COMMUNICATION TOOLKIT
ATTENDEE SAFETY

READY-TO-USE COMMUNICATION CONTENT

1. WEBSITE

Heading

A safe event for everyone.

Body text

The **Ask for Angela** initiative is available throughout [event name] to help ensure a safe and welcoming experience for everyone attending.

If you experience harassment or discrimination, feel threatened or feel unsafe, you can discreetly ask a member of staff for help by saying: ***Can I speak to Angela ?***

A member of our team will assist you promptly and with care.

2. EMAIL

Subject line :

A safe event for everyone

Email body

Your safety, dignity and well-being matter to us. The **Ask for Angela** initiative is available throughout [event name].

If you experience harassment or discrimination, feel distressed or feel unsafe, you can discreetly ask a member of staff for help by saying:

Can I speak to Angela ?

Our team will recognise this request and provide prompt, confidential and supportive assistance.

We are committed to making [event name] a safe, respectful and welcoming experience for everyone.

Your event organising team

3 SOCIAL MEDIA

🔹 Your safety is our priority 🔹

The **Ask for Angela** initiative is available throughout [event name].

If you experience or witness harassment or discrimination, feel distressed or feel unsafe, you can discreetly ask a member of staff for help by saying :

👉 **Can I speak to Angela ?**

Our team is trained to respond promptly, confidentially and with care.

Together, let's make this event a safe, respectful and welcoming space for everyone

#AskForAngela #Safety #Support #Respect #ResponsibleEvents

4. TEAM BRIEFING

If someone approaches you asking for**ANGELA**

- **Stop what you are doing immediately** and prioritise this request
- Keep the person **safe**
- Approach a **security officer** or contact the **Central Security Office** directly on **03 20 14 14 18**
- If necessary, provide **appropriate practical support** (water, a telephone, a chair, etc.).