

Event Safety Guide Checklist

www.TakeThis.Org/EventSafety

Planning

- Purpose
- Alcohol Policy
- Sensory Considerations
- Pronouns
- Event Description

Policies

- Internal Policies
- Identity-confirmed guest lists
- Code of Conduct
- Commitment to addressing incidents

Training

- Event policy creation
- Event policy team training
- Designation of leads
- Bystander training
- Post-mortem

Tools

- Safety tools
- Event staff identification
- Communicate physical boundaries
- Feedback forms

Personal Safety

- Supervisor plan
- Employee plan