

# Safety Tips *safety fest* 2011

➤ **Remember:**

- Remain calm, bring a soothing presence to the situation
- Stay in good communication
- It's OK to ask for help, not have the answers
- It's OK to ask people to step out
- Facilitators and volunteers – decide together what your signal will be in case one of you needs support during the event

➤ **If emotional stuff is coming up for someone:**

- Provide privacy (i.e. do you want to chat for a minute outside?)
- Practice active listening, (i.e. how are you feeling? I hear that you're feeling \_\_\_\_\_.)
- Being present is supportive in itself (i.e. be present with their silence or overwhelm; no need to fill the space with words or suggestions)
- Acknowledge impact (i.e. this is heavy stuff, and it makes sense that stuff is coming up for you.)
- Ask what they need (i.e. is there anything you need?)
- Help create options if they want (i.e. would you like some help figuring out what to do? Brainstorm possibilities: take a walk, get a drink of water, call a friend, head home, go back inside, etc.)
- Remind participants about the Healing Justice Practice Space as a place to go to relax and retreat

➤ **If someone is disrupting the event or acting oppressively**

- Remind people of agreements (i.e. one of our agreements is to respect each other, everyone gets to have their perspective)
- Set limits (i.e. I want to make sure we respect everyone's time and keep the focus on the topic—it would be great to talk more about that after the workshop/event)
- If necessary, ask to talk outside (i.e. can we chat outside for a minute? Make sure to let someone know)
- If necessary, ask them to step-out the event (i.e. I'm gonna ask you to step out so we can continue with the event.) Ask for support from planners if you need it!
- If threatening, ask for help from facilitator/volunteer/attendee (i.e. do you mind coming with me?)
- Offer follow-up with CUAV (i.e. we definitely want to hear your feedback— if you'd like, I can get your info so CUAV can follow up or give you CUAV's info so you can follow-up.)

➤ **Sample group agreements:**

- Respect the space
- Respect the facilitation
- Respect each other
- Take care of your needs (bathroom, take a break, ask for help, etc.)