



# NEIGHBORHOOD WATCH

## TARGET HARDENING FOR THE HOME

### Community Training

#### Instructor's Book



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## Table of Contents

Course Overview .....	4
Partners .....	5
Target Hardening for the Home .....	5
Course Objectives .....	5
Activity: "Walk This Way" .....	6
Target Hardening at Home .....	7
Statistics on Home Burglaries .....	7
Basic Home Target Hardening Techniques .....	8
Doors .....	8
Locks .....	8
Windows .....	9
Lighting .....	9
Appearance .....	11
Alarms .....	11
Garages .....	12
"Hello, is Anybody in There?" .....	12
"We're Not Home Right Now" .....	13
"Hey, Look What I Got!" .....	14
"Key to Success" .....	14
"Making a List and Checking it Twice" .....	14
"Tools of the Trade" .....	14
"Animal Patrol" .....	15
Conclusion .....	15
Register Today! .....	15

## **COURSE OVERVIEW – TARGET HARDENING FOR THE HOME**

**Summary:** Over the past thirty years, Neighborhood Watch has enhanced public safety by creating community-based partnerships to fight crime and improve the quality of neighborhood life. In a continuing effort to promote professionalism in law enforcement and to build positive police/community relations, the National Sheriffs' Association, in cooperation with the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice, is producing and distributing Neighborhood Watch Toolkits to law enforcement agencies across the nation.

This training is designed to build the capacity of law enforcement officers assigned to work with Neighborhood Watch groups by providing specific instruction on each of the sixteen courses presented in the Neighborhood Watch Toolkit.

This course will increase participants' skill levels by teaching them the proper utilization of the tools and the most effective methods of maximizing the course's value for themselves and their communities.

**Time Allocated:** 1 hour

**Method of Instruction:** This presentation will utilize adult learning methodologies including standard lecture, facilitated discussion and participant-based activities. Interactive discussion is encouraged, and activities are an integral component of this course. The training is displayed by PowerPoint presentation found on the Neighborhood Watch Toolkit Community CD-Rom. Tools and Handouts can be found on the CD or in the Appendix of this Handbook. The handouts/tools used in this training are:

- Target Hardening Flipbook

**Instructional Resources Required:**

- Facility: sufficient seating and tables for all participants
- Equipment: Presentation, Computer, LCD Projector, Screen
- Materials: Guide and Participant Book; Flip Chart for instructor and for each table or small group; blank paper and writing utensils for each participant

**Terminal Learning Objectives:** Participants will learn the tenets of target hardening for home security, multiple methods of target hardening, skills that will help protect property, and information that will assist in helping friends and neighbors. By the end of the course, participants will be able to identify potential safety hazards and security threats, and how to make better protect themselves and their neighbors from crime.

## PARTNERS

This training is brought to you by the National Sheriffs' Association in cooperation with a grant provided by the Bureau of Justice Assistance, U. S. Department of Justice.

The NW Toolkit was designed and produced by the Community Safety Institute.

Before we begin the course, let's take a few moments to introduce ourselves to one another. My name is \_\_\_\_\_.

### Instructor's Note:

All participants should introduce themselves by providing their name, agency and level of expertise with Neighborhood Watch. Please limit each introduction to no more than two minutes. Throughout the course during interactive discussions and activities, we will learn more about the participants and their work with Neighborhood Watch groups and volunteers within their communities.

## TARGET HARDENING FOR THE HOME

The topic for today's training is "Target Hardening for the Home."

We will spend the next hour looking at steps for creating a safer home.

## COURSE OBJECTIVES

Let's begin by reviewing the course objectives for today.

In this course, you will learn the foundational tenets of target hardening for home security. We will discuss the need for target hardening, as well as multiple methods of target hardening in the home. You will learn skills that will help you to protect your property, and will gain information that will assist you in helping your friends and neighbors.

By the conclusion of this course you will be able to identify potential safety hazards and security threats, and to make recommendations to citizens that will help them to employ methods and technologies to protect themselves from crime and

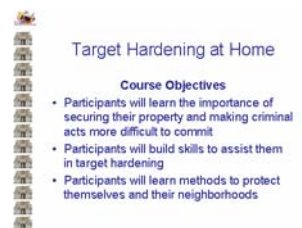
Slide #1



Slide #2



Slide #3



Slide #4



Have two volunteers stand across the room from each other and face each other. They should walk towards one another until they can shake hands.

Now repeat the procedure, but this time have the rest of the class stand in between the volunteers.

victimization. Although this course is specifically designed for homeowners, many of the safety and security lessons also apply to business and commercial properties.

**ACTIVITY: “WALK THIS WAY”**

I will need two volunteers for this activity.

Go to opposite sides of the room and face each other. Walk towards each other and shake hands. Now go back to your original positions.

Now I would like the entire class to come and stand between the two volunteers. Now, volunteers, walk towards each other and shake hands again.

As simple as this activity is, it illustrates what happens when homeowners put obstacles between themselves and criminals. The more obstacles, the more difficult it is to commit and get away with crimes.

Most home burglaries can be prevented just by locking doors, but when additional protective measures such as locks, lights, and alarms are used, most burglars would rather just move on to an easier location. **Target hardening** means making it more difficult for the criminals to victimize you and others.

This point can be further illustrated using a sports analogy. In football, the object of the defense is to stop the opponent from reaching the goal (the target). The more defense, the better the defense, the less likely that the opponent will score.

In target hardening, we want to identify multiple methods that you can employ to protect yourself and stop the criminal. Some are common-sense and cost little or no time, money, or effort, while others may be more complicated.

## TARGET HARDENING AT HOME

**Target hardening** refers to the process of increasing your security and decreasing your chances of being victimized. The term is usually used when referring to making homes or businesses more difficult to burglarize, but can also refer to auto or even personal protection.

The purpose of target hardening is to make you, your family or your community a more difficult target for criminal activities. The more barriers that we can place between you and the criminal, the less likely that you will become a victim.

Although you may not already be familiar with the term “target hardening,” you are aware of many items that you may use every day to keep criminals at bay. Door locks, alarm systems, and proper lighting are all typical examples of target hardening tools.

## STATISTICS ON HOME BURGLARIES

Take a moment to read this slide for yourself.

As much as possible, make your house look the same whether you are home or away.

Many people assume that most burglaries occur at night, but that is not actually the case. According to the FBI, 60% of residential burglaries in 1998 occurred during the daytime.

Most residential burglaries occur during the day because homes are more likely to be vacant while homeowners are away at work or running errands.

By comparison, 63% of non-residential burglaries occurred at night in 1998. Obviously, this is because more businesses are closed at night.

(“Crime in the United States 1998,” p. 39; Federal Bureau of Investigation, U.S. Department of Justice. ISBN 0-16-0478756-0.

Slide #5



### Target Hardening at Home

- Burglary is a crime of opportunity. The more obstacles that are in the way, the less likely that the crime will occur.
- The homeowner must keep in mind that each house design is different and requires a different approach.



Slide #6



### Statistics on Home Burglaries

- According to FBI crime reports, in the time it takes you to read this sentence, one burglary will be committed in the U.S.
- One out of six homes will be burglarized this year, with an average loss of \$1,280.
- In more than 85% of household crimes, stolen property is not recovered.

After a moment, move to the next slide.

Slide #7



### More Statistics

- 60% of residential burglaries occurred during the daytime while homeowners were away at work or running errands.
- Two out of every three burglaries were to residences.
- Research indicates that most burglars will work no longer than 60 seconds to enter a home.

## Slide #8



### Basic Home Target Hardening Techniques

- Doors
- Locks
- Windows
- Lighting
- Appearance
- Alarms
- Garages

## Slide #9



### Doors

- All exterior doors should be metal or solid wood and have strong door hinges on the inside of the door with hidden or non-removable pins.
- Install good quality deadbolt locks on all exterior doors and any doors leading from attached garages.

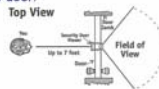


## Slide #10



### Door Viewers

- Door areas should be well lighted and doors should have a wide-angle viewer to see who is outside without opening the door.



## Slide #11



### Doors - General

- Properly install doorframes on exterior doors and doors from attached garages so they cannot be spread apart.
- Install security-type door strikes on all exterior doors.



## BASIC HOME TARGET HARDENING TECHNIQUES

In this course we are going to learn about basic home target hardening techniques. These techniques are designed to assist homeowners in protecting their property by utilizing some simple, cost-effective crime prevention methods.

### DOORS

The primary point of entry for many burglars, and the first item to inspect, is the front door. Hollow-core or poorly-fitting doors can mean trouble, as can front doors that are not equipped with proper deadbolt locks at least 1” in depth.

All exterior doors should be of metal or solid wood, and should have strong door hinges with hidden or non-removable pins on the inside of the door. Officers should recommend that homeowners install good-quality deadbolt locks on all exterior doors, and on any doors leading from attached garages.

### DOOR VIEWERS

Door areas should be well-lighted, and doors should have a wide-angle viewer to enable you to see who is outside without having to open the door.

### DOORS – GENERAL

Some general information about doors includes making sure that there are properly-installed doorframes on all exterior doors and on doors from attached garages. This is so the frames cannot be spread apart. Remember that even if the correct locks are used, they will not be effective if the doors are not properly mounted.

## LOCKS

It is recommended that homeowners install strong, reliable deadbolt locks that extend at least one inch into the jamb when in the locked position. They may also want to consider double-cylinder deadbolts (key inside and outside) or deadbolts with reinforced strike plates and extra-long mounting screws to anchor the lock. High-quality security locks are available at hardware stores and most major-market retailers.

Finally, if there is a change in home ownership, it is recommended that all locks be changed immediately to avoid the possibility that extra keys to the house might be “out there” in the hands of unknown individuals.

## WINDOWS

Next to doors, windows are the most-utilized access point to unlawful entry, and yet they are often overlooked by both law enforcement and citizens alike. Windows can be broken, pried open, lifted from their tracks, or have their panes removed by thieves.

In this section, we will review some common types of windows, some questions to consider when conducting an assessment of a home's windows, and learn a few techniques to make windows more secure and less attractive to criminals.

## WINDOW LOCKS OR BARS

Officers may recommend that citizens install window locks, especially on all windows that are accessible from the ground. However, it is important to emphasize to homeowners that if keyed window locks are used, then everyone in the house must know where the keys are and have access to them in case of an emergency.

## LIGHTING

Although lighting is often considered just decorative, a well-lit house can expose any individuals attempting to conceal themselves in order to commit criminal acts. Officers should discuss the use of both interior and exterior lighting.

### Slide #12

Locks

- Install strong, reliable deadbolt locks that extend at least one inch when in the locked position.
- Consider double cylinder deadbolts (key inside and outside) or deadbolts with reinforced strike plates and extra long mounting screws to anchor the lock.

### Slide #13

Windows

### Slide #14

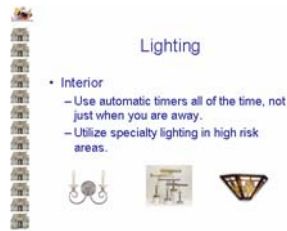
Window Locks or Bars

- Window locks or bars may be used to increase security, especially on all windows that are accessible from the ground.

### Slide #15

Lighting

Slide #16



Lighting

- Interior
  - Use automatic timers all of the time, not just when you are away.
  - Utilize specialty lighting in high risk areas.

## LIGHTING – INTERIOR

Interior lighting can help to make the house look “lived in.” Use automatic timers all of the time, not just when you are away.

Slide #17



Lighting - Exterior

- Exterior
  - Install around doors, porches, windows, garage and all points of entry
  - Motion detectors
  - Illuminate house and grounds
  - Increase visibility and eliminate hiding places

## LIGHTING – EXTERIOR

Exterior lighting adds an additional layer of protection. There are three basic types of home exterior or outdoor lighting: **dusk-to-dawn**, **motion-activated**, and **high/low motion sensors**.

Dusk-to-dawn lighting, just as it sounds, refers to lights that are controlled by photocells and stay on all night from dusk until dawn.

Motion-activated lights only illuminate when motion is detected by the sensor.

High/low motion sensors provide the best of both worlds, as the lights are controlled by photocell and burn at only about 20% output unless the motion detector is activated, and then they shine to 100% for a limited time before returning to their minimum-usage condition.

No matter which type of lighting the homeowner selects, make sure to instruct them that the lighting should be placed near doors and all points of entry, that motion detectors can be helpful, and that the ultimate goal of exterior home lighting is to increase visibility in order to eliminate hiding places and to illuminate the house and surrounding grounds.

## APPEARANCE

In the study of Crime Prevention Through Environmental Design (CPTED), officers learn how to utilize various crime-prevention techniques while maintaining or improving the appearance of the property.

Some lessons borrowed from CPTED include:

- utilizing fences, walkways and shrubs to direct visitors, limit entry, or simply allow notice of them when they have deviated from the designated pathway
- planting thorny bushes around windows to make illegal entry more difficult
- trimming shrubs and trees that could conceal criminals
- cutting back tree limbs that might allow thieves to climb into windows; and
- using landscaping to provide maximum visibility to and from the house.

## ALARMS

The mere presence of some alarm systems may deter potential burglars. Alarm company signs placed in the yard, stickers on the windows, and contacts or keypads that may be visible, are often enough to cause the average burglar to think twice before trying to break in. As we stated earlier, since burglary is a crime of opportunity, the potential thief may decide to move on to a location that does not have an alarm system.

There are many types of alarm systems on the market, including monitored, non-monitored audible, wireless, sound-based, motion-based, etc. In many jurisdictions, alarm permits must be purchased, and there may penalties for false alarms.

The purchase of an alarm system and its accompanying service or monitoring fees can be a major financial commitment, and is one that must be thoroughly researched by the homeowner.

### Slide #18



Slide #18: Appearance

- Direct visitor traffic by design
- Plant thorny bushes
- Trim shrubs and trees
- Cut back tree limbs
- Use landscaping to provide maximum visibility

The slide features a vertical navigation bar on the left with 18 numbered icons. The main content area includes a small photograph of a house with a walkway and landscaping, and a larger photograph of a house with a thorny bush planted near a window.

### Slide #19



Slide #19: Alarms

- Use audible on-site and/or flashing lights to attract the attention of neighbors.
- Post alarm signs on the property, stickers on the windows
- Make sure your alarm is monitored 24 hours a day.
- Use detectors at all entrance points, and motion detectors in high-priority areas.

The slide features a vertical navigation bar on the left with 18 numbered icons. The main content area includes a small photograph of a hand holding a remote control, and a larger photograph of a blue alarm sign.

Slide #20



Garages

- Always lock the door connecting the house to an attached garage.
- When at home, always park your cars in the garage with the garage door shut.
- Install an automatic opener that will allow you to stay in your car until safely parked in the garage.



## **GARAGES**

When it comes to security, one area of the home that is commonly overlooked is the garage. Many garages have electronic garage door openers that give the homeowner a false feeling of security. Another often-ignored element of the garage is the door that connects the garage to the house. If this door is not kept secure, then anyone entering the garage can also enter the house.

In order to increase your garage security and your house security, always lock the door that connects the garage to the house. Don't rely on your automatic garage door opener for security.

If possible, when at home always park your cars in the garage with the garage door closed. If a burglar notices a pattern that the garage door is left open or that the cars are parked in the driveway whenever someone is home, then a closed garage door or no cars in the driveway may be a giveaway that no one is home. Consistently leaving the cars in the garage behind closed doors keeps from tipping off the burglar that the house is unoccupied.

Besides, leaving the garage door open allows strangers to see the residents' belongings.

Install automatic openers that will allow you to stay in your car until you are safely parked in the garage.

### **“HELLO, IS ANYBODY IN THERE?”**

So far in this course, we have learned how to assess threats to the home and to scan the house and property to determine what actions the homeowner can take to improve his home's safety and security. Up until now, the suggestions have revolved around physical aspects of the house (doors, locks, windows, etc.)

In law enforcement, we are aware that changes need to be made not only to the physical (or “built”) environment, but also to the actions, cultures and routines of individuals in order to increase their safety and security. In the past portion of this course, we are going to highlight some changes that can be made by

the homeowner that do not necessarily require a capital investment. Many of these changes are common-sense, and yet all too often victimization occurs before the changes are made.

Here are some suggestions you may share with your Neighborhood Watch groups to help them make their homes and communities safer and more secure:

***When you're not at home, make it look as though someone is there.***

- Leave a radio turned to a talk station.
- If you're out for the evening, leave some lights on and close the curtains.
- If you're going on vacation, cancel your newspaper; have a trusted friend or relative pick up your mail or have the Post Office hold it
- Leave old shoes outside the front door'
- Forward your home phone calls to your cell phone
- Organize a house sitter if you're away for an extended period of time.

## **“WE'RE NOT HOME RIGHT NOW”**

***Never let people know when your home will be empty.*** avoid giving away information, whether in person, in writing, or by your answering machine message. Avoid leaving invitations or notes about holidays in plain view (stuck on your fridge, next to the phone, up on a whiteboard) – this advertises when your house will be empty.

On your answering machine, have your outgoing message to “We can't come to the phone right now” rather than “We're not home right now” or “We're on vacation til the 15<sup>th</sup>.” If you live alone, have the message say “We can't come to the phone right now” rather than “I can't come to the phone right now.”

If you're a woman living alone, ask a trusted male relative or friend to record your outgoing message.

Slide #21



Slide #22



Slide #23



**“HEY, LOOK WHAT I GOT!”**

***Avoid advertising your expensive purchases.*** Boxes left at the curb for trash pickup let burglars know what’s new in your house, whether it’s a DVD player, computer, or the like. Cut boxes into pieces before recycling. This is especially important after Christmas, when burglars case neighborhoods looking for the best new items to steal.

Slide #24



**“KEY TO SUCCESS”**

***Don't let burglars use your spare key.*** Burglars will always look for hidden keys, so leave a key with a trusted neighbor or friend instead of hiding it outside your house.

No matter how good a hiding place seems, if you could think of it, so can the burglar!

Slide #25



**“MAKING A LIST AND CHECKING IT TWICE”**

***Make a list of your property.*** Keep a list of your DVDs, CDs, videos, and other collectible items in a safe place. A list on your computer is no good if the burglar steals the computer, too! Mark your property with your driver’s license number using an engraving pen or ultraviolet markers.

Take photos of expensive items such as jewelry. Fill in a “Property Inventory” form (available through Neighborhood Watch) to help police return recovered property to you.

Make sure you have current, adequate insurance coverage.

Slide #26



**“TOOLS OF THE TRADE”**

***Lock up your tools and your shed.*** Don’t let a burglar steal your tools or, worse yet, use them to break into your own house! Always put your tools away and lock your shed. Clean up and dispose of large rocks or bricks that could be used to smash a window or break in a door.

## “ANIMAL PATROL”

**Consider getting a four-legged burglar alarm.** Barking dogs warn people that something is wrong, so burglars avoid homes with dogs.

If you don't own a dog, a “BEWARE OF DOG” sign may still deter a burglar. Really, any LOUD animal will do. In some places, a goose can be a preferred live alarm!

## CONCLUSION

In this course on *Target Hardening for the Home*, you have learned a number of skills and tips that will assist you in making your home a safer place for you and your family.

Are there any questions?

## REGISTER TODAY!

To take advantage of Neighborhood Watch online services such as manuals, articles on current events, and other Neighborhood Watch resources, register your Neighborhood Watch group at [www.USAonwatch.org](http://www.USAonwatch.org).

Slide #27



### "Animal Patrol"

Consider getting a four-legged "burglar alarm."

- Burglars avoid homes with dogs.
- A "Beware of Dog" sign may still deter a burglar

Slide #28



### Conclusion



Slide #29



Register Today

