

ALWAYS ASESS THE SITUATION
BEFORE YOU ACT. MAKE SURE THERE
ARE NO WEPONS INVOLVED & THAT
YOU CAN SAFELY HELP THE PERSON.

DISTRACT

Create a diversion to diffuse the situation. Spill your drink, drop files, say "hey, I've been looking all over for you." Whatever you can do to distract and help them get away.

DIRECT

Talk directly to the person who may be in danger, ask if they are ok and tell the person who is posing the danger what they are doing is not okay.

*Only attempt this if you are confident your safety will not be compromised

DELEGATE

Notify a neutral party with authority to change the situation, such as a security officer, teacher, resident assistant, manager, etc.

DELAY

If you believe you cannot safely interrupt the situation, and there is no one to help you, check on person soon after the incident occurs. Ask them what you can do to help them, remind them it was not their fault.

DOCUMENT

Record the incident on your cell phone, write down what you say & heard, sign & date it (use a timeclock date/time stamp if available.) Give the statement & recording to the victim and then delete the recording. NEVER post on social media!!