

WORKPLACE PERSONAL SAFETY PLAN



**FOR VICTIMS OF
DOMESTIC ABUSE**

WWW.D-A-B-S.CO.UK

DOMESTIC ABUSE
PERSONAL SAFETY PLAN – AT WORK

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PERSONAL SAFETY PLAN – AT WORK

This safety plan makes the presumption that you have made your employer aware, that you are suffering from domestic abuse, think that you may be suffering from domestic abuse, or are in a situation whereby your partners behaviour, is affecting your homelife and/or workplace performance, in a negative way.

It's difficult to create a plan like this, without it seeming "alarmist." However, it's absolutely essential, if you are in a domestic abuse situation, that you plan to keep yourself safe at work. 75% of people suffering from domestic abuse are targeted by their abuser within the workplace.

Please note that the following information is not exhaustive and does not guarantee your safety.

A workplace safety plan sets out specific actions that can be taken to help keep you, the workplace and all employees, safe from threats of domestic abuse.

In an emergency the single most important factor is your physical safety and the safety of those around you.

Every person's situation is different, so you may need to take all, or only some of the steps, recommended in this plan. However, everything should be planned in conjunction with your employer.

Remember, this is a personal safety plan for your work environment only. We do provide a separate personal safety plan for when you're at home, however, no plan can ever "guarantee" your safety.

Remember - In an emergency, always call 999. If for some reason, you cannot speak to the emergency operator, press 55 when prompted and the police will respond.

Your employer has a legal obligation to protect and support you at work and this extends to staff working from home.

LEGAL OBLIGATIONS OF YOUR EMPLOYER

There are four main areas of health and safety law, relevant to violence and domestic abuse at work;

1. Health and Safety at Work Act 1974.
2. The Management of Health and Safety at Work Regulations 1992.
3. The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.
4. The Health and Safety (Consultation with Employees) Regulations 1996.

An effective work place policy on domestic abuse can ensure that employers are complying with these laws.

If you are in any doubt about health and safety policy, you should refer to your health and safety representative.

YOUR EMPLOYER CAN/SHOULD:

- Should - Provide a safe and supportive environment for you to disclose your domestic abuse.
- Should - Establish clear communication procedures for you to report a threat at work.
- Can – With your permission, pass on your perpetrator's photo or physical description to reception, security, and/or staff working nearby.
- Can – With your permission, screen your calls to reduce harassment, or provide you with a phone that has caller identification. Another employee could record your voice mail greeting.
- If you are still living with your abuser, consider giving your employer an emergency contact telephone number, other than your abusers, in case you are late or absent from work.

- Should – Provide you with a parking spot near the building entrance to increase your sense of security.
- Should – If you wish, consider relocating you to another worksite.
- Should - Consider relocating you to another workstation away from windows and doors, or away from the place where your abuser would expect to find you.
- Should - Get in touch with the local, Police Community Safety Unit, so they can ensure a speedy response to an emergency call, from your work address.
- Can - Arrange for a colleague to escort you to and from your vehicle, or public transport at the beginning and end of each work day.

IMPORTANT NOTE:

Your escort must be fully briefed on the situation and any potential threats involved. They must also be clear on their actions, should an incident take place whilst escorting you. Escorts should never put themselves in danger and should never attempt to intervene. They should “break away” from any incident and raise the alarm by contacting the emergency services first and then company security or reception.

COURT ORDERS

Victims of domestic abuse can be eligible for legal aid, speak to your local citizens advice or go to:

www.gov.uk/check-legal-aid

<https://www.citizensadvice.org.uk/family/gender-violence/domestic-violence-and-abuse/>

The local courts can grant a non-molestation or occupation order, commonly known as an injunction. This legally orders the abuser not to contact you in an aggressive way either directly or through another person. It also means they have to stay away from your home. Your solicitor can help you put an order in place.

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If the court grants an injunction, remember to:

- Keep your injunction with you at all times.
- Call the police if your ex-partner breaks the injunction.
- If you have a solicitor let them know if your partner breaks the injunction.
- Think of ways to keep safe if the police do not respond right away.
- Inform family, friends, neighbours, your doctor or health care worker **and your employer**, that you have an injunction.
- Keep a detailed log of what is happening to you. Place, date, time, who the incident involved and what happened.
- Remember - Leaving your abuser can be the most dangerous time, so you should review your safety plan with your employer and the relevant domestic abuse agency that is supporting you, as often as required.

OTHER SAFETY TIPS

- **Situational Awareness** - Simply put, situational awareness is being aware of your surroundings. More specifically, in the context of personal safety, it refers to a mindset that allows a person to notice potential threat scenarios in time to react accordingly.
- **Limit your distractions** - If you're walking through a deserted carpark, is it really necessary to send a text at that moment? If you're focused solely on your phone and checking your email, you're not going to notice if something, or someone, looks out of place.
- If you're inside a car with the perpetrator, do not try and get out unless it's safe to do so.
- If you're driving and the perpetrator is following you, drive to the nearest police station, or to a public area that you know is covered by CCTV, such as a 24-hour petrol station, where you can also ask for assistance.

- When parking your car, ensure that it's in a safe area (well lit, covered by CCTV)
- If you use public transport, sit closest to the driver/exit if possible.
- Public areas do not guarantee safety, so shop at different supermarkets and shopping centres, at different hours, than you did when you were with your abuser. Or consider online shopping.
- Likewise, use a different bank and bank at different hours than you did when you were with your abuser. Or consider online banking.
- Change any regular appointments that your abuser knows about.
- Alter your routines as much as possible.
- Carry a personal attack alarm. These are cheap and easy to buy.
- Never trust a door chain lock. Whether in a hotel or at home, never rely on door chain locks for safety. Even amateurs can often undermine them in seconds.
- Some "experts" will suggest carrying car keys and placing them between your fingers. However, this can give you a false sense of security and you should remember this; if you're in a position to strike out with keys, you are already too close to the assailant.
- Never set your smart phone tracking device, or sat nav, to your exact home or work address. Always use an address nearby. This will prevent anyone finding you, should your phone, or sat nav be lost or stolen. (See additional information on how you can be tracked by your phone).
- Likewise, do not leave documents in your car that can lead someone back to your home or workplace.

- **This is a big one** – NEVER accept friend requests from anyone on social media unless you know exactly who they are. Have your privacy settings set to friends only and think before you post, especially if it involves telling people where you are going and what you are doing.
- Unfortunately, arson has been used several times against ex partners, so keep a fire extinguisher, upstairs at home. **Dry powder** can be used on the widest range of fires in the home. It is safe to use on textiles, wood, flammable liquids/gases and electrical fires. However, it cannot be used on kitchen fires involving cooking fats and oils.
- If you or your children are using any item that is connected to the internet, such as a mobile phone, or your car has an inbuilt connection to the internet, you can be tracked and hacked. It is essential that you check the settings and passwords on all of your devices and the devices of your children, especially if your ex-partner ever had access. You can find more details here:
<https://serocu.police.uk/cyber-domestic-abuse/>
If you are not a resident in Hampshire, please contact your local Police Force.
<https://www.ceop.police.uk/safety-centre/>
<https://www.internetmatters.org/>

DABS
DOMESTIC ABUSE
BUSINESS SUPPORT
EQUALITY - INCLUSION - EMPATHY

DIGITAL SAFEGUARDING



AID116

Considerations to help protect victims of online stalking and domestic abuse.

Historic factors

- ⦿ Does the perpetrator want to show the victim that they have some knowledge of their life and movements?
If so, how?
- ⦿ From what platforms does it appear they have gleaned information about the victim?
- ⦿ Do they know about other conversations the victim has had with other people online?

Perpetrator's knowledge and capabilities

- ⦿ What IT knowledge does the perpetrator have?
- ⦿ Do they have access to the IT that the victim uses in their home (*e.g. internet provider*)?
- ⦿ Do they still (or have they had) access to any IT device that the victim, their relatives or children still use?
(*This might include routers, mobile phones, tablets, laptops and PCs.*)
- ⦿ Do they have knowledge of the passwords, social media accounts, email addresses, platforms, numbers and any other individuals living with the victim (*especially those of any children*)?

DIGITAL SAFEGUARDING



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Specialist knowledge or opportunity

- 🎯 Who does the perpetrator work for?
- 🎯 Does this job give them access to 'insider privilege'?
For example, do they work for a mobile phone provider, communications company or internet service provider?
- 🎯 Do they work for the IT department for the victim's employer?
- 🎯 Do they have the programming skills to create mobile phone apps?
- 🎯 Do they have the funds and/or the motivation to purchase private investigation skills from hackers /social engineers?

There is no one-size-fits-all advice to protect victims of stalking and domestic abuse. Be adaptable and flexible and take account of all the circumstances.

Appropriate safeguarding and protection will depend on the victim's lifestyle as well as the knowledge, tools, and tactics of the perpetrator.

Always signpost them to other help and support.

Have you identified any additional crimes which need to be recorded and investigated?

Finally, I want to finish with a military quote:

“No plan, survives first contact with the enemy.”

In other words, expect the unexpected and be prepared to be flexible in your response to a threat.

I am living proof, that there is a better life away from your abuser. You can do this and live a long and happy life.

Stay safe and the best of luck.

Robert Wells. DABS founder.

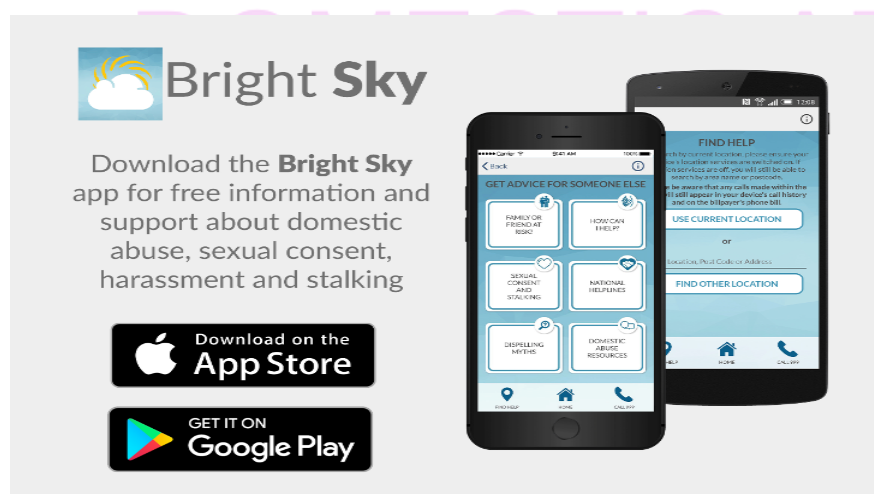
RESOURCES

Remember - In an emergency, always call 999. If for some reason, you cannot speak to the emergency operator, press 55 when prompted and the police will respond.

Bright Sky is a free to download mobile app, providing support and information to anyone who may be in an abusive relationship or those concerned about someone they know.

The app is also designed to be used by specialist and non-specialist practitioners and other employers, and for anyone looking for information about issues around domestic abuse such as online safety, stalking and harassment and sexual consent.

You should only add this to your phone if it is safe to do so.



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Your company should consider listing its employee support in this document, we can add it for you.

Mankind

Helpline: 01823 334244
mankind.org.uk

The Mankind Initiative supports male victims of domestic violence, though **it helps all callers regardless of sex, race or sexual orientation.** There is also a referral system for single men or men with children fleeing from domestic violence.

National Domestic Violence helpline

The National Domestic Violence Helpline is a freephone 24-hour helpline which provides advice and support to women and can refer them to emergency accommodation.

The National Domestic Violence Helpline is run by Refuge.

There are translation facilities if your first language is not English. The Helpline also offers BT Type talk for callers with hearing difficulties. The Helpline worker contacts the Type talk operator so that the caller can communicate through them.

Telephone: 0808 200 0247 (24 hours)

Website: **www.nationaldomesticviolencehelpline.org.uk**

The National LGBT Domestic Abuse Helpline

Freephone: 0800 999 5428

<http://www.galop.org.uk/domesticabuse/>

Our National Lesbian, Gay, Bisexual and Trans (LGBT) Domestic Violence Helpline provides confidential support to all members of the LGBT communities, their family, friends, and agencies supporting them. The helpline is run by trained LGBT people and provides a space where you can talk through what is going on, and explore your options.

Men's Advice Line

Helpline: 0808 801 0327

mensadvice.org.uk

Monday and Wednesday, 9am to 10pm

Offers advice, information and listening support for men with experience of domestic abuse. Includes help for men in same-sex and heterosexual relationships

Refuge

Their helpline offers advice and support to women experiencing domestic violence.

Refuge also provide safe, emergency accommodation through a network of refuges throughout the UK, including culturally-specific services for women from minority ethnic communities and cultures.

Their website also includes some information for men who are either being abused or who are abusers.

Telephone: 0808 200 0247 (24 hours)

Email: **info@refuge.org.uk**

Website: **www.refuge.org.uk**

Women's Aid

The Women's Aid website provides a wide range of resources to help women and young people.

They also run a website to support to children and teenagers who may be living in a home affected by domestic violence, or who may be in a violent relationship themselves.

Telephone: 0808 200 0247 (24 hours)

Email: **helpline@womensaid.org.uk**

Website: **www.womensaid.org.uk**

AMIS - Abused Men in Scotland (Mon-Fri 9-4)

Helpline: 0800 800 0024

abusedmeninscotland.org

We support men who are experiencing or who have experienced domestic abuse and also to offer advice to those concerned about the position of such men and their children. We work with any man over 16 concerned about domestic abuse, regardless of sexuality, transgender status or history, age, dis/ability, religion, race, nationality or ethnic origin and promote full recognition for male victims of domestic abuse and their affected children. We also promote specialist services to help relieve the isolation, distress and hardship faced by male victims and enable men and their children to recover from domestic abuse.

Scotland's Domestic Abuse and Forced Marriage Helpline

Helpline number: 0800 027 1234

sdafmh.org.uk

Scotland's Domestic Abuse and Forced Marriage helpline is open 24 hours a day, 7 days a week, 365 days a year. We support anyone in Scotland who has experienced, or is at risk of experiencing domestic abuse or forced marriage, as well as those concerned about someone, they know experiencing these. We can discuss your options and provide contact details to relevant support agencies. We will help you regardless of age, disability, sexual orientation, gender, nationality or background. If English is not your first language, we can speak to you through a confidential translation service.

The Dyn Project

Helpline: 0808 801 0321

dynwales.org

The Safer Wales Dyn Helpline provides free confidential support to all men who experience domestic abuse in Wales. We can provide: Information on services available in your area. Help in developing a personalised safety plan. Support in accessing other services and organisations. Someone to listen without judging.

Men's Aid

Helpline: 0871 223 9986 (8am to 8pm daily)

mensaid.co.uk

Provides free practical advice and support to men who have been abused.

Men's Advisory Project (Northern Ireland)

Belfast – (028)90241929

Foyle – (028)71160001

MAP exists to provide counselling services for men experiencing domestic abuse. We can provide support and facilitate you to understand your options and make your own choices and decisions.

www.mapni.co.uk

Respect

Helpline for Male Victims of Domestic Violence: 0808 801 0327

Helpline for Domestic Violence Perpetrators: 0808 802 4040

respect.uk.net

Armed Forces Domestic Abuse Support

Advice and guidance for members of the armed forces community who are affected by domestic abuse.

www.gov.uk/mod/domestic-abuse-support-for-the-armed-forces

For Information for veterans and their families.

www.domesticabusearmedforces.co.uk

Aurora New Dawn Armed Forces Advocate

Support for serving armed forces personnel and their families experiencing domestic abuse, sexual abuse and / or stalking.

Telephone: 07496 333473

Email:

MOD Military Mental Health Helpline

0800 323 4444

Army Welfare Service

Personal Support (PS) Staff provide accessible, independent, confidential and professional specialist welfare services to soldiers and their families with any personal or family difficulty.

For the Intake and Assessment Team

Telephone 01904 882053

Aldershot Office: Telephone 01252 349900

Worthy Down: Telephone 01962 886989

Alcoholics Anonymous

www.alcoholics-anonymous.org.uk

Call our National Helpline

FREE on

0800 9177 650

help@aamail.org

Drug addiction: getting help - NHS

www.nhs.uk

The Samaritans

National helpline: 116 123

Email:

Website: www.samaritans.org



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