



Safety at In-Person Events

The purpose of this document is to provide some safety considerations for your support group if you plan to host in-person meetings.

In general:

- If you are able, let building security or events team know that your group is hosting an event.
- Have a sign-in sheet and assign someone to greet new attendees before the meeting begins.
- Be aware of how your unconscious biases may feed into your reactions to others, especially newcomers.
- Ensure that people are aware of where all exits are and the location of safety materials (e.g., fire extinguisher, first aid kits).
- Consider accessibility needs and the impact of physical stimuli like temperature and volume.

In case of emergency:

- Maintain a list of hotlines for national and local resource centers of all kinds (e.g., pflag.org/resource/support-hotlines).
- Have a written safety plan that works for your group.
- Agree on designated points of contact, meeting place, and an emergency backup plan - in advance.
- Be mindful that not everyone is comfortable speaking with law enforcement.



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