

This information is not a substitute for legal advice. It is intended to help families who face potential separation, detention or deportation. This information applies to all parents with children, regardless of status.

*Note: Legal Permanent Residents (LPR) may also be subject to detention and deportation and there have been cases where US citizens have been unlawfully detained in extreme circumstances. This guide is meant to help your family be prepared in case of emergency situations.*

**Step 1:** Create a plan that the whole family knows about. Identify trusted adults that your child can turn to in the event of an emergency (like a teacher, mentor or extended family member) and have your children memorize their contact information. Choose someone you trust to care for your child in the event of an emergency, detention or deportation. Talk to your children about this plan.

*\*This person should be a US citizen or have LPR status and ideally a family member who lives close enough to pick up your children on short notice.*

**Step 2:** Update and collect important documents. Keep original documents together in a safe place. Make sure your emergency contact person knows where you keep these documents or has copies of them.

*\* Keep in mind, setting up these documents does not guarantee the child will be placed with the emergency contact, but may guide the courts and law enforcement on your preference as the parent.*

- Update your child's emergency contact information to allow a designated adult to pick your child up from school if you are unable to do so.

*\*You can ask the administrative office at the school for this form.*

- Obtain original birth certificates

*\*Each state in the US has it's own methods, and you may have to visit the consulate's office for original birth certificates outside the US*

- Obtain social security cards for everyone who is eligible

- Obtain passports

*\*Apply for a US passport for every family member who is a US citizen, and contact the consulate's office for a passport for all members born outside the US*

- Your children's immunization records

*\*These may be obtained from the doctor's office, your state health department, or the school or daycare your child attends*

- Write down instructions if your child has any medical conditions and/or takes medications

- Complete the Intention of Parents to Care for Minor Child and Temporary Parental Consent Agreement

*\*These documents may give a child's caregiver very temporary legal rights (medical, educational, and travel) if the child is placed with them. Fill out a separate form for each child, and notarize each document. Keep a copy for your records, a copy for the caregiver and an additional copy in your child's backpack (ideally folded in a plastic bag).*

**Step 3:** You are not alone! Seek the help of others to support and reunite your family.

- Consult a family law attorney to follow up on items like changing legal custody
- Contact community groups about deportation defense
- Work with advocates to Know Your Rights