

The Safe Party Toolkit is an ongoing labor of love and necessity, first imagined and implemented in 2007 by members and staff of the Safe OUTside the System Collective.

Many thanks to the members and staff who came before us, imagined a vision, and built safety outside of state systems.

For the most up-to-date Safe Party Toolkit online, visit <http://bit.ly/SafePartyToolkit>.

THE SAFE PARTY



PLANNING Tool Kit

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Reach out
to us if you
face violence



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Introduction: Who we are

AUDRE LORDE PROJECT

New York City area.

ALP IS A COMMUNITY ORGANIZING CENTER FOR LESBIAN, GAY, BISEXUAL, TRANS, TWO SPIRIT, TRANS AND GENDER NON CONFORMING PEOPLE OF COLOR

Through mobilization, education and capacity-building, we work for community wellness and progressive social and economic justice. Committed to struggling across differences, we seek to responsibly reflect, represent and serve our various communities.

The Safe OUTside the System (SOS) collective is an

anti-violence program led by and for lesbian, gay, bisexual, two-spirit, trans, and gender non conforming people of color. We are devoted to challenging violence against LGBTQ+ POC, specifically hate and police violence, in central Brooklyn by using community based strategies rather than relying on the police or state systems.

NOW!

Goals for the Safer Party Toolkit

- Create a space in which partygoers self-determination and safety are prioritized
- Prevent and intervene in violence before it escalates
- Make a community atmosphere where violence isn't acceptable
- Encourage others to intervene/prevent violence from happening
- Support survivors of violence



Where is the closest:
1. Hospital
2. Police Precinct



Closest Hospital:

Closest Precinct:

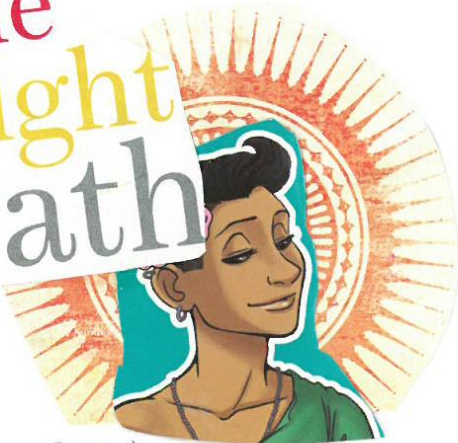


2 Routes
to and from
Public transportation

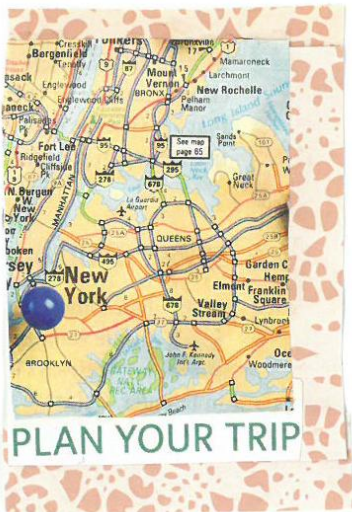
Home Base
Meet Friends
here in the
event of
emergency

Route
I.)

The Right Path



II.) Route



Who is this toolkit for?

The toolkit is for anyone throwing, attending or working at a party or community event (i.e. partygoers, party promoters, bouncers, community members).

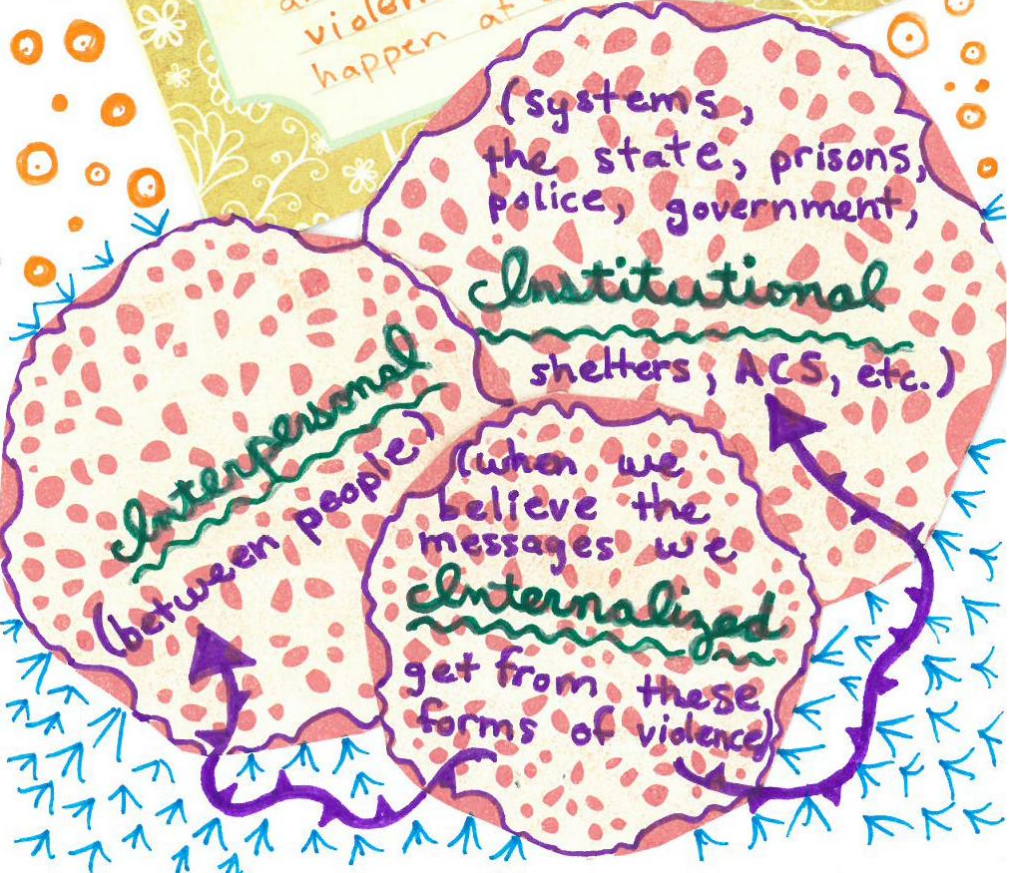
It focuses mostly on preventing violence (stopping violence before it happens) and intervening in violence (stopping violence from getting worse).

This is a condensed and specific version of the Audre Lorde Project's community security protocols. For more information on Community Security to increase safety and self determination, contact the

Safe OUTSIDE the System Collective
at
sos@alp.org

WHAT TYPES OF Violence CAN HAPPEN @ a Party?

Anyone can be violent and violence can happen anywhere, but it takes on different forms in different situations. Here are a few types of violence that can happen at a party:



Safety ~ PLANNING



★ Here are some tips to plan for a safe and fun turn-up with your homies. ★

The Turn UP	EVENT:
	PLACE:
	DATE:

3 People @ party w/me

Name	Contact info (#; addy)

3 People not @ party

Name	Contact info (#; addy)



Situation with the Police: If you need to call 911...

EVERY 911 CALL GOES THRU 🤖 NYPD 🤖 AND THEN THE MEDICAL CALLS GET SENT TO EMS. ONES THAT INVOLVE "CRIMES" SEND BOTH POLICE AND EMS. CALLS THAT INVOLVE HIGH LEVELS OF VIOLENCE ARE MORE LIKELY TO GET POLICE. POLICE OFTEN ACCOMPANY EMS IN GENTRIFYING NEIGHBORHOODS. HEAVILY POLICED. RAPIDLY

DECISION POINT/TEAM

Decide if this is a situation where you should call 911 or get someone medical attention through a cab.

Remember that individuals in certain medical situations should not be moved.

If you still decide to call 911, you have the right to not allow the police inside your space. However, if EMS doesn't feel safe for whatever reason they can keep them there and bring them in. EMS can cancel NYPD if they want to.

DE-ESCALATORS

- Clear space for EMS within the party.
- Support individuals who are upset.
- Clear party goes from injured person & EMS.

INTERPERSONAL sexual assault; advances, like come-ons or touching; groping in bathroom or door lines; following into a bathroom; being followed; not respecting physical and emotional boundaries; physical attack; pushing; hitting; throwing things/drinks; stabbing; shooting, or other forms of physical violence; harassment; direct slurs, insults, or threats; intimidation, hostile looks, jokes

from cops: sexual assault - groping or inappropriate touching during a frisk; strip search; physical gender checks; rape; sexual harassment; coercion; physical violence - limiting movement; excessive force; pepper spray; tazer; shooting; harassment - questioning; interrogating; accusing, asking questions without reasonable suspicion or probable cause; following; slurs; insults; threats; gender checks; assuming LGBT-workers; No response/failure to respond

INSTITUTIONAL STGNC folk are sex workers; No response/failure to respond

isolating oneself; believing the racist, homophobic, transphobic, misogynist, and other oppressive things people, media, police, and other systems tell us about ourselves; feeling unworthy (unvalued); self-hate; hate or disrespect for your own community and culture

INTERNALIZED

things to remember

What are the characteristics of your parties or your communities that impact violence?

Have there been instances of past and harassment? **Weapons?** **Did?**

What kind of violence in the **These incidents involve**

What would you do in case of an emergency or crisis? When, if even, would you deem it necessary to call the police?



AND WRITE DOWN DETAILS OF THE POLICE OFFICER'S BEHAVIORS, PHYSICAL DESCRIPTION, NAMES, BADGE NUMBERS, RANK, AND OTHER IDENTIFYING INFORMATION. FIND FRIENDS OF THE ARRESTEE AND NOTIFY THEM OF THE ARREST.

SAFE TRANSPORTERS:
TAKE FRIENDS TO THE PRECINCT.

DISPATCHERS:
INFORM FRIENDS OF THE LOCAL PRECINCT LOCATION.

FRONT DOOR (MAKE SURE
YOU'VE 2 PEOPLE IS ON
YOU). IF NECESSARY
HAVE SOMEONE GET
A DECISION TEAM
MEMBER. KEEP PARTY
MEMBERS CALM AND
MAKE SPACE BETWEEN
THE DECISION POINT,
POLICE, AND THE CROWD.

IN CASE OF ARREST:
TRY TO GET THE
"LEGAL" NAME AND
ADDRESS OF THE
PERSON GETTING
ARRESTED. NOTE

What is the police presence near your party space, and
is it near public transportation? What is the route
like (ie police watchtowers, cops regularly stopping
or harassing people parked police cars)?

What types of violence and harassment have you
and your friends experienced in your
neighborhood (ie. rat calls, homophobic/racist/
transphobic slurs, physical threats or assault)?

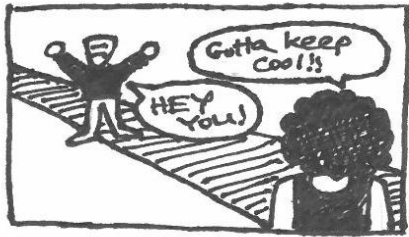
WHAT ARE CHARACTERISTICS OF THE AREA THAT
COULD CONTRIBUTE TO MAKING A VIOLENT
SITUATION? (IE GENTRIFYING NEIGHBORHOOD
GANG/TURF FIGHTS, HISTORY OF HOMOPHOBIC OR
TRANSOPHOBIC VIOLENCE, INCREASED
POLICE PRESENCE, OPENLY HOMOPHOBIC
BUSINESS OWNERS OR RESIDENTS)

INTERVENTION STEPS

Intervening in violence can be intimidating for most people, however there is a lot one person can do without risking personal safety. We know how to intervene and de-escalate because we've done it before. Often, intervention skills are about naming and sharpening the ways we've done this effectively before.

Because most violent situations escalate from verbal harassment to verbal conflict to physical assault, it's important to intervene BEFORE things turn violent. Here are a few tactics you can try:

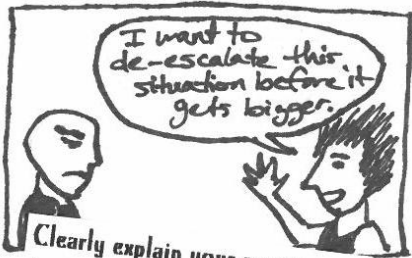
VERBAL HARASSMENT



Avoid sudden movements that may startle or be perceived as an attack.



Create space between person causing harm and person being harmed.



Clearly explain your purpose or intention to de-escalate, do not respond with threats or verbal attacks. Explain potential consequences like police arriving, arrest, and other harms.



Stay calm. Speak slowly, gently, and clearly. Use a firm voice level.



ON CASE OF ARREST:
 DECISION POINT
 SHOULD COMMUNICATE
 THEIR CONTACT
 INFORMATION TO THE
 PERSON BEING ARRESTED.

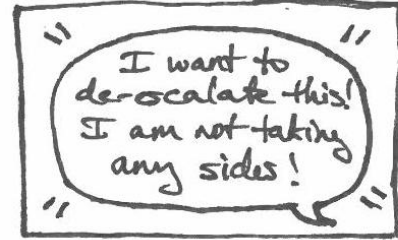
DE-ESCALATORS:
 INFORM THE DECISION
 POINT IMMEDIATELY.
 DO NOT ENGAGE WITH
 THE COPS, BUT SAY THAT
 THE PARTY COORDINATOR
 IS ON THEIR WAY.
 AVOID POLICE ENTERING
 THE PARTY BY STEPPING
 OUTSIDE! CLOSING THE

IN THE CASE OF A NOISE COMPLAINT:

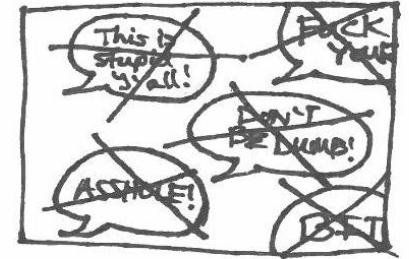
OFFER TO LOWER THE NOISE AT THE PARTY.

YOU CAN RAISE IT AGAIN ONCE THE POLICE HAVE GONE. (RESOLVE 11 P.M. THEY DON'T HAVE THE RIGHT TO MAKE YOU LOWER THE NOISE. HOWEVER IT'S DEPENDENT ON THE RULES ON THE LEASE OF THE PARTY SPACE!

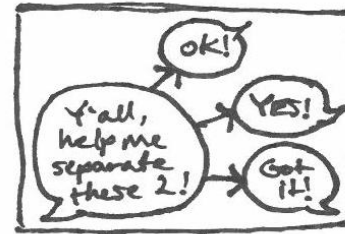
VERBAL CONFLICT/ARGUMENT



Clearly state your intention to de-escalate the situation. Do not take sides in the argument.



Do not verbally insult either person.



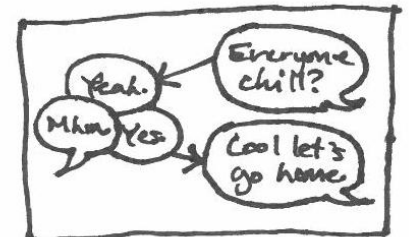
Encourage friends to help separate the two people and create physical space.



Show that you are listening. Avoid arguing and confrontation before trying to solve the problem.



Show concern and that you are actively listening through non-verbal and verbal responses.

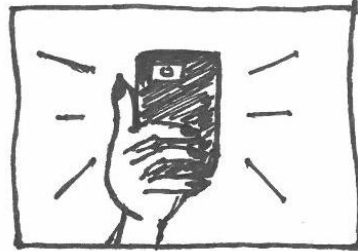


Speak calmly and clearly.

PHYSICAL ASSAULT



Shout or scream to alert the attacker that someone is watching. Make noise. If outside or in a public space, yell "Fire!" or something to distract those involved and bring attention to the situation.



Use your camera, cell phone, or digital camera to record the incident. If no camera, write down place, time, and description of attacker.



Keep both hands visible, use open arms and minimal body contact with the all parties.



Help all parties get to a safer location. Call ambulance if needed, and with the consent of the injured person, but stay at the scene as ambulance will likely come with police presence. Write down everything police and medics do/say.

DO NOT ANSWER ANY UNNECESSARY HOMOPHOBIC, RACIST, OR TRANSPHOBIC QUESTIONS ABOUT THE NATURE OF THE PARTY GOERS.

DON'T ANSWER OR OFFER ANY INFORMATION ABOUT PARTY GOERS, ORGANIZERS, ETC.

Decision Point/Team:
Calmly INTRODUCE
YOURSELF TO THE
POLICE AS THE HOST
OF THE PARTY!
YOU DON'T HAVE
TO RESPOND TO THEIR
QUESTIONS, BUT NOT
ANSWERING CAN ESCALATE
THE SITUATION!

Safe Party for Planners

If you are planning a party or will be working at a party it's important to have a safety plan. The following are ways you can minimize risk, prevent violence, and be more prepared if it does happen:

BUILD A SAFETY TEAM



Create a **Safety Team** prior to the party, assign roles, and stick to them.

PURPOSE: Set a purpose for the safety team & let the people on the team know what it is--
For example: to ensure self-determination & a safer party space for all.

GUIDELINES: Set & review guidelines for the Safety Team.

Grudges, #LeaveEm
Leave personal biases at the door

****Substance Use** 🍷 🍸 🍺 **
Consider asking the team to refrain from or limit alcohol & other substance use. These can impact judgment and if noticeable, can change how police & partygoers interact with the team.

ROLES

TACTICAL

COORDINATES SAFETY TEAM
MAKES EMERGENCY DECISIONS

WHO?



ANYONE WHO CAN MAKE QUICK DECISIONS
IS FAMILIAR WITH PARTY SPACE + PARTY GOERS
HAS STRONG COMMUNICATION SKILLS

DE-ESCALATORS

Willing and able to verbally + physically
intervene in **HARASSMENT** attacks,
and other types of violence

(If physically attacked de-escalators can and should defend themselves)

WHO?



STRONG COMMUNICATOR
LISTENS TO DIRECTIONS
CAN DEAL WITH CONFRONTATION
GOOD RELATIONSHIP WITH COMMUNITY MEMBERS
IS QUICK

Safe Transporters:



Teams of people willing to drive and/or
walk individuals home or to the nearest public
transportation

WHO?

ANYONE WHO IS FAMILIAR WITH THE
AREA HAS A CELLPHONE IS ABLE TO
MOVE TO + FROM PUBLIC TRANSPORTATION

DISPATCHERS



WHO?

ANYONE FAMILIAR WITH THE
SAFETY TEAM MEMBERS

HELP PARTY GOERS CONNECT WITH SAFETY SQUAD



WARREN ONLY
THE PEOPLE ARE
COMING ON & OUT OF
THE PARTY WITH
DRUGS OR IF
THERE'S A MINOR
ATTENDING & DRINKING

SITUATION:
IF THE POLICE
ATTEMPT TO
ENTER THE
PARTY!

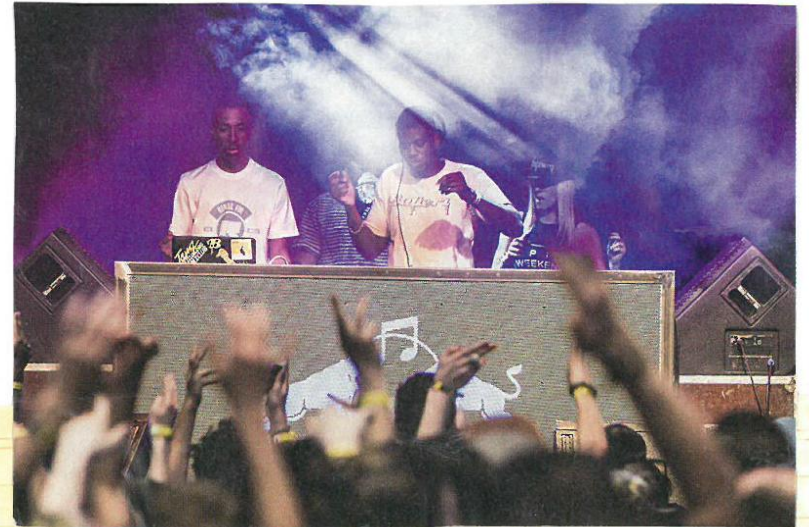
Note: The police do not have the right to enter
or search the premises without a warrant.

In the case that the police are coming due to a noise complaint
or a fight outside of the party they still
do not have the right to enter the party.

They CAN enter
without a

HAVE A PLAN

THE FOLLOWING ARE A FEW SITUATIONS
THAT COULD COME UP AT A PARTY
FOR EACH MEMBER OF YOUR TEAM.



CREATE SCENARIOS OF OTHER POSSIBLE
SITUATIONS WITH YOUR TEAM,
AND CREATE AN ACTION PLAN
PRIOR TO THE PARTY.

IF TWO PEOPLE GET INTO A

SITUATION INSIDE THE PARTY:

PHYSICAL ALTERCATION AT THE PARTY...

DE-ESCALATORS:

Create space between the two individuals. Calmly remind them the party is intended to be a safe space and ask them if they wish to keep the party safe. Calmly ask other party goers to make space so that the situation can be de-escalated. Do not silence or tone police the people involved. Wait for Decision makers.

DECISION POINT/TEAM:

Ensure that individuals have been separated and talk/listen to each separately. Let them know specific ways that their conflict can increase risk to community safety. Determine whether either or both people should be asked to leave party. Offer an opportunity to follow up in the future.

SAFE TRANSPORTERS:

If either person is asked to leave the party, accompany them to the public transportation they need. Ensure that they are not followed by other party-goers and that they do not re-enter the party. Stay with them until they get on the train or bus, or in a car.

DISPATCHERS:

Calmly let other party goers know that the situation is being de-escalated. Focus on the situation, and avoid being pulled into conversation about what is going on, as this could escalate the situation. Be transparent—if asked, let people know what the intervention and de-escalation processes are.

DECISION TEAM

Safe Transporters

- Communicate with decision point & other transporters
- Remain in contact with decision point until safe location is reached
- If unable to get to a safe space, use best judgement

Dispatchers

- Create instructions route for team
- Send de-escalators to location

De-escalators

- Introduce yourself & calmly state that you are there to de-escalate.
- Take careful note of location, time, & description of people involved. ↳ These may be subpoenaed & used as court evidence

THE SITUATION

a community member is attacked
on the way home from a party while

with transporter and de-escalator team



Remain calm & give directions to
nearest safe space/transportation



Attempt to separate the
individuals

Questions for Decision Point

Understand who's doing the
attacking? What are the roles of
transporters if attacked? Is
anyone injured or needs medical
attention? Could this bring
police presence?

SITUATION: Physical Altercation - OUTSIDE/IN
IN FRONT OF THE PARTY

ROLE → Decision Point/Team:

- Ensure that the individuals have been separated AND TALK TO them separately.
- Let them know/Explain that conflict increases risk of community safety AND CONFLICT HAS POTENTIAL CONSEQUENCES*
- Be AWARE of who has highest risk & CONSEQUENCES (has a record, is trans or gender non-confirming, UNDOCUMENTED)
- DETERMINE IF - EITHER OR BOTH INDIVIDUALS SHOULD BE ASKED TO LEAVE.

* TALKING TIPS: "There ARE A LOT OF COPS IN THIS neighborhood. YOU COULD GET ARRESTED... LETS FIGURE OUT WHAT TO DO & Decrease EVERYONE'S RISK OF ARREST AND HARM."

IF THE POLICE ARRIVE →

- HAVE 1 person talk to the police & DO NOT GIVE ANY INFORMATION THAT COULD INCREASE RISK OF ARREST OR HARM TO ANYONE.
- IF ITS UNDER CONTROL - POLICE MAY ENGAGE IN CONVO WITH decision makers. IF ITS NOT UNDER CONTROL, POLICE MAY GET INVOLVED AGGRESSIVELY - ARRESTING, PEPPER SPRAYING, ETC.
- IF ITS UNDER CONTROL: ASK OFFICERS TO identify the ranking officer & introduce yourself & BEGIN TO NEGOTIATE*
- * TALKING TIPS: Everyone is safe. Everything is under control & The situation has been de-escalated/solved.

* You can ask that a ranking officer be called IN, IF none are present.

□ If police seem to want to ARREST PEOPLE - Repeat ABOVE STEPS ABOUT ASKING FOR A RANKING OFFICER. & Express "Can we handle this another way? This isn't necessary. We're separating them AND escorting them separately from the party. Everyone is safe."*

* If there are multiple decision makers, CONSIDER PHYSICALLY coming between police & potential arrestees.

□ If arrests occur, consider canceling the party, going to the precinct to demand release & offer jail/court SUPPORT.

← Continue → for more roles

ROLE → De-Escalators

- Bring additional folks inside, close and lock door (if possible)
- Maintain calm & carefully engage FRIENDS & LOVED ONES UNTIL THE CONFLICT IS OVER AND FOLKS INVOLVED ARE ON PUBLIC TRANSPORTATION

★ TALKING TIPS: "Can you support us in deescalating your friend? We're making sure they're AS SAFE AS POSSIBLE. If they are asked to leave, would you like to leave AS WELL?"

IF THE POLICE ARRIVE →

- Remove all illegal 'situations' (open containers, drinks outside, illegal substances, etc.) from immediate view

★ If POLICE SEE PEOPLE DRINKING OUTSIDE, IT MAY BECOME A REASON TO TICKET, ARREST AND/OR ENTER/RAID PARTIES TO REDUCE POLICE VIOLENCE; PARTY ORGANIZERS SHOULD ENSURE THAT DRINKING OR SUBSTANCE USE DOESN'T OCCUR OUTSIDE/IN FRONT OF THE PARTY

- SUPPORT & ENCOURAGE monitoring of the situation by community

★ Stop the party— tell everyone that you'll be monitoring police

AT A SAFE DISTANCE TO ENSURE SAFETY

★ TURN ON LIGHTS, OPEN WINDOWS, Record with cell phones

ROLE → SAFE TRANSPORTERS

- Once fight is over, partner with the decision team member and/or de-escalator who supported de-escalating the conflict

- This duo (2 person group) should accompany involved individuals to different but accessible public transportation

★ Stay with them until they are on public transportation

- If needed, accompany friends to transportation after those involved in the fight have gotten on public transportation

★ Communicate with decision and dispatch team to provide updates on folks getting on public transportation

IF THE POLICE ARRIVE →

- Escort family and friends to the precinct

ROLE → DISPATCHERS

- Support partygoers in leaving safely by asking where they live or could be going. Help them figure out travel and transportation routes

★ Partygoers should wait to leave until folks involved in the conflict have gotten on public transportation.

- Check-in with friends & family of those involved, support their transportation planning too

★ If necessary, help them figure out a route in a different direction than the other folks involved

IF THE POLICE ARRIVE →

- Write down badge numbers & identifying information about officers

- Have police precinct information ready for friends & loved ones of potential arrestees

- Get Safe Transporters to support sending friends & loved ones to the precinct if arrests occur

General Tips for all Roles/Teams

- Remember— Do NOT identify those involved in conflict to the police. Do not give any information that will increase risk of arrest or harm

- When communicating with those involved (or anyone): show empathy and concern in calm ways.

- It is helpful if team members (decision, transporters, de-escalators, Dispatch) knew their rights (for dealing with police) so they can communicate and inform partygoers if rights are being violated.