

# Family Preparedness Plan

Every family, regardless of immigration status, should have a Family Preparedness Plan in case of emergency. While it is our hope that you never have to use your plan, it is a good practice to have one in place to help reduce the stress of the unexpected. Be proactive and plan ahead.

## 1 Important Contact Information

Make a printed and digital copy of these numbers and keep them in a safe, easy-to-access place (wallet, backpack, kitchen wall, phone contacts).

### Emergency Contacts

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Name of Parent/Guardian:

Phone Number:

Name of Parent/Guardian:

Phone Number:

Trusted Family Member/Helper:

Phone Number:

Relationship:

Trusted Family Member/Helper:

Phone Number:

Relationship:

### Legal Contacts

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Identify a legal aid organization, legal advocate or attorney, and write down the organization's or person's contact information.

Immigration Lawyer:

Phone Number:

Email:

Local Immigrant Rights Organization:

Phone Number:

Email:

## 2

## Organize Your Personal Documents

Make copies and keep originals in a safe place (at home or with a trusted person). Also consider uploading to a secure cloud or encrypted USB. Tell your children, family members, and emergency caregivers where to find this file in an emergency.

*Do not carry any false identity documents or false immigration documents.*

### Documents to Keep

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- ☐ Birth certificates
- ☐ Passports (even if expired)
- ☐ Marriage license (if applicable)
- ☐ A-Number and any immigration documents (work permit, green card, visa, etc.)
- ☐ Social security cards or Individual Taxpayer Identification Number (ITIN)
- ☐ Driver's license and/or other identification cards
- ☐ Registry of birth (for U.S. born children registered in parent's home country) (if applicable)
- ☐ Medical records
- ☐ School records
- ☐ Emergency numbers and important contact information
- ☐ Power of attorney or temporary guardianship form
- ☐ Caregiver's authorization affidavit
- ☐ A red card to exercise your right to remain silent in case you are stopped or interrogated by ICE or police officers.
- ☐ Any other documents you would want to be able to find quickly

### 3 Written Emergency Plan

Create a simple, written plan that all family members (especially children) can understand.

**Example:**

If someone is detained,  
**call this person first:**

If a parent is taken,  
**children should go to:**

**Safe place to stay**  
(if needed):

**Trusted adult** who can  
pick up children from  
school:

#### Notes

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## 4

## Prepare an Emergency Bag (Go-Bag)

Have a small bag ready in case you need to leave quickly or someone is detained.

### What should it contain?

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- ☐ Copies of important documents
- ☐ A list of emergency contact information
- ☐ Three days of clothes and toiletries
- ☐ Medications and prescriptions
- ☐ Snacks and water
- ☐ Cash
- ☐ Comfort item for kids (toy, photo, letter)

## 5

## Prepare Children Emotionally

- Talk with your children in calm, age-appropriate ways (see previous message).
- Practice the emergency plan with them (like a fire drill).
- Assure your children that they will be taken care of if for some reason you are unable to care for them, even for a short time. Let them know who will care for them until you can.
- Assure them they are loved and not alone.

## 6

## Legal Preparation

- **Consult an attorney for additional support.** Attorneys can give legal advice, help file immigration petitions and requests, and represent individuals in court proceedings before an immigration judge.

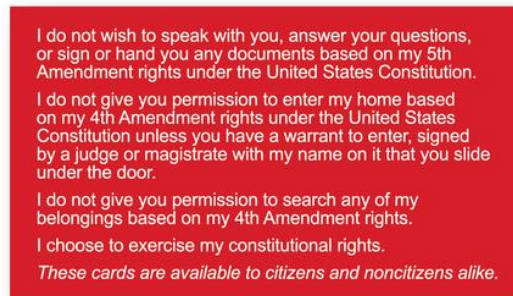
- The **Immigration Advocates Network National Immigration Legal Services Directory** lists nonprofit organizations that provide free or low-cost immigration legal services: <https://ilrc.me/findhelp>

## Know Your Rights

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Everyone – both documented and undocumented persons – has rights and protections in this country under the U.S. Constitution. Red cards give examples of how people can exercise these rights.

- Have a **"Know Your Rights" card** in your wallet or purse for easy access.
- You can find print-at-home red cards in 14 languages at: <https://www.ilrc.org/red-cards-tarjetas-rojas>



## 6 Community Support

- Stay connected to your community.
- Attend workshops on legal rights and family preparedness.

## 7 Keep This Plan

- On the refrigerator or family bulletin board
- In your phone
- With a trusted friend or relative
- Make sure children know how to reach at least one trusted adult or family member.