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**Know Your Rights:
Creating an Immigration Safety Plan**

This Know Your Rights document is intended to address concerns of immigrant students who are worried about the impact of recent federal immigration policies and enforcement priorities. While we are not aware of increased immigration enforcement activity in “sensitive locations,” including college and universities, in Massachusetts, individuals with uncertain immigration status may consider proactively creating a safety plan along the lines of the model below.

Model Safety Plan

❖ **Organize and Keep Important Documents**

- Maintain a file of important documents in a secured location that is accessible to family members and/or trusted individuals, and reviewed periodically to ensure that it contains the latest versions of documents, including:
 - ✓ Passports
 - ✓ Birth certificates
 - ✓ Immigration documents (e.g. DACA approval notices, TPS approval notices, work permits)
 - ✓ Identification cards (e.g. driver’s license, state identification card)
 - ✓ Social security cards or ITIN numbers
 - ✓ Marriage licenses
 - ✓ Power of attorney
 - ✓ Childcare plan (for more information, see below)
 - ✓ Medical information (e.g. health insurance, prescriptions and/or medication)
 - ✓ Records of personal and real property
 - ✓ Financial account information
 - ✓ Important contact information (e.g. home, personal and/or work numbers of families in the US and home country)
 - ✓ Emergency numbers
- Maintain a separate copy of this file in another secured location.

❖ **Create a Contact Tree**

- A contact tree maps out who is responsible for notifying family members, trusted friends, attorneys, and guardians.
- If ICE detains a family member, families can locate where he or she is by clicking [here](#).

❖ **Make Someone Your Attorney-in-Fact**

- Consider giving a family member or trusted person [power to act](#) on your behalf in legal, health, and financial matters.

❖ **Obtain Professional Advice**

- You may wish to seek help from an attorney in immigration matters. If you do, ensure that the individual is [properly licensed](#) and that your rights are protected.

❖ **Create a Childcare Plan**

- Parents or guardians with minors or dependents should create a plan for them that includes custody/guardianship, living arrangements, medical needs, and education. Parents or guardians may authorize an alternate caregiver for minors and dependents by completing a [caregiver authorization affidavit](#), a [temporary agent affidavit](#), or a [guardianship form](#). For more information on care and custody planning, you may want to consult with an attorney.