

# Home Security Checklist

The information and advice given in this booklet is free of charge. There can be no guarantee that the measures listed will prevent crime. Please read the content of this Home Security Guide before completing this assessment.

Question	Tick	Solution
<b>EXTERNAL SECURITY</b>		
1. Is the side and rear of your home protected against intruders? See page 12	<input type="checkbox"/>	<i>Good security fences and lockable gates can deter intruders.</i>
2. Are your gardens well maintained? See page 14	<input type="checkbox"/>	<i>Intruders are more likely to target homes that look uncared for.</i>
3. Are your garages and sheds secure? See page 13	<input type="checkbox"/>	<i>Fit strong locks to sheds and garage doors.</i>
4. Is there good visibility to the front of your home? See page 12	<input type="checkbox"/>	<i>Keeping the height of shrubs and hedges low, can prevent burglars from working on a property unseen.</i>
5. Are all external doors and vulnerable areas lit? See page 13	<input type="checkbox"/>	<i>Good external dusk to dawn lighting can deter burglars.</i>
<b>FRONT/REAR DOORS</b>		
6. Is your front door solid and in good condition? See page 6	<input type="checkbox"/>	<i>The door should be solid, strong and free from cracks and warping.</i>
7. Is your door frame in good condition?	<input type="checkbox"/>	<i>The frame should be as strong as the door</i>
8. Does your door have a door viewer, or some other method of seeing who is outside without unlocking the door? See page 6	<input type="checkbox"/>	<i>Door viewers allow you to see who's at the door, before opening it.</i>
9. Does your front door have a door chain or similar device? See page 6	<input type="checkbox"/>	<i>These allow you to greet visitors safely. 'If in Doubt, Keep Them Out'.</i>
10. Does your front door have a 5 lever mortice lock and night-latch or multi-point locking system? See page 7	<input type="checkbox"/>	<i>A mortice lock should be at least a 5 lever lock certified to BS3621.</i>
11. Is your letter box 16 inches (40cm) away from any door locks? See page 6	<input type="checkbox"/>	<i>A letterbox deflector prevents thieves reaching in and opening locks from the inside.</i>
12. Are your back door frames in good condition?	<input type="checkbox"/>	<i>The frame should be as strong as the door.</i>
13. Do your back doors have 5 level mortice locks and two mortice bolts, or a multi-point locking system? See page 6	<input type="checkbox"/>	<i>A mortice lock should be at least a 5 lever lock certified to BS3621.</i>
14. Are your patio doors fitted with an additional patio door lock? See page 8	<input type="checkbox"/>	<i>Additional patio locks can stop patio doors from being lifted off the rails.</i>
15. Do you keep your doors locked even when your home is occupied?	<input type="checkbox"/>	<i>A distraction burglar will often enter an occupied home through an unlocked door.</i>

Question	Tick	Solution
<b>WINDOWS</b>		
16. Do you have locks on all of your windows? (With the exception of designated fire escapes). See page 10	<input type="checkbox"/>	<b><i>If the glass has been smashed, a locked window cannot be opened.</i></b>
17. If you have French windows, are they secure? See page 8	<input type="checkbox"/>	<b><i>Mortice and hinge bolts should be fitted to both doors.</i></b>
<b>ALARMS</b>		
18. Does your home have a burglar alarm? See page 15	<input type="checkbox"/>	<b><i>An alarm is a powerful deterrent to burglary. Always activate your alarm before going to bed.</i></b>
19. Does your home have smoke alarms?	<input type="checkbox"/>	<b><i>For a free home fire safety check contact your local fire service. See page 21</i></b>
<b>PROPERTY MARKING</b>		
20. Are your personal valuable items security marked? See page 17	<input type="checkbox"/>	<b><i>Homes protected by Smartwater are five times less likely to be burgled.</i></b>
21. Have you got a record of your personal/valuable items? See page 22	<input type="checkbox"/>	<b><i>Record details of your valuables on the enclosed property record sheet in this guide.</i></b>
<b>GOOD HOUSEKEEPING</b>		
22. Do you keep all keys out of sight of doors and windows?	<input type="checkbox"/>	<b><i>Remember thieves can hook keys through your letterbox.</i></b>
23. Do you keep all valuables out of sight?	<input type="checkbox"/>	<b><i>Do not position valuable items so they can be seen from outside. Blinds or net curtains can be used to limit views.</i></b>
24. Have you removed any valuable property stored in sheds or garages? See page 13	<input type="checkbox"/>	<b><i>Sheds and garages are not designed for secure storage.</i></b>
25. Do you have a smoke alarm, on each level of your home that you check every week?	<input type="checkbox"/>	<b><i>Change the battery in your smoke alarm every year. Replace your smoke alarm every ten years.</i></b>

Any crime reduction measures implemented should take full account of the following legislation:

- The Occupiers Liability Act 1984
- Health and Safety
- Planning Law and Local Planning Governance
- Building Regulations
- The Highways Act 1980
- Any other relevant legislation
- Fire Regulations
- Crime and Disorder Act 1998

**It is particularly important that work carried out to improve security will not make it difficult for the occupants to evacuate in the event of a fire.**

**Any alterations to the property, undertaken by a tenant will need to be done with the permission of the landlord.**

## **Credits**

***This guide was written by:***  
*Peter Hill, Community Safety Officer,  
Redditch Community Safety Partnership.*

***Technical Advisor***  
*PC Edward Mills, Crime Risk Manager,  
West Mercia Constabulary.*

***Design Format***  
*Classic Lines Design, The Coach House, Old Burcot Lane,  
Bromsgrove B60 1PH  
Tel: 01527 882992 [www.classiclinesdesign.com](http://www.classiclinesdesign.com)*

***For information regarding the reproduction and distribution  
of this guide please contact:***

***The Community Safety Team,  
Redditch Borough Council,  
Town Hall,  
Walter Stranz Square,  
Redditch,  
Worcestershire B98 8AH  
Tel:01527 534187***