

## **STEPS TO: MAKING A REPORT**

1. Get an ally. Ask a trusted friend to be an *UP-stander* with you!
2. Go to an adult who can listen and help. Be persistent. Report and report until you get the help you need!
3. Ask for protection. You need to feel safe as you report the trouble. Your name can be kept private, just with the adults.
4. Explain the problem. No drama, just the facts.
5. Ask the adult to take care of it. The adult may not tell you how they will handle the situation. Trust that they will help and support you.
6. Repeat, if necessary!

## **WHEN TO MAKE A REPORT:**

1. Violence or Weapons
2. Safety: To Prevent or To Protect
3. When you need help!