

•• **Tool:** Jury Duty Preparation Checklist

Preparing for jury duty and knowing what to expect can help you feel more confident and in control. This checklist is designed to guide you through each step of the process, recognizing that your needs may vary, and additional steps might be necessary. Planning ahead and addressing potential challenges can make the experience smoother and less stressful.

Before Jury Duty:

- ☐ Research your local court's accommodations policies.
- ☐ Contact the jury pool clerk to request accommodations in advance, if needed.
- ☐ Schedule a pre-trial visit to the courthouse.
- ☐ Prepare a sensory toolkit (noise-canceling headphones, comfort items, etc.).
- ☐ Ensure that all sensory aids comply with courtroom rules.
- ☐ Obtain a detailed schedule of proceedings, if available.
- ☐ Prepare a brief statement to explain your accommodation needs if asked.
- ☐ Arrange transportation to ensure a smooth arrival.

Day of Jury Duty:

- ☐ Bring all necessary documentation (summons, ID).
- ☐ Pack essentials: snacks, water, and sensory aids.
- ☐ Locate quiet spaces for breaks during downtime.
- ☐ Request breaks as needed for sensory or emotional challenges.

If Challenges Arise:

- ☐ Request a private conversation with the judge to address concerns.
- ☐ Communicate if you need additional breaks or adjustments.
- ☐ Speak to court personnel if clarification or further assistance is needed.

After Jury Duty:

- ☐ Allow time to decompress and recharge after the experience.
- ☐ Reflect on what worked well and what could be improved for next time.