



## HOUSEHOLD SURVEY CHECKLIST

### OUTSIDE THE HOUSE

#### RESTRICT ACCESS TO THE REAR OF YOUR PROPERTY

Consider installing locking gates, perimeter fencing and the planting of prickly shrubs such as Berberis. Lower walls and fences can be heightened to good effect using lightweight trellis. Excess foliage that prevents natural surveillance should be cut back.

#### LOCK AWAY GARDEN TOOLS AND IMPLEMENTS

Many opportunist crimes are committed by using tools found in the garden, garage or shed. Ladders should also be secured.

#### LOCK THE SHED

Remember that a shed is not a high security building. If cycles, mowers and other valuable equipment are stored inside, chain and padlock them to the fabric of the building. Consider installing a basic audible alarm.

#### LOCK THE GARAGE + PARKED VEHICLES

The same principles apply. If your garage gives access into your house, fit quality locks to the inside of the doors, particularly where up-and-over doors are installed. Remember to always leave your vehicle locked and alarms with immobiliser set (if applicable). Never leave valuables on view.

#### EXTERNAL LIGHTING

Lighting should be controlled by photoelectric cells, time switches or passive infrared detectors and designed to cover all external doors and other vulnerable areas. The use of low consumption lamps is recommended with units positioned to reduce glare, light pollution and possible attack.

#### EXTERIOR DOORS

Doors and frames should be of a substantial construction, properly fitted and maintained. They should be fitted with high security locks (E.g. 5 lever Mortice locks to BS 3621) and those not incorporating a multi-point locking system should also have an additional Mortice lock fitted to the lower third of the door. Three heavy-duty hinges are recommended and all outward-opening doors should also have hinge bolts fitted. Thin plywood panels should be strengthened. Replace or add ply board of at least 9mm thickness and fit it so that it forms part of the integral strength of the door provided by the side stiles and cross rails. Doors, which are not final exit doors, can be fitted with Mortice bolts towards the top and bottom of the door. **Do not leave keys in the lock!!**

#### PATIO DOORS

Should ideally be manufactured and installed with multi-point locking devices. Patio door locks will give added resistance to force and prevent sliding and lifting.

#### WINDOWS

As a minimum standard of security, window locks should be fitted to all ground floor windows and any other windows, which can be reached, from flat roofs and drainpipes. **Don't keep keys in the locks or on view on windowsills.** Know where the keys are so you can find them quickly in the event of fire. Window locks should hold the opening part of the window tightly into the frame. Larger windows may need two locks to achieve this. Handle locks and stay locks may not be of sufficient strength to resist much force.

## **INSIDE THE HOUSE**

**Remember to fit good quality Smoke Alarms, if Fire systems are not present.**

**If you want a “Home Safety Check” by the Force Service, call their Community Safety Team on 01452 753333**

### **INTERNAL LIGHTING**

Use time switches - available from DIY shops - to turn on lights, radios etc. when you are out. This gives the impression the house is occupied.

### **\* PROPERTY MARKING**

Mark all property with the postcode and house number with an Ultra Violet Pen (But this will have to be repeated after about 6-9 months). Alternately you could use a “Forensic DNA Property marking” option. Phone 101 and ask to speak with your Local Policing Team to order one.

<http://www.securedbydesign.com/companies/companies.aspx?category=20&companyname=all>

Also consider video or photograph the objects and make a written record

### **MOBILE PHONE / PC / LAPTOP / & ON-LINE SECURITY**

All mobile phones offer the facility to be PIN protected and we would advise such, so consult the user guide to make use of this. All PC's and Laptop operating systems allow for multiple users. We would strongly recommend doing this and they are password protected. Never log on to the Internet as the Administrator as potentially the device could be accessed whilst surfing and also ensure your Home Wi-Fi is password or encrypted protected.

## **PERSONAL PROTECTION**

### **DOOR VIEWER / DOOR CHAIN**

Use a door viewer to identify callers and a chain when speaking to prevent the door being pushed open. Alternatively, never open a door to strangers, clarify and identify them before allowing in.

### **\* ALARMS**

Statistically, the best protection for unoccupied houses. Ranging from inexpensive DIY kits to sophisticated systems there are scores of burglar alarms on the market. Quality fitted alarms will certainly be a deterrent to burglars. Easily installable ‘wire-free’ alarms are available whereby sensors fitted around the house transmit radio signals to a control system. These systems usually take three or four hours to fit. Wired alarms are cheaper but take longer to install. For more information on Alarms visit [www.gloucestershire.police.uk](http://www.gloucestershire.police.uk).

**For non-monitored systems, make sure you register your key holder details via the Force website. [www.gloucestershire.police.uk/Crime%20Reduction/Keyholders/item4081.html](http://www.gloucestershire.police.uk/Crime%20Reduction/Keyholders/item4081.html)**

### **\* SECURITY PRODUCTS**

Additional information on “Police Approved” products can be found at

[www.securedbydesign.com](http://www.securedbydesign.com) or [www.soldsecure.com](http://www.soldsecure.com)

***Please note: Neither the Police nor the Home Office can take legal responsibility for the advice given. Crime prevention / reduction advice can only be given as to what measures might be taken to reduce the risk of crime but no guarantee can be given that such measures will prevent crime. For additional information, please visit our web site, under Crime Reduction.***

**In an emergency dial 999 or 112 or a non-emergency dial 101 or Contact us on email [callcentre@gloucestershire.police.uk](mailto:callcentre@gloucestershire.police.uk)**

\* Denotes an on line web address where additional information can be found. If you don't have access to the Internet, consider asking a relative and or friend who has, to do so on your behalf. Alternatively you could ask your local library to do this for you, when you next visit.