



HERTFORDSHIRE

CONSTABULARY

# Home Security Survey

## Self-Assessment Checklist

The aim for this home security self-assessment is to answer 'yes' to most of the statements. Where the answer is 'no', you should take appropriate action to address issues where possible and practical.

Remember, most burglaries are committed by 'opportunist' criminals who may be passing by and notice a window left open, a house that looks unoccupied or has little obvious security, or where there is natural 'cover' so they think they won't be seen.



When making improvements to home security or purchasing other security equipment, look for products that have reached Secured By Design (SBD) standards. More information can be found at the SBD website: [www.securedbydesign.com](http://www.securedbydesign.com)

### Alarms

Consider fitting a monitored burglar alarm to your premises as this is the only type of alarm that police will respond to. Other types of alarm include 'bells only' that will draw attention to your property in the event of a burglary.

	Yes	No
Audible alarms rely to some extent on there being someone in the vicinity to hear them, so in remote areas these alarms become less effective.	<input type="checkbox"/>	<input type="checkbox"/>
The alarm sounder box itself should be fixed to a prominent position on the front of your home to act as a visual deterrent.	<input type="checkbox"/>	<input type="checkbox"/>
Consult your insurance company for the type of alarm they recommend to comply with their policy.	<input type="checkbox"/>	<input type="checkbox"/>
The alarm should be regularly maintained, as false activations can become an annoyance for your neighbours and a waste of police resources.	<input type="checkbox"/>	<input type="checkbox"/>

### Lighting

Please ensure the exterior of the home is well lit during the hours of darkness, avoid fitting sensor operated lights as these can be easily defeated. Consider fitting lights on timer switches inside your home with a fake TV light to give the impression that the home is occupied. The following lighting advice for your home applies:

	Yes	No
Use 'Dusk to Dawn' lighting. Lighting your home sends a message to a potential thief that the householder has put in place security measures.	<input type="checkbox"/>	<input type="checkbox"/>
Use timer switches on internal lights so they switch on and off automatically and make it look like there is someone at home.	<input type="checkbox"/>	<input type="checkbox"/>
A simulated TV and/or radio used on a timer switch during the dark evenings is an inexpensive way to give the appearance that someone is home.	<input type="checkbox"/>	<input type="checkbox"/>

## Doors and Windows

Installing 'Secured by Design' doors and windows can greatly enhance the security of a property. The strongest doors and windows can still be overcome if you do not ensure that they are double locked whenever necessary. A sound routine should be established to prevent a burglar taking advantage of an open window or insecure door:

	Yes	No
All external doors should be fitted with at least one lock. For uPVC or composite doors, this should be a Euro profile lock to TS007 standard ('Three Star' for full protection). External wooden doors should be fitted with at least two mortice locks that meet British Standard BS3621.	<input type="checkbox"/>	<input type="checkbox"/>
If locks need to be replaced, consider the condition of the door and frame as it may be more beneficial to replace it with a PAS 24-2012 door and frame that will be more robust in construction. <i>Manufacturers of these standards of doors and windows can be found at: <a href="http://www.securedbydesign.com">www.securedbydesign.com</a>. For replacement locks contact a locksmith via The Master Locksmiths Association: <a href="http://www.locksmiths.co.uk">www.locksmiths.co.uk</a>.</i>	<input type="checkbox"/>	<input type="checkbox"/>
For uPVC doors, you must lift the handle and turn the lock to double lock it.	<input type="checkbox"/>	<input type="checkbox"/>
Patio doors are potentially vulnerable. An anti-lift device could be installed to prevent sliding patio doors being lifted out of their tracks. Locks fitted to patio doors should also meet the standards highlighted above.	<input type="checkbox"/>	<input type="checkbox"/>
Window locks are strongly recommended for all windows to secure your property.	<input type="checkbox"/>	<input type="checkbox"/>
If you do not have a window in your front door, or some other way of checking who's calling, fit a 'spy hole' or electronic door viewer. <i>Remember 'Not sure? Don't open the door!'</i>	<input type="checkbox"/>	<input type="checkbox"/>
Consider fitting a letterbox restrictor or deflector plate to prevent thieves from using the letterbox to open the door from the inside and/or steal items.	<input type="checkbox"/>	<input type="checkbox"/>
It is a good idea to display a 'no cold callers' sticker on your front door to deter bogus callers.	<input type="checkbox"/>	<input type="checkbox"/>

## Alert Systems

Camera alert systems can be installed to notify you via your smartphone to potential criminal activity in or around your home. These systems can provide police with photographic evidence of offenders.

	Yes	No
A doorbell camera with a motion sensor alerts you to activity and enables you to view, hear and speak to anyone at or near your front door via your smartphone, tablet or PC from anywhere.	<input type="checkbox"/>	<input type="checkbox"/>
An interior camera, activated via motion sensor, alerts your smartphone to activity in your home when you are out.	<input type="checkbox"/>	<input type="checkbox"/>

## Valuables

It is important you hide and secure your valuable items in your home. If these are visible, they can attract intruders.

	Yes	No
Place your car keys in a secure metal box as far away as possible from the front door, to prevent the interception of radio signals from the key. Cars can be stolen using this method.	<input type="checkbox"/>	<input type="checkbox"/>
Handbags and wallets should never be left in sight of windows and doors.	<input type="checkbox"/>	<input type="checkbox"/>
Any jewellery or high value items should be kept locked in a substantial safe that is secure by raw bolts to the floor or wall.	<input type="checkbox"/>	<input type="checkbox"/>
Do not leave charger cables plugged in or in view of windows as this alerts burglars to the possibility of high value electrical items inside the home.	<input type="checkbox"/>	<input type="checkbox"/>
Consider the security of your post. Theft of mail can lead to identity theft and fraud. External letterboxes should be lockable.	<input type="checkbox"/>	<input type="checkbox"/>
Always be present for the delivery of high value items or collect them from the distribution point yourself where you can provide ID to retrieve your items.	<input type="checkbox"/>	<input type="checkbox"/>
Have you photographed your valuable items next to a scale that will indicate their size to allow possible identification?	<input type="checkbox"/>	<input type="checkbox"/>

## Security Marking Property

Security marking is one way to help ensure that the police can return your property to you if it has been lost or stolen or to prove an offence has occurred, which may lead to a successful arrest and prosecution.

Why not register and mark your property free of charge on [www.immobilise.com](http://www.immobilise.com)? Immobilise informs the police, insurers and the second hand trade and helps in the recovery of your property.

	Yes	No
Property should be marked on the back or underside of the item with an ultra violet pen or by engraving your postcode with your house number or the first two letters of your house name in brackets. If you move home, security mark all your items again.	<input type="checkbox"/>	<input type="checkbox"/>
Items which cannot be marked by conventional means, such as jewellery, should be photographed and keep the photographs in a safe place. Please use enclosed scale to indicate the size of the items.	<input type="checkbox"/>	<input type="checkbox"/>

## Garages & Sheds

Garages and sheds are often full of expensive tools, which thieves may use to break into your home!

	Yes	No
Never leave a garage or garden shed unlocked, especially if it has a connecting door to the house. A thief could get in and work on the door inside without being seen.	<input type="checkbox"/>	<input type="checkbox"/>
Fit close shackle security padlocks to shed and garage doors and ensure substantial doors are fitted to withstand attack.	<input type="checkbox"/>	<input type="checkbox"/>
Lock up and chain ladders together to ensure a thief could not use them to gain access to your home.	<input type="checkbox"/>	<input type="checkbox"/>
Place tools in locked steel boxes that are raw bolted to the floor or wall. Fit ground anchor posts to secure larger tools and equipment.	<input type="checkbox"/>	<input type="checkbox"/>
Visibly and permanently mark all property you keep in sheds and garages.	<input type="checkbox"/>	<input type="checkbox"/>
Consider purchasing a low cost shed/ garage alarm, on a separate circuit to the home alarm system.	<input type="checkbox"/>	<input type="checkbox"/>

## Gardens & Fencing

Fencing is often the first line of defence when it comes to deterring a thief. It can offer a barrier which is either difficult to climb or helps define your property. Garden equipment can often aid a burglar to access your home. Please consider the following:

	Yes	No
Low level planting or fence and gate (approx. 1m high) at the front of your house will allow a potential burglar to be seen by you and/or your neighbours.	<input type="checkbox"/>	<input type="checkbox"/>
Burglars don't like gravel, it's noisy to walk on.	<input type="checkbox"/>	<input type="checkbox"/>
Position your wheelie bins where they cannot be climbed on to gain access.	<input type="checkbox"/>	<input type="checkbox"/>
Gates leading to the rear of the house should ideally be in line with the front of your property. This increases the chances of you or a neighbour seeing someone trying to access them.	<input type="checkbox"/>	<input type="checkbox"/>
A thorny hedge along the boundary of your property deters thieves. Consider planting spiky plants or prickly bushes. Ensure that passers-by can see the front of your home so a burglar would be seen.	<input type="checkbox"/>	<input type="checkbox"/>
At the rear of your house a fence approximately 1.8m high with an open trellis provides good security and is difficult to climb.	<input type="checkbox"/>	<input type="checkbox"/>
Do not build pergolas, gazebos or other structures too near to the house, they can help thieves reach upper windows.	<input type="checkbox"/>	<input type="checkbox"/>

## When you are away...

	Yes	No
If you can, get a friend or neighbour to look after your home while you are away. Ask them to collect your post, draw your curtains at night and open them in the mornings, and generally make the place look lived in. Be prepared to do the same for them.	<input type="checkbox"/>	<input type="checkbox"/>
Cancel any milk or newspaper deliveries to avoid indicating that the property is empty.	<input type="checkbox"/>	<input type="checkbox"/>
Cut the lawn before you go away. If possible, ask someone to cut it again if you are away for some time.	<input type="checkbox"/>	<input type="checkbox"/>

Do not publish your absence on the internet or social media. Comments and photos can indicate that you are away from home.	<input type="checkbox"/>	<input type="checkbox"/>
Consider leaving important documents and valuable items with other family members or a bank, or lock them in a safe.	<input type="checkbox"/>	<input type="checkbox"/>
If you normally leave valuable pedal cycles or similar items in your shed, consider putting them in the house for extra security while you are away.	<input type="checkbox"/>	<input type="checkbox"/>
Avoid discussing holiday plans where strangers may hear details of your absence from home.	<input type="checkbox"/>	<input type="checkbox"/>

### **Additional Advice for Houses of Multiple Occupancy (HMOs)**

**Landlords of HMOs must meet the standards set by their local authority. As a tenant of a multiple occupancy dwelling, please consider the following security measures:**

	Yes	No
Discuss the security of the property with the landlord and report any issues as soon as possible.	<input type="checkbox"/>	<input type="checkbox"/>
Ensure doors to bedrooms are locked where possible and if previous tenants still have keys, request a lock change from your landlord.	<input type="checkbox"/>	<input type="checkbox"/>
Make sure communal entrance doors are kept closed and secure. Rear doors are often accidentally left unlocked, so get into the habit of checking them.	<input type="checkbox"/>	<input type="checkbox"/>
Ensure windows are closed and locked when not in use.	<input type="checkbox"/>	<input type="checkbox"/>
Remember to lock your own room whenever you leave it. Your locking system should be key operated from outside but thumb turn operated from inside the room.	<input type="checkbox"/>	<input type="checkbox"/>
Where an access control system is fitted, never share entry codes. Never buzz in or let in anyone you do not know nor allow an unknown person to follow you in.	<input type="checkbox"/>	<input type="checkbox"/>
Keep your valuables out of sight and away from doors and windows. Do not leave empty packaging around external bins as this may indicate there is something worth stealing.	<input type="checkbox"/>	<input type="checkbox"/>
If a room or shared house is to be left unoccupied for a period of time, tenants should either remove all valuables or take them out of view.	<input type="checkbox"/>	<input type="checkbox"/>
Avoid leaving mail or other personal documents in an insecure area: theft of mail can lead to identity theft and fraud. Have your mail redirected if you move elsewhere.	<input type="checkbox"/>	<input type="checkbox"/>
Consider installing an alarm system or a wifi-connected camera system that will alert you to movement in your room via your smartphone.	<input type="checkbox"/>	<input type="checkbox"/>
Use timer switches on a light, radio or fake TV to give the impression the room is occupied.	<input type="checkbox"/>	<input type="checkbox"/>

**For further advice, please contact your local Safer Neighbourhood team at Hertfordshire Constabulary on the non-emergency number: 101.**