


# Be Prepared!

*Create a rapid response plan to ensure your family is prepared in case you are unexpectedly detained.*

With Immigration and Customs Enforcement (ICE) raids on the rise in the US, some immigrant communities and families are living in fear. Local police officers are usually not engaged in immigration enforcement, but that is changing under the new Trump administration. There are a lot of uncertainties for immigrants, asylees, and refugees, regardless of legal or “green card” status.

By following these steps, you can help protect your family from uncertainties in case you are unexpectedly detained. While these steps are generally good practice for families, we cannot guarantee legal protection.

- 1. Identify a reputable legal aid organization** – keep the organization’s or person’s contact information with you at all times. Here are some strategies to avoid fraud when locating an attorney or legal advocate:
  - Get a recommendation from a trusted source
  - Check for credentials and, if possible, past disciplinary actions
  - Identify areas of expertise
  - Get a written contract
  - Keep copies
  - Be aware: In the US, a notary public is authorized only to witness the signature of forms; they DO NOT have training or authorization equivalent to a law license like in many other countries. Only lawyers and [BIA-accredited representatives](#) (certain non-profit agencies) can give legal advice. NEVER pay a “notario”, travel agent, or tax preparer to advise you on immigration matters or fill out immigration forms.
- 2. Identify at least two willing caregivers for your children** – write down their complete contact information to have readily available. Have your children memorize the caregivers’ contact information. Update school emergency contact forms and designate approved adults for student pick-up.
- 3. Make a plan for caregivers** – parents can consider establishing a power of attorney for a designated caregiver for their children under the age of 18. Family law varies by state; parents considering this option would be advised to connect with family law services through local legal aid organizations.
- 4. Have your documents ready and organized** – documents should be accessible by children, housemates or trusted relatives in case of an emergency:
  - Passports
  - IDs
  - Attorney contact information
  - Financial records
  - Letters from Immigration
  - Alien registration number
- 5. Collect important documents for children** –
  - Passports
  - Birth certificates
  - Social security cards
  - School and medical records

 **AUTHORIZATION AGREEMENT FOR NONPARENT RELATIVE OR VOLUNTARY CAREGIVER** August 2011 Page 1 of 4

This authorization agreement is made in conformance with Chapter 34 of the Texas Family Code concerning the following Child:

Child's Full Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

Parent completing this form:  
Full Name: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Other contact information: \_\_\_\_\_

Child's other parent:  
Full Name: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Other contact information: \_\_\_\_\_

Parent voluntarily authorizes the following relative or Parental Child Safety Placement voluntary caregiver to make certain decisions regarding the child, as listed on the next page of this authorization agreement.  
Name: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Relationship to Child (check one)  
Child's Disappearance  Child's Adult Sibling  Child's Aunt or Uncle   
Parental Child Safety Placement Voluntary Caregiver in accordance with Child Protective Services



**6. Organize your financial information –**

- Financial records
- Bank statements
- Savings accounts
- Credit cards
- SAVE & SET ASIDE some money for legal fees or bonds

7. **Be cautious when driving** – Don't drink and drive, make sure to have inspection and registration paperwork that is up-to-date, make sure all your lights work, don't hang any objects from your rearview mirror. It may provide a pretext for police to pull you over.

**8. If stopped by the police –**

- Be CALM!
- Pull over to the side of the road and stop the car in a safe place as quickly as possible
- Turn off the car
- Turn on the internal light
- Open the window part way
- Place hands on the wheel
- DO NOT carry any false documents, do not lie – rather, tell the law enforcement you want to remain silent, do not sign any document that you don't understand, don't discuss your citizenship or immigration status with anyone other than your lawyer

**9. If you or a family member is detained –**

- Know (memorize) the phone number of a person who can call and speak with a lawyer
- Immediately inform the detaining officer if there are children or elderly family members at home, if you have a medical condition, or if you need to coordinate care of children
- Do not sign any documents given to you by immigration agents
- Report the raid or arrest immediately
- Find an attorney and connect with local advocates

**10. To find someone who has been detained by ICE –**

- Use [ICE's online detainee locator](#) to find an adult who is in immigration custody
- Call Executive Office for Immigration Review's hotline at 800-898-7180

***Disclaimer***

The material presented here should not be relied on as legal advice. Immigration matters are complex, depend on individual facts, and may necessitate assistance from an immigration lawyer. To find a low-cost or pro bono immigration attorney in your area, go to <https://www.adminrelief.org/legalhelp/>.

This document is adapted from NEA's EdJustice & Education Austin.