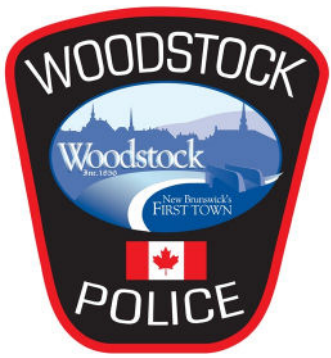


Woodstock Police Force

Standing Order

Date: 13 December 2023	Standing Order: 2023-012
Subject: WPF Neighbourhood Watch Program and Policy	
Link to Supporting Documentation: Policy and Information from Ottawa Police Service	
Hello and good day, Please see the attached WPF Neighbourhood Watch Program information and policy. If and when applicable, officers/staff shall; • Provide the information (power point slides) to anyone inquiring about the program • Record, via RMS, a general occurrence (GO) on the request received • GO file to be forwarded to the Community Resource Officer (CRO) for follow-up and/or facilitation (please note that GO assignment shall change to the Community Engagement Unit [CEU] officers, upon their entry into the organization structure effective September 2024) Special thanks and credit to the Ottawa Police Service for the opportunity to access and adopt their NW information. Thank you kindly for your anticipated support and cooperation. A PDF version of the policy has been saved to WPF “TrueNAS U” drive /wpfshare /WPF POLICIES The ‘Neighbourhood Watch – Community Information Page’ slideshow has been added to a folder titled “NEIGHBOURHOOD WATCH” in the officer “FORMFLOW” folder. Gary	
Approval – G. Forward, Chief of Police	Date: 13 December 2023
Signature: <i>G. Forward</i>	



Woodstock Police Force Neighbourhood Watch At A Glance



What is Neighbourhood Watch?

Is a program that helps people reduce crime in their area by minimizing crime opportunities and by keeping watch out for their neighbours and neighbours' property.



How Does it Work?

It begins with people in a neighbourhood getting familiar with each other & neighbouring properties to better recognize and report activity/people that may be out of place, or suspicious.



What Are the Benefits of a Neighbourhood Watch?

You can get tips on how to make your property less inviting for thieves, while encouraging others in your area to do the same. The result may be an area that criminals perceive as uninteresting.



How Do We Get Started?

STEP 1 → Talk to Your Neighbours.

STEP 2 → Organize a Meeting.

STEP 3 → Start Your Watch.

STEP 4 → Keep the Momentum Going!

STEP 1:

- Identify what goals and concerns you share?
- Don't be dissuaded if some neighbours aren't interested.
- Establish community boundaries for which your group will watch.

STEP 2:

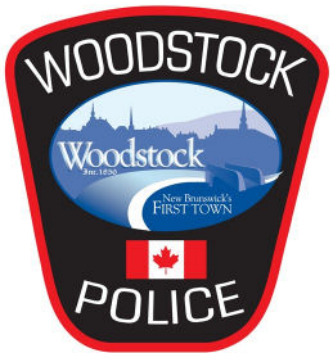
- **Invite a police officer** to attend to provide a NW presentation.

STEP 3:

- Identify crime and safety issues experienced in your area.
- Develop a plan to address the issues.
- Establish consensus and buy-in on the plan.

STEP 4:

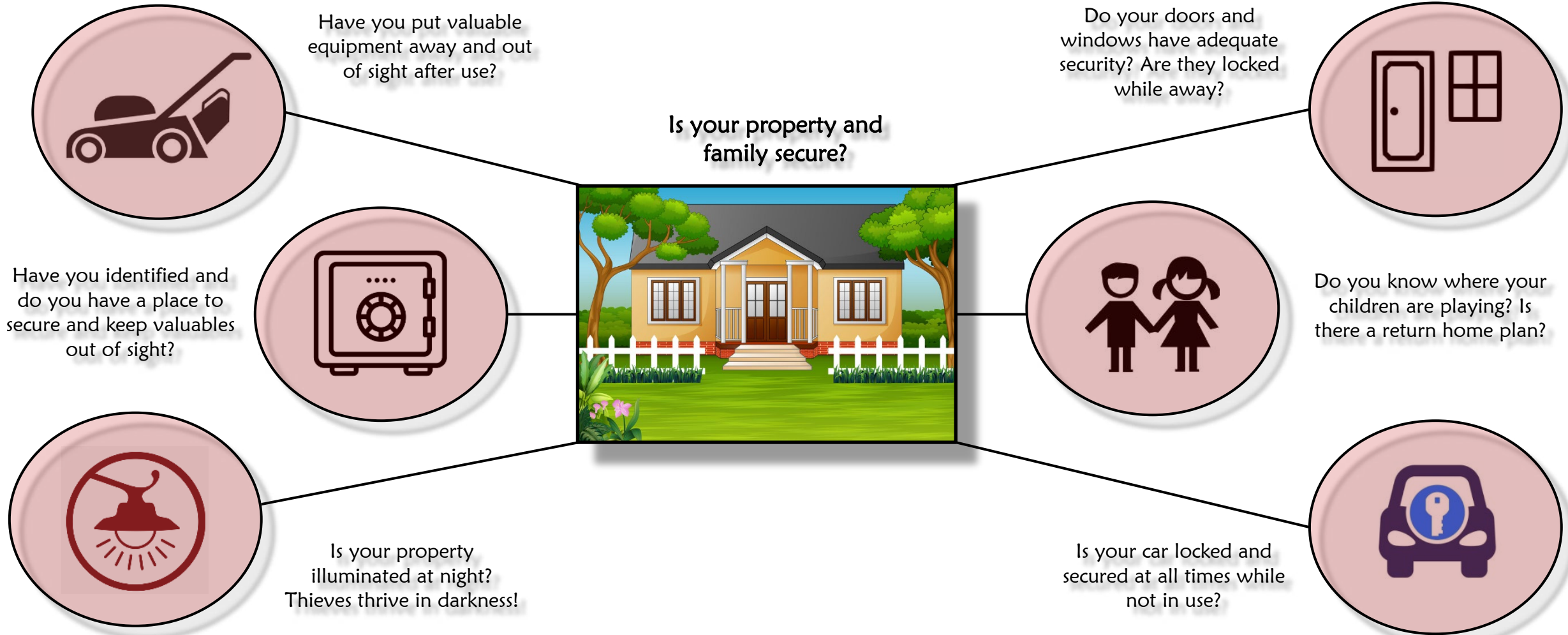
- Schedule regular monthly meetings, or as needed.
- Research and share crime prevention "best practices."
- Update/Inform your group through email and/or a newsletter.



Neighbourhood Watch At A Glance: Is there an opportunity to commit a crime?

REMEMBER...

If criminals find theft opportunities and success in an area, they will return again and again.





NEIGHBOURHOOD WATCH

Neighbourhood Watch is a program to help neighbours watch out for neighbours. It aims to get citizens involved in discouraging and preventing crime at the local level. The ultimate success of Neighbourhood Watch depends largely on a commitment to cooperation between area residents and the police - and more importantly, between residents themselves.

Your neighbours know who you are, what type of car you drive, and may be the first to notice a suspicious person at your door or window. A police officer patrolling your community may not recognize a stranger in your yard - but your neighbour will.

By simply getting to know the neighbours around you, you'll be well positioned to recognize someone or something that's suspicious.

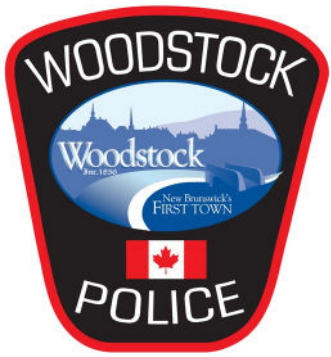
The Neighbourhood Watch Program encourages participation in crime prevention. As part of the program, you can learn:

- how to recognize and report suspicious activity in your neighbourhood,
- how to make your home less inviting as a target for thieves, and
- how to participate in Operation Identification, an engraving program for your valuables.



SAFEGUARD YOUR HOME

- Safeguard your home to reduce the risk of break-ins, theft, property damage or vandalism.
- The audit is based on a checklist, and you will be provided with a report that identifies safety improvements, provides crime prevention tips and promotes other crime prevention initiatives.
- Take the Home Security Challenge by answering the following questions to see if your home is vulnerable:
 - Are there clear views of all windows and doors (i.e. not obscured by high fences, bushes, etc.)?
 - Do you ensure newspapers and flyers are collected, the driveway is shoveled and the grass is cut when you are away?
 - Do you leave lights on timers, both inside and outside the home, when you are away?
 - Do all of your doors have a deadbolt lock?
 - Do the strike plates (the piece of metal on the door frame that accepts the deadbolt) on your exterior door locks have four screws securing them to the frame?
 - Do all the windows with a single locking device have a second security feature?
 - Do you store your valuables in a safety deposit box or an isolated area of your home?
 - Are your valuables marked with your personal identification number?
 - Do you store your car keys in a location that is out of sight within your house?
 - Do you know your neighbours across the street and on all three sides of you?

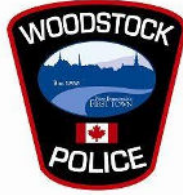


HOME SECURITY TIPS

Certain indications indicate that a home is vacant or a better target for a break-and-enter. Below is a list of suggestions to reduce your risk of becoming a victim:

When you move into a new home, you should change or re-key the locks immediately.	Always keep your front door locked.
Keep screen doors locked whenever your main door is open.	Garage doors leading directly into your home should be kept locked at all times, even when you are in the house or backyard.
Never ignore a knock at the door.	Limit the size of accessible window openings.
Chain locks are NOT recommended as security for doors. Instead, invest in a peephole/eye viewer, which allows you to look out but does not allow the person to see inside.	Lock ladders to the house, fence or inside a shed or garage. Unlocked ladders can be used to gain entrance through a second-story window.
Be sure second-story windows are closed and locked when not at home.	Trim hedges below the window level to eliminate hiding spots for criminals.
Make sure that outside lights are in good working order.	Take inventory of your property with photos or videos.
Keep objects with sentimental value in a place no one would suspect when not in use.	Keep your vehicle keys out of sight and in a location where no one would look for them.
Always lock your vehicle, even when in the garage.	Make sure your home always looks lived in (i.e. newspapers/flyers picked up, grass cut, snow shoveling, etc.).
Don't let strangers into your home.	Know your neighbours.
When leaving a message on your phone or answering machine, do not indicate that you are not home.	

Woodstock Police Force
822 Main Street
Woodstock, NB
E7M 2E8



Phone: (506) 325-4601
E-mail: wpfadmin@nbpolice.ca

Subject: Neighbourhood Watch

Policy Number: 2023-008

Effective Date: December 13th, 2023

Next Review Date: December 13th, 2026

Area(s) This Policy Applies to:

Office Responsible for Review of this Policy:

Members

Chief of Police or Designated Agent

Related Instruments:

Policy Sponsors:

Chief of Police

Document Pages (including Title Page):

This document consists of 6 pages

Revision History:

Woodstock Police Force

Date of Passage of Current Framework:

December 13th, 2023

**I certify that this Policy was adopted by Woodstock Police
Force as indicated above.**

Date Created:

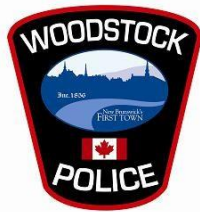
December 13th, 2023

**Woodstock Police Force
Approval Date:**

December 13th, 2023

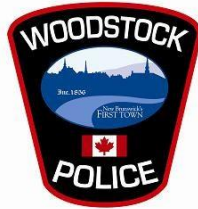
Contact:

Gary Forward, Chief of Police



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4. HOME SECURITY TIPS:.....	3
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1. NEIGHBOURHOOD WATCH¹:

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2. OPERATION IDENTIFICATION:

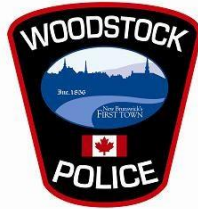
Protect your property and valuables by marking and documenting them.

Marked stolen articles are difficult to sell, and they are more easily traced.

Operation Identification encourages community members to mark or identify valuables as a proactive measure against theft.

Take pictures or videos of your items that can't be engraved, like jewelry, silverware, figurines, paintings, etc.

¹Ottawa Police Service – Neighbourhood Watch; URL Accessed by Cst. S. Kimball 11December2023
<https://www.ottawapolice.ca/en/community-safety-and-crime-prevention/neighbourhood-watch.aspx>



3. SAFEGUARD YOUR HOME²:

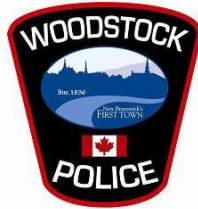
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² Ottawa Police Service – Neighbourhood Watch; URL Accessed by Cst. S. Kimball 11December2023
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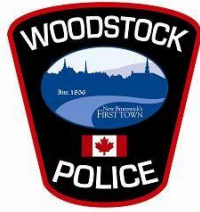


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Woodstock Police Force



Policy: Neighbourhood Watch

5. REFERENCES:

1. [Neighbourhood Watch - Ottawa Police Service](#)
2. [how-to-get-a-watch-going-and-keep-it-going-an-introductory-manual.pdf \(wordpress.com\)](#)
3. [Start a neighbourhood watch - Crime Prevention Ottawa](#)