

GUIDE TO CREATING A FAMILY PREPAREDNESS PLAN

Regardless of immigration status, every family should have a Family Preparedness Plan to protect your children, finances and home.



While our hope is that you never have to use your plan, in a time of elevated immigration enforcement and risk, it is good practice to have a plan like this.

Know Your Rights

Everybody – both documented and undocumented – has a set of basic rights under the U.S. Constitution. You have the right to remain silent, speak with an attorney, and deny any ICE or law enforcement officer entry into your home, unless they have a *valid* warrant with your correct name and address on it.

CREATING YOUR FAMILY PREPAREDNESS PLAN



Step 1: Make a Child Care Plan

- Find a responsible person that you trust and that your child knows and is comfortable around. Ideally, this will be someone with lawful immigration status.
- Make sure this person knows they will be listed as an emergency contact and knows how to access all of your important documents and information.
- Memorize and have your child memorize this person's phone number.

Step 2: Put a Child Care Plan in Place

- Once you have identified and come to an agreement with the person who would care for your child, begin to put a plan in place.
- Create a legal arrangement for your child to be taken care of by your designated caregiver, in case you are no longer able to.

Step 3: Create a file of Important Documents

- Gather important documents that your designated caregiver would need to care for your child in your absence. This includes documents about your child's school, medical history, and contact information. (See the "Important Documents" list below)



Step 4: Talk to your child about the plan

- Without worrying them, let your child know who will pick them up from school and care for them if you are unable to. Reassure them that they will be taken care of, even for a short period of time, until you are able to do so again.

Step 5: Update Emergency Contact Information at Your Child's School

- Provide your designated caregiver's contact information at your child's school or daycare provider.

IMPORTANT DOCUMENTS



Create a file with these documents and make sure your designated caregiver has easy access to them:

- Child's Passport
- Birth Certificates
- Restraining orders you may have against anyone (if applicable)
- A-number and any other immigration document (work permit, green card, visa, etc)
- Documents demonstrating US residence and duration of residence
- Driver's License and/or other ID cards
- Social Security card or ITIN number
- Registry of birth (for U.S. born children registered in parent's home country)

OTHER THINGS TO CONSIDER AND PLAN FOR



- Have a trusted person take care of any personal household items and pets while you are away.
- Make a legal plan for a trusted person to take care of your finances and/or properties while you are detained or out of the country.
- Save money for potential expenses: legal defense, traveling, bonds, etc.
- Make a list of any medical conditions that your children might have or of any medication they need to take, making sure that their designated caregiver is well aware of what steps to take and when.