



## **ASCA Travel Safety Information**

ASCA wishes to help provide the best professional development experiences possible .

While each traveler is responsible for their own safety, our association offers this information to help you plan for a safe experience. Be sure to review our other event policies [on the association's website](#).

1. **Know Where You're Going.** Plan ahead and research the area, including the locations of a nearby pharmacy, urgent care, branch of your bank, etc. Download maps so you aren't reliant on a wi-fi connection to get around. Consider investing in a portable charger or power pack for your phone or other devices.
2. **Check Your Bias — and Your Luggage.** New and different surroundings do not always mean danger. Research what makes the site great. Understand that there are undoubtedly many negative stories about certain cities and demographic populations that may impact your perspective of your own safety. Resist engaging in biased perspectives and conversations.
3. **Protect Yourself From Bias.** There are websites devoted to travel advisories for people of color, the queer community, and more. Do spend some time planning for how you will maintain a feeling of safety in less friendly communities.
4. **Understand the Impact of Intersectionality.** Some colleagues may be impacted by multiple identities and feel less safe in new or unfamiliar spaces. Be supportive, and ask how you can help them have a safe and fulfilling experience.
5. **Plan Safe Arrival and Departure Times.** When possible, schedule arrival and departure times during daylight hours. Reserve rideshare or similar transportation well ahead of time. Use a known service and all of the safety features offered by the company (e.g., the "pin" number with Uber). Communicate with others about your location and your travel plans.

6. **Contacts are Key.** Make sure your emergency contact can reach you (at a number other than your cell), and if you are traveling with others, make sure they have the number for your emergency contact.
7. **Keep the Advertising to a Minimum.** Wearing your institution or association gear outside of the conference site or hotel can identify you as an out-of-towner, which is not always safe. Plan to change before going to see local sights.
8. **Lose the Lanyard (Sometimes).** You should always wear your lanyard/nametag in the conference space. This helps others feel safe as well as helps ASCA staff and volunteers know who should be accessing what spaces. However, when leaving the conference site, remove your lanyard and nametag as they signal that you are a visitor.
9. **Maintain Situational Awareness.** It can be easy to get caught up with your group and forget your surroundings. You are not on your campus; you are in a new location, and often an unfamiliar one. Pay attention to who is around you, how late it is, how far you are from the hotel, how much you have had to drink if you use alcohol, etc. Avoid using earbuds or focusing on your phone when navigating away from the event location.
10. **Don't Go At It Alone.** You may have an adventurer's spirit, but it is probably best to take others along. Plan to see the sights with a professional tour group or with other attendees. As always, let people know where you're going and when you plan to be back.