## [Tool B5] Meeting person who did harm safety worksheet

[downloadable word document]

People in the intervention may decide to contact, communicate with or work together with the person doing harm to respond to, end and prevent future harm. The person harmed may still have some kind of relationship with the person doing harm.

Depending on the situation, meetings can carry risks:

* Danger of physical or sexual violence
* Danger of emotional and verbal abuse
* Threats of violence
* Intimidation or scaring someone to stop the intervention or to get the person harmed to come back
* Manipulating people to do with what the person causing harm wants
* Lies that make the person doing harm seem innocent
* Lies that make people harmed look like they are to blame.

If someone decides to meet with the person doing harm knowing these risks, then some ways to stay safer include:

* Going through the Risk assessment and Safety plan and action sections with other people [link to tool b1, b2, b3]
* Being clear about why you’re meeting, what you want to get out of it, and how likely it is that you’ll get that. Think about all the ways it could go wrong, and think about how you’ll feel and what you will gain or lose if things go wrong
* Knowing that risk is highest when people doing harm feel like they are losing control or power. It might get more dangerous than you thought possible
* Knowing that promises to co-operate, to have one last visit, to give back belongings and so on can be used to get control or hurt someone
* Meeting in a public place where other people are around
* Going with another person, or having someone nearby and in contact
* Making sure you can see doors or other exits
* Having a signal for someone waiting and a back-up plan if you aren’t out by a certain time
* Role-playing or thinking about what could happen with at least one other person, playing all possible options, including the worst you could imagine happening
* Knowing you can change your mind and not meet
* Thinking about other ways you could communicate with the person causing harm, like email, letters, or through other people.

### Meeting with person doing harm safety worksheet

If more than one person is meeting, make sure everyone agrees about the following (and change ‘I’ to ‘we’).

1. I am meeting with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ under these circumstances:
2. I am meeting for these reasons or to get these results:
3. I plan to get these results by saying or doing these things (make sure every result in 2 is matched with words or actions):
4. I will not say or do these things because it will get in the way of my safety or goals:
5. The safest place and time for us to meet is (include end time):
6. The safest way to contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_ is (include who will contact, how, words that will be used and not used):
7. Other safety things to think about (like time of day, if the person is sober or drug-free, if they are likely to have a weapon, if they might be with someone else who is a danger, if they will be with children):
8. Other people that would be good to have along for safety (include what they will do, like watch and witness only, speak only about specific topics, lead the meeting):
9. Other people that should know this meeting is happening are:
10. Other people who shouldn’t know this meeting is happening are:
11. Things that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ may think they could get out of this meeting are (these may have nothing to do with your goals):
12. When I say or do the things that I plan in Question #3, the possible reactions include: (role-play each statement if possible. Think of all the things the person doing harm might say or do, including worst case scenarios. Knowledgeable people may be others who know a lot about violence or people who know the person doing harm well, including their faults. Be prepared. Think of how you will respond. Think of what you will say and not say. Make sure that everyone going to the meeting is in agreement.)
13. After this meeting is over, people could be affected in these ways: (think about whether someone’s confidence might be broken, whether there could be retaliation (pay-back) against you or others after the meeting, what kind of responses \_\_\_\_\_\_\_\_\_\_\_\_ could have, what kind of other reactions might follow and whether there are supports in place)
14. Follow up support for each affected person can happen in these ways:
15. During the meeting, I will stick with these words and actions: (keep to 1 or 2 main points)
16. During the meeting, I will not say or do these things no matter what:
17. Emergency situations include:
18. I have a plan to respond to each emergency in these ways:
19. I need more information on the following to make this a safe and effective meeting:
20. My next steps to prepare for the meeting are: (include plans to contact others or get resources, adequate support for after the meeting and more information needed)
21. I have gone through this worksheet and have:

* Read through Basics about violence [link to section] and Basics about violence interventions [link to section]
* Read through all of How do you stay safe (for the person harmed [link to section 1b] or for allies [link to section 3b])
* Answered every question in this worksheet with the help of at least one person
* Followed through with all preparations (See Question 20)
* Thought of all possible responses that \_\_\_\_\_\_\_\_\_\_\_\_\_\_ could have
* Thought of my possible responses
* Shared this worksheet with everyone else who will go and made that sure we agree—if they are expected to talk and act during the meeting, then they have also answered all questions in this worksheet
* Considered worst-case scenarios and have an emergency plan for each
* Feel confident that this meeting is worth having and safety risks are worth taking
* Have someone to check in with and get support from before and after the meeting.

If you can’t check all of these boxes, then we urge you to reconsider this meeting and take more time to see if you can get more safety before moving on.