

## **Madison Friends of International Students Safety Guidelines**

MFIS appreciates all who participate in our programs. Together, we're building meaningful connections between international students and local community members. To help ensure a safe, comfortable, respectful, and positive experience for everyone, all participants are expected to follow these guidelines.

### **Expectations**

- Treat everyone with dignity. Interact with respect, patience, and cultural sensitivity.
- Respect differences in culture, religion, language, identity, and personal beliefs.
- Be mindful of the comfort level of everyone when making plans, communicating, and participating in activities.
- Meet in safe, public, or mutually appropriate locations.
- Be clear about your boundaries and feel empowered to state them. If something feels uncomfortable, communicate honestly and prioritize your well-being.
- Maintain healthy communication boundaries by keeping texting, calling, and messaging to reasonable hours and frequencies.
- Ask permission before sharing photos or personal information of other participants on social media or with MFIS.
- Keep the relationship strictly social. Avoid exchanging money, gifts, or assistance in inappropriate ways.
- Report safety concerns to the MFIS program coordinator promptly.

### **Reporting Concerns**

If you experience or witness concerning behavior related to safety, personal boundaries, discrimination, inappropriate communication, or property damage, we encourage you to contact the program coordinator as soon as possible. Reporting concerns helps us address issues early and maintains a safe environment for everyone. Concerns will be handled respectfully and confidentially by MFIS leadership.

### **When You Report a Concern to MFIS**

- An MFIS program coordinator will listen to your experience. If you cannot reach the program coordinator, you may email MFIS at [info@mfismadison.org](mailto:info@mfismadison.org).
- The coordinator will share the information with the MFIS President and/or Board to determine the most appropriate action as soon as possible.
- The MFIS President will communicate any decisions and next steps directly to the individuals involved.
- The coordinator will follow up with you on the resolution.

Creating a positive and safe experience is a shared responsibility. Your safety matters. Please take it seriously - we do.

*Updated August 11, 2026*