

Neighborhood Watch



Getting Started!

DeKalb County Police Department

A Checklist For Starting a Neighborhood Watch Program

You Will Need

- ☐ A person or group of people committed to starting a Neighborhood Watch.
- ☐ A planning committee to initiate the program.
- ☐ A list of what issues initially need to be addressed in your community.
- ☐ A means of communicating with the residents, e.g., e-mail, fliers, telephone trees.
- ☐ Publicity for the initial Neighborhood Watch meeting.
- ☐ A meeting agenda to keep things moving and on track.
- ☐ A place to meet-resident's house or apartment, community center, school, library.
- ☐ A Public Education Specialist to discuss the crime issues in the neighborhood.
- ☐ A map of the community with spaces for names, addresses, and phone numbers of all households.
- ☐ A sign-up sheet for those interested in becoming block or building captains.
- ☐ Brochures or other materials on topics of interest to the residents.
- ☐ Neighborhood Watch signs to be posted around the community. Some jurisdictions require a minimum number of participants before Neighborhood Watch signs can be posted.
- ☐ Facts about crime in your neighborhood. (These can be found in police reports, newspapers, and residents' perception about crime. Often residents' opinions are not supported by facts, and accurate information can reduce fear of crime.)

To Add Excitement

- ☐ Mix business with pleasure -allow attendees time to socialize.
- ☐ Seek out neighborhood go-getters -civic leaders and elected officials -to be your advocates and mentors.
- ☐ Work with such existing organizations as citizens' association, tenants' association, or housing authorities.
- ☐ Provide speakers on topics of community interest.
- ☐ Link crime prevention into activities promoted by other groups: child protection, anti-vandalism projects, community service, arson prevention, recreation activities for young people.
- ☐ Start a neighborhood newsletter.
- ☐ Arrange for *McGruff* to make a surprise appearance at a meeting, rally, or other event.

To Build Partnerships

- ☐ The police or sheriffs' office's endorsement is critical to a Watch group's credibility. These agencies are the major sources of information on local crime patterns, crime prevention education, and crime reporting.
- ☐ Local businesses and organizations can help provide fliers and a newsletter, offer meeting places, and distribute crime prevention information. Ask an electronics store to donate cellular phones.
- ☐ Libraries can provide research materials, videos, computers, and meeting space.
- ☐ Media can aid Neighborhood Watches by publicizing recruitment drives.
- ☐ Look to volunteer centers, parent groups, and labor unions for advice on recruiting volunteers.
- ☐ Teenagers are valuable resources. They can be an integral part of a citizens' patrol including biking and rollerblading to scout the neighborhood.
- ☐ Places of worship can provide meeting space and a good source of volunteers.





DUTIES OF NEIGHBORHOOD WATCH COORDINATOR (RESIDENTIAL)

1. Identify a block captain for every 8 to 10 homes.
2. Assign them homes and give informational materials for each resident.
3. Give each block captain sign-in forms and set a deadline as to when to have signatures returned. (Remember 75% participation in signatures is needed for signs.)
4. Contact the PUBLIC EDUCATION SPECIALIST and advise when sign-up forms are completed. Booklets and stickers will be given to each resident, followed by putting up neighborhood watch signs.
5. Maintain a list of block captains and stay in touch with crime and community related problems.
6. Advise your PUBLIC EDUCATION SPECIALIST of any community projects you may have or aggravated crime problems your community may be experiencing.
7. Contact your PUBLIC EDUCATION SPECIALIST every three months for a crime update.
8. Remember this is a communications network only. If a resident sees a crime, they should call the police first. DIAL 911!!!
9. Assess needs of the community to determine problems such as juvenile crime, vacant houses, drugs, speeding, dogs, etc. and what programs can be put into place to address these problems.



DUTIES OF NEIGHBORHOOD WATCH BLOCK CAPTAIN

1. Make a personal visit to each home assigned to you and discuss the Neighborhood Watch Program. Give each person pamphlet information.
2. Each person who wishes to participate should sign on the form provided. 75% participation is needed for the neighborhood to become active and to receive a Neighborhood Watch sign for their community.
3. Turn in sign - up list to **coordinator** by _____.
Keep a copy of your **sign-up sheet** for future contact.
4. Give your name and **phone number** to those **neighbors** you **sign up**.
5. If a neighbor **sees or suspects criminal activity taking place**, they should first call the police at 911. Next, they should **contact their block captain**. The block captain should in turn **contact the coordinator**. The **coordinator** should **call the PUBLIC EDUCATION SPECIALIST** and advise **what has happened**. It would then be the responsibility of the **CRIME AWARENESS UNIT** only to **decide whether an Alert** should go out to the **community**. This chain of **command must** be followed in order to avoid confusion and **unnecessary rumors**.
6. When the coordinator calls and give information about criminal activity, make sure you pass that information on to the homes you've been assigned.
7. Welcome new neighbors that move into the area that you are assigned and explain to them the Neighborhood Watch Program.
8. After signatures have been turned in and the Neighborhood Watch Program has become active, give each neighbor on your list a **membership sticker** and a **Guide to Burglary Prevention Booklet**.
9. To maintain your Neighborhood Watch and to remain active, it is necessary to update signatures every two years.

Block Street Name: _____



NEIGHBORHOOD WATCH PARTICIPATION FORM

By signing this form, I agree to participate in the local Neighborhood Watch Program. I agree to make a conscious effort to better protect my neighborhood by becoming aware, alert and involved in this program designed to reduce criminal activity.

NAME

ADDRESS/E-MAIL

TELEPHONE

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

16.

17.

18.

19.

20.

Block Captain's Name

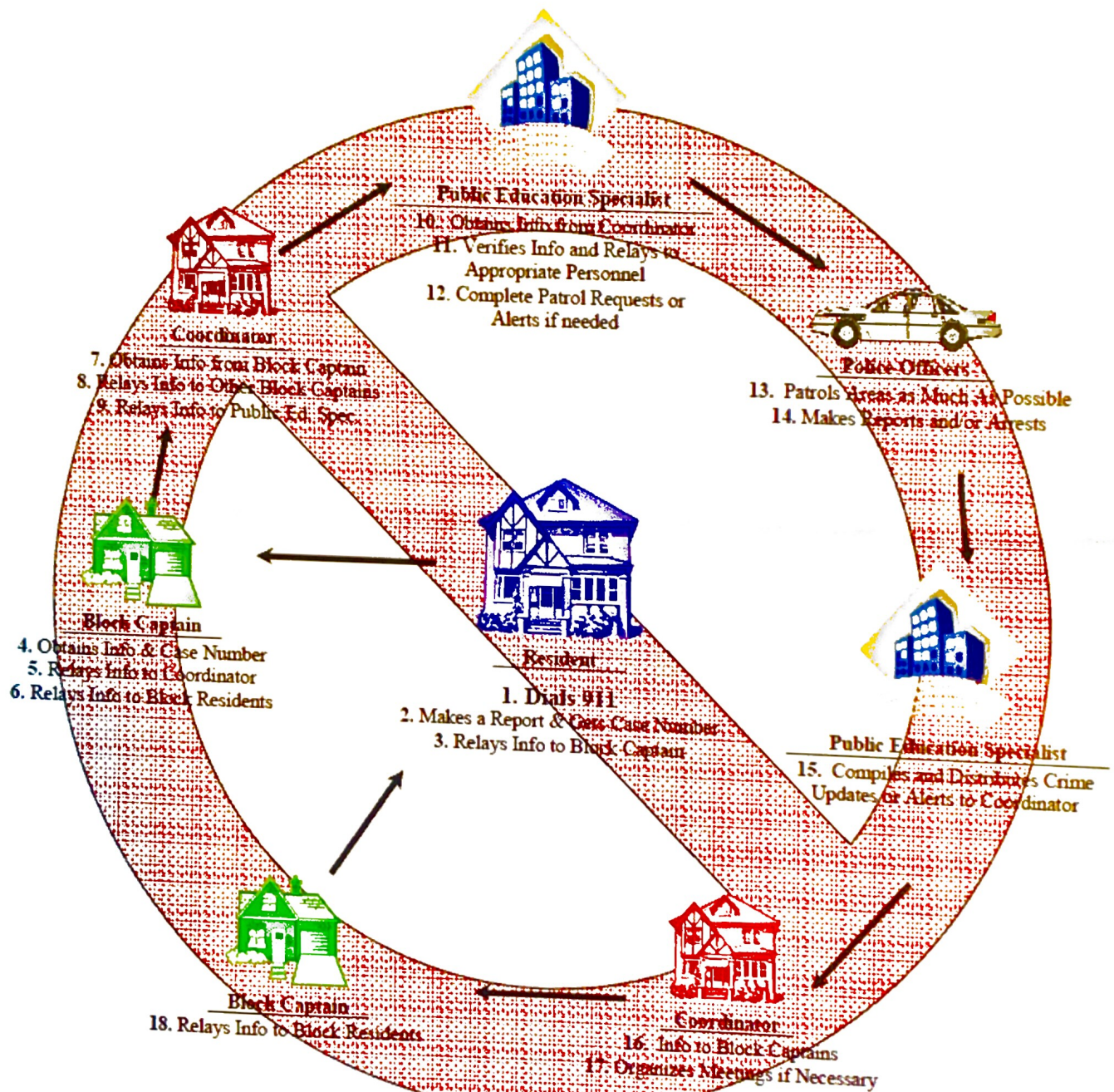
Address

Telephone

Date

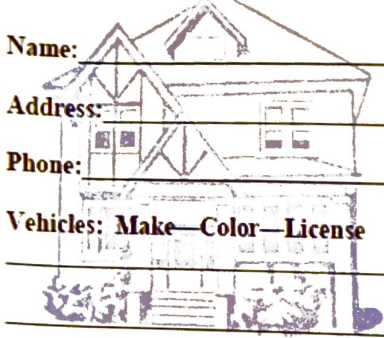
#of Homes

Neighborhood Watch Communications Chart

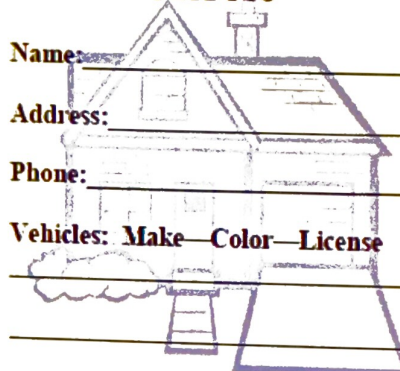


Good Neighbor Watch

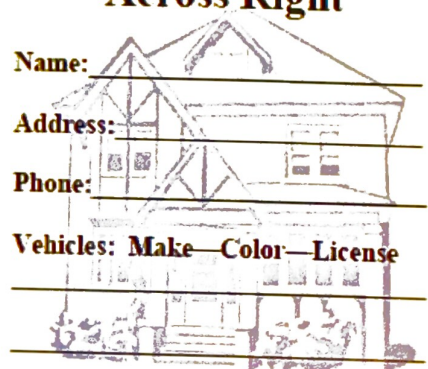
Across Left

Name: _____
Address: _____
Phone: _____
Vehicles: Make—Color—License _____


Across

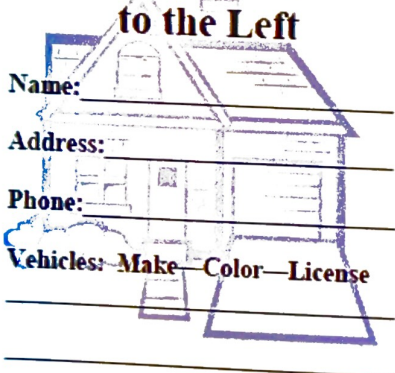
Name: _____
Address: _____
Phone: _____
Vehicles: Make—Color—License _____


Across Right

Name: _____
Address: _____
Phone: _____
Vehicles: Make—Color—License _____


**Please Do Your Share.
Let's All Watch Out for Each Other.**

Next Door to the Left

Name: _____
Address: _____
Phone: _____
Vehicles: Make—Color—License _____


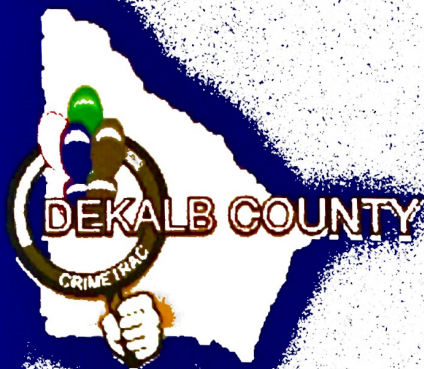
Your Home

Remember to Report All Crimes
In the case of an EMERGENCY
DIAL 911


Next Door to the Right

Name: _____
Address: _____
Phone: _____
Vehicles: Make—Color—License _____


Know Your Neighbors



DeKalb County Police Department

KEEPING "TRAC" OF DEKALB COUNTY
WITH

CRIMETRAC

It's as easy as 1, 2, 3!

1. Search

- By Address
- By Crime

2. Focus

- Number of crimes within radius
- Number of crimes near specific address

3. Obtain Report

- Date Range
- Crime Type



- Innovative mapping system for citizens
- Provides accurate and timely crime data in the form of reports and maps
- Informs citizens of activities taking place in their own neighborhoods
- Citizen friendly and easy to use
- Easy as 1, 2, 3– just search, focus and obtain report on any area in unincorporated DeKalb County
- Log on to www.dekalbpolicy.com



CRIMETRAC

www.dekalbpolicy.com

Home Security Tips



Home security is a basic component of *Neighborhood Watch*. If a burglar needs more than one or two minutes to break into a home, chances are he will leave for fear of being seen or of making too much noise. Although there is no guarantee against break-ins, there are a few simple steps residents can take to reduce their chances of victimization. The primary step is to take a security survey of your home to identify those areas that could be made more secure:

Address

Make sure that your address is visible on our house and can be read from the street, especially at night.

Lighting

- Good outside lighting can be a deterrent to burglars. Light those areas that are accessible to prowlers and visible to your neighbors. These include all doors and windows.
- Any spotlights that you install should shine on those areas, not out into the yard.
- Install photoelectric timers on your outside lights so they will go on and off with the rising and setting of the sun.

Do not leave porch lights on during the day--to burglars it's a sure sign that no one's home.



Landscaping

- Expose your house to the neighborhood.
- Make sure bushes do not hide your door from view, making it possible for burglars to spend more time breaking in.
- Bushes should be trimmed to below window level so that burglars can't have a secluded place to break into. Also, your visibility to your neighbors houses will be improved.
- For larger shrubs, trim up from the ground three feet to increase exposure of anyone hiding behind them.
- Hedges should be trimmed no higher than three feet.



Shrubby provides not only cover for burglars, but hiding places for tools and stolen property.

Doors

- Exterior doors should be solid, not hollow core. They should fit snugly in the frame and the hinges should not be exposed.
- Sliding glass doors should have a dowel in the track to prevent opening. Place screws in the upper track so that they do not touch the door as it slides but prevents someone from lifting the door out of the track.
- Double doors should have one side locked at all times by a heavy duty flush or surface bolts that go into metal strike plates. Deadbolts should also be used.

