a child. Talking to your children about safety and what they should do is important. During a violent incident you may not be able to protect your children, so it is important that you create a safety plan with them.

I can teach my children to pick a safe room to go to, preferably with a lock on the door, if violence is about to occur. I will show them how to lock the door. I won't leave my children unless I must go very quickly. This is important for possible custody issues later .



I know the best thing my children can do during a violent episode is to get away and protect themselves. If they see me being abused, I can tell them to get out of the house, to hide, or:



I can teach my children how and when to call 911 and what to say. The things children need to say when they call 911 are:

Full name:

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Civic Address:



What to say: ***“Call police, Mommy (or Daddy) is being hurt”*** (The police will call back after the child hangs up. In most areas of PEI, the police will also respond in person. )

**If you are living in a violent relationship**

If my children can't get to a phone in my house, I can talk to them about going somewhere else to get help. Other places to go for help could be:

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If the children have to leave the house, we can plan to meet at a safer place. Our safe meeting place will be:

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If I have to leave home quickly, I can go to a shelter, a hotel, friends or family. If I am planning to stay with friends or family, I will remember to ask if it's okay. My options are:

Where	Phone	How will I get there
<b>Anderson House</b> Charlottetown (women)	1-800-240-9894 902-892-0960	
<b>The Chief Mary            Bernard Memorial            Shelter</b> Lennox Island (women)	902-831-2332 1-855-297-2332	
<b>Bedford            MacDonald House</b> Charlottetown (men)	902-892-9242	
Motel/Hotel 1. 2.		
Friends 1. 2.		
Family 1. 2.		
Other		



**If you are living in a violent relationship**

You may be planning to leave your abusive partner while things are calm. Here are some actions you may want to consider.

I can gather together copies of important documents such as birth certificates, health cards, passport, and my partner's social insurance number. The person I will ask to keep these safe for me is:

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I can open a bank account in my name only to give me the freedom to leave. I may be able to save some money from the Child Tax Credit, the grocery money, or:

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I will remember to tell the bank not to send mail to my home address.

If I don't have transportation, the person I can ask for a ride is \_\_\_\_\_  
and their telephone number is \_\_\_\_\_.

I can also call Anderson House Women's Shelter toll free at 1-800-240-9894 or in Charlottetown at 902-892-0960, to help me make transportation arrangements.

It may not be safe to tell your partner you are leaving.

Anderson House works with the PEI Humane Society to help provide foster care for some pets or larger animals. I can call Anderson House at 1-800-240-9894 or in the Charlottetown area at 902-892-0960. Or I can ask a friend or neighbour to look after my animals. Plans for my animals can be:

Pet	Name of foster caretaker	Telephone

At this point, you may want to use community and government services.

I can get legal advice from a lawyer. If I don't have a lawyer, I can call Community Legal Information Association Lawyer Referral Service at 1-800-240-9798 or 902-892-0853 in Charlottetown. I can meet with a lawyer for a brief consultation at a modest fee.

I can call Family Legal Aid to see if I am eligible for a lawyer. The number in Charlottetown is 902-368-6656 and in Summerside it is 902-888-8066. I will ask if I can get a written visitation/custody agreement.

Victim Services in Charlottetown at 902-368-4582 or in Summerside at 902-888-8218 can provide me with information about the criminal justice system, short term counselling and emotional support, court preparation, help in preparing a victim impact statement, referrals to other services, assistance under the *Victims of Family Violence Act*, and financial information.

**If you are living in a violent relationship**

## **Things to consider if you are new to Canada**

If I am not fluent in English, I will ask

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to translate or help me find someone to talk to in my first language. The PEI Association for Newcomers to Canada (PEI ANC) may be able to help find a translator for my first language. There may be a fee charged for this service. The PEI ANC can be reached at 902-628-6009. I can ask about confidentiality.

I can call Anderson House Women's Shelter toll free at 1-800-240-9894 or in Charlottetown at 902-892-0960. They can help me access Multicultural Interpretation Services. This is a service that provides translation over the telephone in many languages.

If I am afraid my partner or ex-partner may try to take my children out of the country, I can call the Passport Office in Ottawa and put them on the Passport Control List. They will notify me if my partner or ex-partner applies for passports for my children. The number is 1-800-567-6868.

If my children are not Canadian, I can call their country's embassy or consulate to ask them to refuse to issue passports for my children. I can find Consulate and Embassy contact numbers on the Internet at <http://www.embassyworld.com>. If I don't have access to a computer, I can call the PEI ANC to see if someone can help me.

It is against the law to remove a child from Canada if he or she usually lives here and this removal means that one parent cannot exercise custody or access. Canada has signed an international agreement with many other countries that arranges to quickly return children to the other parent.

# Phone Safety

I will make sure my lawyer will not contact me at my home address. I can ask the lawyer to:

- call a friend or family member and leave a message for me to call back
- use Call Block \*67 so their number does not appear on my call display.

I can keep change with me for phone calls at all times. I will not use a telephone credit card. I can use a pay phone, a friend's phone or a friend's calling card. I can tell anyone who may want to call me how to use Call Block \*67.

I can keep my cell phone charged.

I may be able to get a cell phone from Victim Services, Anderson House, or most police departments that can be used to call 911 only.

Just before I leave, I will consider clearing my phone of the last number I called so it can't be re-dialed.



## Computer & Internet Safety

Using email and finding resources on the Internet can put you at risk for harm. Your activities could be monitored by your partner or ex-partner.



Monitoring another person's activity on the Internet is not difficult. Internet browsers record a history of recently visited web sites. Your safety could be jeopardized if your partner or ex-partner checks your Internet history. It may be safer to get information on the Internet from a computer your partner or ex-partner can't access. Pressing control (Ctrl) and the letter H at the same time (Ctrl + H) will bring up your internet history so you can delete it.

I can use a web-based email service, like Yahoo, Gmail or Hotmail. These are accessible only with a password.

I can use passwords that are not easy to guess. Easily guessed passwords include your birthday, your child's birthday, your maiden name. I can make sure the box "remember my username" or "remember my password" is not checked.

I can delete emails from the sent box and also delete the trash box in my email program. I know there is a chance that messages can still be recovered from my internet service provider.

If my partner or ex-partner sends me harassing emails, I can save them as evidence. If my partner or ex-partner is making email threats against me, I will call the police.

I can keep all personal files on a disk or memory stick and hide it.

In email correspondence, I can avoid emailing information that my partner or ex-partner may be able to use against me. For example, I won't make threats like "I'm taking the kids and s/he'll never see them again!"

I will disable the Webcam. A Webcam is a video camera that hooks into the computer, and allows video or a succession of still images to be instantly transmitted to other people through the internet. Many laptops and newer computers come with a built-in Webcam. I will call the company that made my computer and ask how to disable it. This way no one can watch me without my knowledge.

I can empty my "Recycle Bin" before shutting down the computer, to make sure that all deleted files have left the computer. Someone who knows a lot about computers may be able to recover deleted files from the computer hard drive.

There are many security issues related to computers and the internet. I can use a firewall and keep my anti-virus, operating system, and internet browser program updated to ensure I am better protected against malicious programs such as keyloggers.

## What I need to take when I leave

- Medication for me and my children
- Keys: house, car, office
- Money, my credit cards
- Health cards, vaccination records for me and my children
- Cheque books, bank books, my debit cards
- Children's favourite toys, blankets, books
- Marriage, divorce or separation papers
- Work permits such as a green card
- Passport, immigration papers
- First Nation Status Cards for me and my children
- Social Insurance card and my partner or ex-partners' social insurance number (social insurance numbers can be used to help locate people for child support or serving a court document)
- Driver's license and registration
- Address book
- Pictures, photos
- EPO, Court Orders
- Lease, mortgage, insurance papers
- Hearing aids, eye glasses, mobility aids
- Change of clothes
- Charged cell phone
- Anything else that is important to me

I can take out half the funds from any joint bank account and deposit it in an account in my name. I know that the money can be considered when we do a division of property later.

Making a Safety Plan ...

## **After you leave a violent relationship**

One of the most dangerous times for a victim of family violence can be after they leave their partner. It is important to have a safety plan for your new home in case your abuser shows up there.

The legal system can help protect you from an abusive partner. There are a number of court orders that can restrict one person's contact with another. Some of these orders are called Emergency Protection Orders, Victim Assistance Orders, Restraining Orders, Undertakings, or Peace Bonds. You can get some orders on your own. For others, you need to have the help of Victim Services, police or a lawyer to get an order.

Court orders are available through the criminal law system in Provincial Court and Supreme Court, and through the family law system in Supreme Court. You can learn more from *Court Orders for Your Protection*, a publication by Community Legal Information Association. It is available on the website [www.cliapei.ca](http://www.cliapei.ca), or by calling 1-800-240-9798 or 902-892-0853.

An Emergency Protection Order or a Victim Assistance Order may allow you to stay in your own home. Your violent partner may have to leave the home. You can ask police or Victim Services to help you get an Emergency Protection Order (EPO) or Victim Assistance Order (VAO).



## After you leave a violent relationship

Some of the things I can ask to have included in my court order are that my partner or ex-partner:

- Have no contact with me or my family members
- Stay away from my workplace
- Not terminate basic services of utilities (basic telephone, electrical, water / sewer)
- Continue to make rent or mortgage payments

Others things I will ask to have included are:

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(for example: use of the car or access to medical cards)

If my partner or ex-partner destroys my court order, I can get another copy from Victim Services or the police.

It is a good idea to carry your order with you at all times. Police can also get the order on their computer system. You need to contact police when the court order has been violated.

A no-contact clause in my court order means that me or my partner or ex-partner can be charged if we contact each other. If I need to discuss anything with my partner or ex-partner, how can I do this without breaching the order?

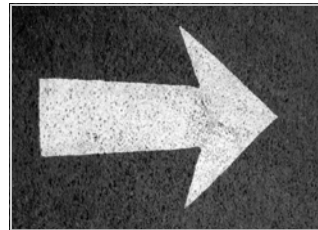
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I will call police any time the order is breached and keep a record of the incidents. I can use this chart to record any breaches.

## Keep track of any breaches



**After you leave a violent relationship**

<b>Reported</b>			
<b>Witnesses</b>			
<b>Incident</b>			
<b>Date</b>			

If I move to a new place I will check to see that it has:

- a well-lit entrance
- locks on all doors and windows
- deadbolts on the doors, if possible. (Ask the landlord if deadbolts can be installed).

I can tell my children to call 911 if my ex-partner shows up.

If I move I will notify local police, give them my new location, and tell them of the court order and my ex-partner's history of violent behaviour.

I can give a list of people who can pick my children up to daycares, sitters, and my children's schools. The people who have my permission to pick up my children are:

<b>Name</b>	<b>Phone Number</b>	<b>Relationship</b>

### **After you leave a violent relationship**

I can get to know my neighbours and decide whom I can trust to talk with about my situation. I can ask a trusted neighbour to call 911 if they suspect I am in danger or if they see my ex-partner around my place. I will ask:

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

If I feel comfortable, I can show trusted neighbours a photograph of my ex-partner and let them know what kind of vehicle he or she drives.

### **Custody and Access Arrangements**

If my ex-partner is allowed visitation, I can ask for it to be supervised.

For safety reasons, I can drop my children off with my ex-partner and pick them up in a public place. This public place can be:

\_\_\_\_\_ or

\_\_\_\_\_

I can also ask someone my ex-partner and I agree on to drop off and pick up the children. The person I will ask is:

\_\_\_\_\_

I can tell service providers not to give out my phone number, address, or appointment times. The places I will contact are:

Place	Phone Number	Contacted
Bank		
Doctor		
Dentist		

Making a Safety Plan ...

## For at work or in public places

Who will I tell at work about my situation and what will I tell them?

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If my ex-partner shows up at work, I will ask

\_\_\_\_\_ or  
\_\_\_\_\_ to call 911.

Is it possible for someone at work to screen my calls? If possible, whom can I ask to do this?

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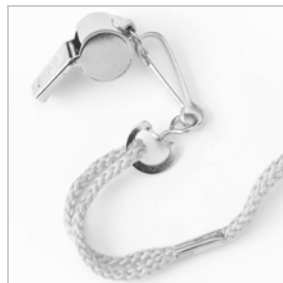
If I am being followed by my ex-partner while I am driving, I can drive to the nearest police station. If I am being followed while I am walking, I can go into a store and call 911.

Before I get in my car, I will look in the back seat to be sure it is empty.



When I go out, I will go with friends I feel safe with. Some people I feel safe with are:

Name	Phone Number



I can buy a whistle or a special personal alarm to call attention to myself if I'm being harassed. I can get a whistle at a sporting goods store and I can ask Victim Services about an alarm.



Making a Safety Plan ...

## Further Safety Planning

Everyone's situation is different. You may have safety concerns that are not covered in this booklet. In the space provided below, you can write out your safety concerns and how you will address them.

Safety Concern	My Safety Plan

# Important Numbers

## Emergencies

**911**

Emergencies are defined as:

- Any crime in progress (break & enter, robbery, etc)
- Any situation where people or property are at risk (assault, fire, children on ice, etc)
- Any medical emergency (heart attack, accidental poisoning, etc)

If you need to report an emergency – dial 9-1-1. Stay on the line, stay calm and explain the emergency, as well as the full civic address where the emergency is occurring. The address and telephone number from which you are calling is automatically displayed to the operator when calling from a landline phone. The 911 Operator will determine what you are reporting and then transfer you to the appropriate Emergency Service. Stay on the line until you are told to hang up.

If you do not have an immediate emergency, call police at the following numbers.

### **Municipal Police**

Charlottetown Police Department	902-629-4172
Summerside Police Department	902-432-1201
Kensington Police Department	902-836-4499

# Emergencies

911

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## Municipal Police

Charlottetown Police Department	902-629-4172
Summerside Police Department	902-432-1201
Kensington Police Department	902-836-4499

## RCMP Detachments

Charlottetown RCMP	902-368-9300
(after hours)	902-566-1112

Summerside RCMP	902-436-9300
Alberton RCMP	902-853-9300
Montague RCMP	902-838-9300
Souris RCMP	902-687-9300

### **Family Violence Prevention Services Inc**

Anderson House (24-hour crisis line)

Provides 24-hour service for physically and emotionally abused women and their children. Emergency shelter, food and clothing; crisis telephone service; counselling, emotional support, information and referral. Wheelchair accessible.

1-800-240-9894 or 902-892-0960

#### Outreach Services

Outreach Support Services are services available for women and their dependent children in Queens, West Prince, East Prince and Eastern PEI. Services include: crisis support and information, follow-up confidential support, information about other services available in the community, advocacy/ accompaniment (when appropriate) with agencies and organizations, assistance in arranging emergency shelter for women and their children, and support groups.

West Prince	902-859-8849
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East Prince	902-436-0517
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Eastern PEI	902-838-0795
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Queens	902-566-1480
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ex. 224

### **Chief Mary Bernard Memorial Women's Shelter**

Provides safe and supportive housing on Lennox Island to both aboriginal and non-aboriginal women and their children

who are experiencing family violence.

(24-hour crisis line)

902-831-2332

1-855-297-2332

### **PEI Rape and Sexual Assault Centre**

Provides 24-hour crisis line for victims of rape and sexual assault including incest and spousal rape. Trained volunteers answer calls and provide information, advocacy and support. Provides counselling to both male and female victims of rape and sexual assault.

Main office            1-866-566-1864 or 902-566-1864

Therapist office      1-888-368-8055 or 902-368-8055

### **Child Abuse Line**

Provides child protection services for abused children. After-hours calls concerning child abuse are screened and, if necessary, referred to workers on call across PEI. PEI requires mandatory reporting of the abuse or suspected abuse or neglect of children. Abuse includes the child being exposed to family violence.

Weekdays            1-877-341-3101 or 902-368-5330

After Hours            1-800-341-6868 or 902-368-6868

### **Island Help Line**

24-hour free, bilingual, confidential telephone service for all Islanders. Provides information, support, crisis counselling

on family matters, child abuse, alcohol and drugs, parenting and suicide. 1-800-218-2885

### **Adults in Need of Protection**

The Adult Protection Program provides help or intervention to vulnerable adults who are unable to protect themselves from abuse or neglect. For more information, call Home Care and Support:

Charlottetown	902-368-4790
Montague	902-838-0786
O’Leary	902-859-8730
Souris	902-687-7096
Summerside	902-888-8440

### **Victim Services of Prince Edward Island**

Assists victims of crime across the province. Victim Services provides victims with information about the criminal justice system, short term counselling and emotional support, court preparation, help in preparing a victim impact statement, referrals to other services, and assistance under the *Victims of Family Violence Act*.

Charlottetown	902-368-4582
Summerside	902-888-8218

### **Community Legal Information Association**

Provides legal information, referrals, publications on legal topics in both official languages, and public speakers,

workshops and presentations on legal topics. The inquiry line is confidential and you do not need to give your name.

1-800-240-9798 or 902-892-0853

**Lawyer Referral Service**

Island lawyers volunteer to provide brief consultations with people who need legal advice. There is a modest fee for this service.

1-800-240-9798 or 902-892-0853

**Family Legal Aid**

Services to low-income clients in family law matters concerning children. Victims of family violence are a priority.

Charlottetown  
Summerside

902-368-6656  
902-888-8066



This pamphlet has been prepared and published by Community Legal Information Association of Prince Edward Island, Inc. (CLIA). It contains general information only. It does not contain a complete statement of the law in this area and it does not provide legal advice.

To obtain legal advice, contact a lawyer. If you don't know a lawyer, call the Lawyer Referral Service at 902-892-0853 or 1-800-240-9798 toll-free. The Lawyer Referral Service provides a brief consultation with a lawyer for a modest fee. As changes in the law occur, the information in this pamphlet may go out of date.



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For more information, you can telephone CLIA at 902-892-0853 or 1-800-240-9798, visit our website at [www.cliapei.ca](http://www.cliapei.ca) or email us at [clia@cliapei.ca](mailto:clia@cliapei.ca). You can also find us at: [www.facebook.com/CLIAPEI](http://www.facebook.com/CLIAPEI), [www.twitter.com/CLIAPEI](http://www.twitter.com/CLIAPEI) and [www.youtube.com/CLIAPEI](http://www.youtube.com/CLIAPEI).

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