

HOME SECURITY & NEIGHBORHOOD WATCH

**A Guide for
Protecting Your
Home and Property**



INTRODUCTION

We are fortunate to have in Fairfax County excellent cooperation between the Police Department and the citizens we protect. We need to continue working together to promote crime prevention, which starts at home. Burglars look for what we call targets of opportunity. Through our cooperative efforts, we can eliminate or at least decrease your chances of becoming a target of opportunity. Burglary is one of the most preventable of all crimes. The person who can best prevent your becoming a victim of burglary is **YOU!**

This booklet makes it simple to become aware of the many ways to improve the safety and security of your neighborhood and make your home a less likely target for the criminal element. It shows you what to look for, when to call the police and even how to make your home less susceptible to a would-be burglar. Any barriers (physical, perceptual, or psychological) that you can place in the path of a criminal will lessen your chances of becoming the next target. A Neighborhood Watch Program will discourage the criminals from even considering your community as they select their victims.

You can incorporate suggestions and techniques found here to better secure your home. Join with your neighbors and help each other prevent crime in your community. The Fairfax County Police Department is always available to help you get started and assist your continuing efforts to deter crime. We would rather prevent a crime than investigate one after it has occurred.

NEIGHBORHOOD WATCH PROGRAM BENEFITS

Some neighborhoods may be more susceptible to crime than others; however, all should consider establishing a Neighborhood Watch Program. No matter what type of neighborhood you live in, condominium, garden apartment, townhome, or single family home, the benefits are obvious. They include:

PROMOTES NEIGHBORLINESS

Neighborhood Watch encourages residents to interact with each other, sharing information about work schedules, vacation plans, types of vehicles belonging to their households, etc. It also encourages neighbors to observe the property of others and occasionally attend meetings to strengthen neighborhood safety and security.

GREATER AWARENESS OF CRIME

Home security and personal safety are enhanced as residents become more aware of the threat of crime. Exposure to crime prevention techniques improves a citizen's ability to remove and reduce opportunities for criminals to act.

ENHANCED REPORTING OF SUSPICIOUS ACTIVITIES

Residents are more aware of who belongs in the community and are more inclined to report suspicious persons and activities to the police. Typically, as the calls for suspicious activity increase, the actual number of crimes committed decreases.

WARNING TO CRIMINALS

Neighborhood Watch signs alert criminals that residents are concerned about crime and will call the police when suspicious activity is observed. However, signs alone are of little deterrent value when not backed up by an active Neighborhood Watch Program.

PREVENTION OF CRIME

Fairfax County crime statistics show Neighborhood Watch Programs have aided the Police Department in reducing residential burglary by almost 90 percent from 1981 to 1999. This occurred even while the population increased by more than 325,000 people. In addition to reductions in residential burglary, Neighborhood Watch Programs have contributed to substantial declines in thefts of property, vandalism, fraud, sexual assaults and even traffic-related offenses. Watch Programs have even impacted upon crimes in commercial areas of their communities as well as in churches and schools.

The establishment of a Neighborhood Watch Program in a low-crime area is added assurance it will remain safe. Crime is rarely stationary and often moves from one neighborhood to another.

Although it would seem that the prevention of crime would be the first benefit we would cite, promoting neighborliness and a sense of community is one of the major factors in the prevention of crime and the success of the Watch Program.

WHY YOU SHOULD CALL THE POLICE

You risk nothing if you call the police and you are wrong. Consider what you risk if you fail to call the police and you are wrong.

Successful efforts to combat crime require the cooperative involvement of police and citizens. The police cannot be everywhere. For this reason, success against crime is dependent on citizen cooperation and involvement. Many crimes would not be committed if more citizens were alert to suspicious activity and notified the police.

WHEN YOU SHOULD CALL THE POLICE

Whenever you observe suspicious events, even though you may not be the only person observing them, call the police. Never think the next person will do what you should do. The police would rather get numerous calls on the same event than none at all.

Often citizens fail to call because they are not sure if what they see is suspicious. If you are in doubt, call the police immediately. Valuable police response time is lost if you wait to talk it over with friends or neighbors.

Don't be concerned about bothering us, because you won't. Don't dwell on your possible embarrassment if your call should prove to be unfounded. Think instead of what could have happened had you not called. You or your loved ones could become the victims of a criminal act.

WHAT IS SUSPICIOUS?

A stranger enters your neighbor's home while your neighbor is away or someone crosses your neighbor's yard with no apparent lawful purpose; anyone trying to open a neighbor's door; a moving truck or van pulled up to a neighbor's home while they are gone. Remember, burglaries often occur at times when they should be most obvious - in broad daylight, in full view of observers with no effort at subterfuge.

Someone carrying property such as television sets, radios, stereos, etc., at an unusually late hour or in an unusual place, especially if it does not appear that the property is newly purchased.

The sound of shattering glass could signal a possible burglary, vandalism or larceny in progress.

Anyone peering into vehicles while walking down a street or someone removing tags, gasoline or parts from a car; someone attempting to enter a car using a coat hanger or other device. Never assume that it is the owner who has locked the keys in the car. Be suspicious of anyone tampering with the hood or trunk of a car.

An improperly parked car or an abandoned vehicle, or someone leaving one car and driving away in another - these may be signs of a stolen vehicle.

Anyone being forced into a vehicle could be the victim of an abduction.

Persons loitering around schools, parks and isolated areas, or in the neighborhood. Loiterers could be possible sex offenders or burglars.

Anyone on school, church, or cemetery property after dark and not taking part in an approved activity.

Business transactions conducted from a vehicle and often involving juveniles, a steady flow of strangers to and from a particular house on a regular basis at unusual times or late hours. This could indicate drug sales or a fencing operation.

Offers of goods or repair work at unusually low prices could indicate stolen property or some kind of fraud.

All fights, screams and loud noises (such as explosions) should be reported as possible crimes. Life-threatening events could be taking place.

Door-to-door solicitors without proper licenses. They could be vending illegally or they could be casing houses in your neighborhood.

HOW DO YOU CALL THE POLICE

Use the police, fire and rescue emergency number, 911, for crimes actually in progress and events which are life-threatening or immediately damaging to property. Call the non-emergency number, **703-691-2131**, to report crimes which have already occurred and when the perpetrator is no longer in the area or to advise police of suspicious activity.

WHAT INFORMATION THE POLICE NEED

To report any suspicious event, use the police non-emergency number, **703-691-2131**. For events that are life threatening or immediately damaging to property, call 911.

You will be asked for your name, address and phone number. This information is requested in case additional contact with you is necessary, but you do not have to provide this information if you do not want to. If you wish, you may provide us with just a call back number we can use if our initial information was wrong or the situation has changed before an officer arrives. Any information provided to the police department is kept in confidence. If you do not want personal contact with the responding officer, say so.

The most important information needed by the police is:

What happened
When
Where
If anyone is hurt
License numbers and vehicle descriptions
Direction of travel
Description(s) of suspect(s)
If there are weapons involved

By acting quickly and calmly, your request for police service could foil a crime, help to identify suspects involved in other crimes or deter a criminal act by letting potential suspects know that you and your neighbors are alert to suspicious activity, suspicious vehicles and suspicious persons.

YOUR NEIGHBORHOOD

It has been proven that in neighborhoods where citizens have joined together to look out for each other's safety, the incidence of burglaries has been significantly reduced. Knowing who your neighbors are is the first step in this program. The next step is to begin a Neighborhood Watch in your community.

WITH THREE EASY STEPS YOU CAN BE PART OF NEIGHBORHOOD WATCH!

1. PROPERTY IDENTIFICATION

A Fairfax County Police officer will instruct you on how to properly mark your property so it can be identified and how to make an inventory of your valuables. Property identification discourages thieves and makes fencing of stolen property more difficult.

When recovered stolen property can be identified, it can be used as evidence against the thief and also can be returned by police to its owner.

Engravers may be borrowed and from Fairfax County Public Libraries. Engrave your complete drivers license number (all nine digits, which is your social security number on Virginia operator's licenses or the alternate number issued by the Department of Motor Vehicles) and the letters VA or the appropriate abbreviation for the state in which your driver's license is issued (i.e., VA123456789). Use of this number is recommended because of the speed with which the property owner's name and address can be obtained through police computer systems.

2. FREE HOME SECURITY INSPECTION

A qualified, trained Fairfax County Police officer or auxiliary officer will inspect the locks, doors and windows of your home with you. Exterior lighting, landscaping and other factors affecting the protection of your home from

burglary also will be reviewed. The officer will make recommendations for improving your home security. You can arrange for a free inspection at your convenience by calling your district station s crime prevention officer.

3. **CITIZEN PATROL**

Join with your neighbors in volunteering your eyes and your ears on a regular basis to watch your neighborhood and report anything suspicious to the Fairfax County Police Department. Thieves and vandals are likely to go elsewhere when they know Neighborhood Watch is “all eyes” for them! Contact the crime prevention officer at your police district station for assistance in organizing and training citizen patrol volunteers in your neighborhood.

PURPOSE OF A CITIZEN PATROL

The purpose of community patrol is to use highly visible citizen observers to deter crime. Patrol members report crimes and suspicious situations to the police. They participate in educating their community in public safety practices.

PATROL PROCEDURES

1. **The purpose of community patrol is to observe, record and report. Patrol members shall not become involved with a suspect.**
2. The patrol area should be well defined.
3. Only residents of the defined community may participate in the patrol. Patrol members must be at least 18 years of age.
4. Patrol members must have participated in a training session.
5. Patrol teams shall consist of at least two members. Mobile patrols which rely upon two-way radios for communications will also need a base station operator.
6. **Patrol members do not possess police powers.** Each member is liable as an individual for civil and criminal charges should he or she exceed their authority.
7. Patrol members shall not challenge anyone. The patrol’s visible presence should be a deterrent to most criminal activity.
If a suspicious situation is found, the patrol should call the police using the methods set forth in the training for their community.
8. Patrol members shall not pursue vehicles or suspects nor attempt to enforce traffic laws.
9. Patrol teams should attempt to patrol in a random fashion rather than in an observable pattern.
10. Patrol members shall not carry firearms, nightsticks, mace, or any type of weapon.

11. Patrol members shall not report for duty under the influence of intoxicants.
12. Members violating patrol procedures may be banned from participation in the community patrol.
13. Patrol members should take notes on suspicious situations. The notes may become evidence if the situation becomes a criminal matter. The notes should be neat and legible. A copy should be given to the Watch Coordinator and the original saved for at least one year. The notes might be subpoenaed by the court or used by the patrol member for recall during court testimony.

YOUR HOME AREAS OF CONCERN

APPEARANCE OF OCCUPANCY

Maintaining an appearance of occupancy, even when your residence is vacant, is essential to thwarting burglary attempts. Timers which automatically regulate the interior lighting of a home can create such a deception. Timers should be used while on vacation, when you are out to dinner, or even during the day while you are at work.

One type of automatic timer has a 24-hour dial and allows you to set an on-and-off time to coincide with normal light usage in your home. These timers simply plug into the wall, and the lamp you want to use is plugged into the timer. Another type of timer replaces the wall switch and may be used for exterior, as well as interior, lighting.

For the most realistic deception, several timers and lamps should be used to simulate occupancy. For instance, a radio and lamp in the living room might be on from 6:30 p.m. until 11:00 p.m.; at 11:00 a lamp might go on in the bathroom until 11:30; then a bedroom lamp would be on from 11:30 to midnight. This would indicate to anyone watching the house that it was occupied and the residents were going to bed.

During the day, leave drapes and shades in their normal positions . the way you have them when at home. (And do not leave easily movable valuables in sight close to windows!)

EXTERIOR LIGHTING

Exterior lighting is extremely important to residential security. Each exterior doorway should be lighted to prevent a burglar from concealing his activities. Yards and windows should be lighted to prevent concealment. Ornamental porch and yard post lamps are a means of eliminating night blind spots.

Yard lights and entrance lights can be equipped with sensors and timers which will turn the lights on at dusk and off at dawn.

A motion detector can be installed to turn lights on when someone enters your property. The lights reset after about one minute.

HOUSE NUMBERS

Make sure that police, firefighters and paramedics can find your home in a time of emergency. Have your house numbers clearly mounted on a high contrast background. Have the numbers illuminated ALL night. Also, your house number should be painted on the curb in front of your home. Do not cover the numbers with your vehicle. It is the law in Fairfax County that house numbers must be visible from the street. This is for your safety.

LANDSCAPING

Keep doorways, windows and porches clear when planting bushes and flowers. Remember, the bushes which provide you with privacy also give a burglar a place to hide.

Prune large trees. Low limbs can provide second-story access. A well-maintained lawn is a very effective clue that someone is at home and cares. Plan your landscaping with both privacy and security in mind.

Locked gates and well-maintained fences can increase the difficulty of entry and deter the removal of large items.

Walks and driveways should not offer concealment to intruders.

The appearance of the community will make a great difference in the overall crime rate. Decay almost always precedes crime. Landscaping concerns should extend to the entire community.

SAFES

Many safes in use today are obsolete. Your safe should have an Underwriters Laboratory rating and should be used for the purpose for which it was designed. There are two basic types of safes:

- The money safe: a burglar resistant safe that is characterized by round doors or square doors which lock on all four sides.
- The records safe: a fire resistant safe that usually has square doors which lock on only one or two sides.

Money safes offer little protection from fires, and records safes offer little protection against forcible entry attempts. The key to deciding which meets your needs is what you are trying to protect against. Some new safes combine the features of both types of protection.

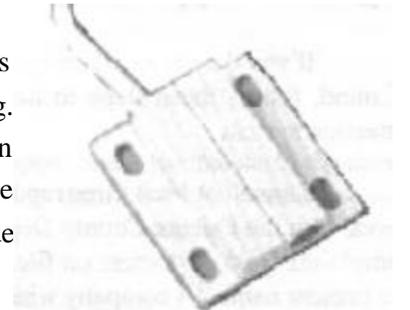
If you find that your safe offers inadequate protection, check to see if your insurance company gives a reduction in premiums for using an appropriate safe. It may offset part of the cost of a new safe.

In any event, anchor or bolt your safe to the floor or wall studding to prevent it from being carried away. If it is a large safe, remove the wheels or casters. If you have an alarm system, include a sensor to detect if your safe is moved if you need to leave the wheels on.

ALARM SYSTEMS

Many citizens wish to increase their protection by adding an alarm system. The following tips will help in determining what type of alarm will best meet your needs for home or business. Keep in mind that Fairfax County has an alarm ordinance. All alarm systems installed in Fairfax County must be registered at your police district station. In the event the police must respond to more than three alarms in a month, four in a quarter, or five in a year and no crime is suspected, you will be required to have your system surveyed and repaired if necessary. Any further alarms attributed to your system, when no crime is suspected, will result in fees being assessed against the homeowner or business owner.

An alarm system is made up of three basic parts. The first is the sensors or detectors. Some sensors are fastened to doors and windows to detect opening. Some detect the frequency of breaking glass. Another type detects actual motion within the home. Sensors that detect motion or movement from one area in the home to another area are called interior traps. Every alarm system should include at least one interior trap.



The second part is the control unit. This unit receives the message that a sensor has been disturbed and transmits a signal, which activates the alarm. The control unit should be able to inform you as to exactly which sensor was disturbed.

The third part is the alarm itself, which alerts someone to the presence of an intruder

Some residential systems are designed to ring a bell and/or illuminate the area to scare off an intruder. These local systems send a signal from a sensor directly to a bell or siren located outside your home. It is hoped the sound will alert the homeowner (if at home), a neighbor, or a cruising police officer. The noise will usually scare the burglar away.

Rather than relying upon a local system, many homeowners hire a monitoring company to relay the report of an intruder directly to the police. This may be an even more useful tool if the smoke detectors are connected to the alarm system. You are more likely to have a fire than a burglary. A well-maintained and monitored alarm system with built in fire detectors may save your life and home.

Regardless of which type of system you select, an exterior bell or siren and a strobe light should be included in the system.

Any time your alarm sounds, the situation should be treated as if someone is in your house. When the alarm is activated, an intruder in your house can panic and possibly cause you bodily injury if you get between the criminal and the escape route.

If you are in your home when the alarm sounds, stay out of the way and if possible lock yourself in a room and call the police or wait for your monitoring company to call the police. If you are outside, do not enter your home, but go to a neighbor or nearby public telephone and call the police.

If you decide an alarm system is needed for your safety, security, or peace of mind, follow these steps to help assure you of obtaining a quality intrusion detection system.

Consult at least three reputable alarm companies and obtain detailed written proposals from them. Be sure to check with the Fairfax County Department of Consumer Affairs (702-222-8435) in case any company you select has complaints from customers on file. Check with the company to find how long the company has been registered under the present name. A company which changes its name often may be trying to hide previous complaints filed against it.

Make sure the proposal indicates the exact type of coverage to be provided, the type of equipment to be utilized, the warranty for installation and equipment, and all costs involved including installation and maintenance fees. Monitoring fees vary widely. We recommend the alarm company monitor its own alarms and not contract out with a separate monitoring company. A company which monitors systems it has installed is more likely to be responsive to customer needs.

DO NOT DEPEND ONLY ON AN ALARM SYSTEM TO PROTECT YOU!

BE SURE TO USE THE PROPER LOCKING DEVICES!



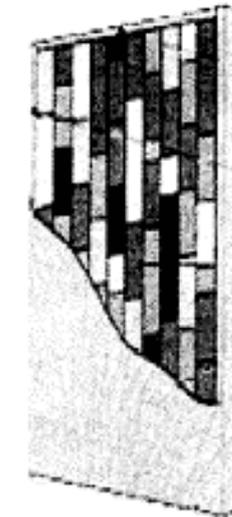
DOORS AND ENTRYWAYS

TYPES OF EXTERIOR DOORS

METAL OR STEEL DOOR

A well constructed steel door is probably the homeowner's best protection against forced entry; however, all steel doors are not constructed the same. Some are constructed with heavier gauge sheet metal, while others are thinner and can be peeled apart like a tin can. It is recommended that the sheet metal used in the construction of a metal door be no thinner than 18 gauge. Normally, steel doors are filled with foam or some type of insulation material. Horizontal and vertical stiffeners within the door add strength to the door. The steel door should be reinforced at the lock and door knob assembly. This usually is accomplished with heavier metal plates within the door.

SOLID CORE WOOD DOOR



The solid core wood door has a solid interior of wood covered by wooden panels. This door does offer the homeowner protection against an intruder when properly installed with good security hardware. The door is often weakened at the point where the lock is installed. A reinforcing sleeve can be added to greatly increase security.

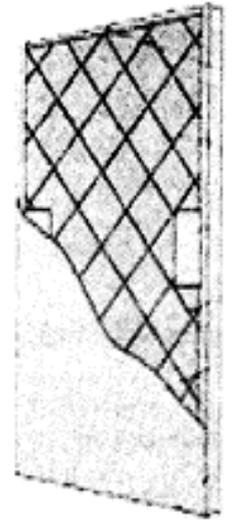
Problem:

Drilling the hole needed to install the tubular bolt often weakens the door.

Solution: A reinforcing sleeve should be installed to reinforce the door edge.

HOLLOW CORE DOOR

The hollow core door is constructed of thin wood covering a wood frame. It has a hollow center or a center filled with foam or cardboard material. This type of door offers the least resistance to an attack. The door can be kicked apart to enter the premises. This door is intended as an interior door and should not be used as an exterior door.



Problem:

Door can be kicked apart.

Solution:

Replace door with solid wood or metal door at least 1 3/4" thick.

GLASS VISION PANELS OR GLASS IN THE DOOR

Doors containing windows or with adjacent glass panels can be easily defeated by the intruder who breaks out a pane of glass, reaches in, and unlocks the door. These types of doors should be equipped with “**captured key**” locks (see section on locks) which prevent the door from being unlocked by an intruder while you are away. Very few burglaries occur while someone is home.

If you use a double cylinder deadbolt (see section on locks) the key for the lock should be at least 40 inches from the glass to prevent an intruder from using the key to unlock the door. (See Safety Tip below.)

The lock mechanism can be further protected by covering the glass with polycarbonate material at least 3/16” thick.

SAFETY TIP

In case of fire or other emergency, which would require quick evacuation from the home, everyone in the family should know how to use every lock you have installed.

Further, the key for the lock should always remain at a designated place so that everyone in the family knows its location.

WOOD PANEL DOOR

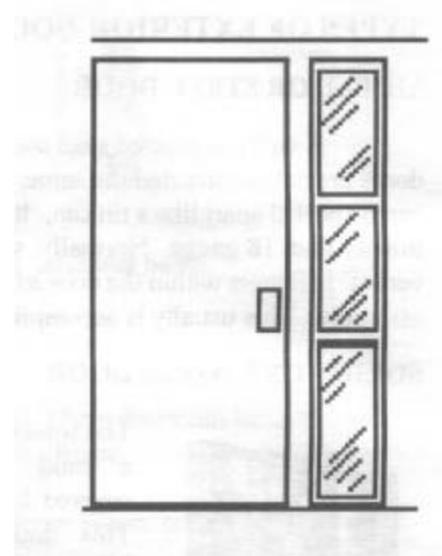
The basic weakness of the wood panel door is in the panels themselves. They usually can be kicked out by an intruder or broken out with a hammer or other blunt tool.

Problem:

Panels can be kicked in or broken out with hammer or other blunt instrument. Rails and styles under 1 3/4” thick.

Solution:

Replace with a solid wood or metal door at least 1 3/4” thick.



COVERING GLASS VISION PANELS IN DOORS

One of the best methods of securing a four, six, or nine light glass vision panel door is to cover the glass on the inside with a polycarbonate sheet. Plexiglass can be used as well, but plexiglass will darken over time when exposed to sunlight. Also, plexiglass will break under repeated attack.

Use a 3/16” thick sheet of polycarbonate. Cut the sheet to provide a one—inch border around the glass and secure to the door from the inside with 1 1/2” screws spaced every six inches around the door and one in every corner.

The strength is in the number of screws and not the size. The criminal will break the glass from the outside and be stopped by the polycarbonate on the inside.

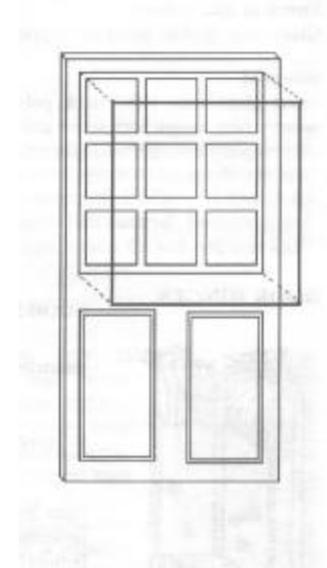


Drill 1/4” diameter holes, using a fresh drill bit for plastic, 3/4 of an inch from the edge of the polycarbonate. These holes will be slightly larger in diameter than the screws used to fasten the material to the door. This is necessary due to stress. Space the holes every six inches around the edge of the polycarbonate and one in each corner.

Some installations include using lag bolts, wing-nuts and finishing washers. This method provides for easy removal of the material for cleaning.

FRENCH OR DOUBLE DOORS

The glass in french doors can be treated in the same manner as glass in doors discussed previously. There are additional measures to be taken with french doors or any double door. To secure the double doors, one of the doors must be made stationary by using properly installed, concealed, flush mounted header and threshold bolts. The active door is secured to the inactive door by using a deadbolt lock. (See the section on locks for specific information.) Remember, a captured key double cylinder deadbolt should be used on any door which has glass within 40 inches of the lock. **Don't forget to use both the header and threshold bolts.**

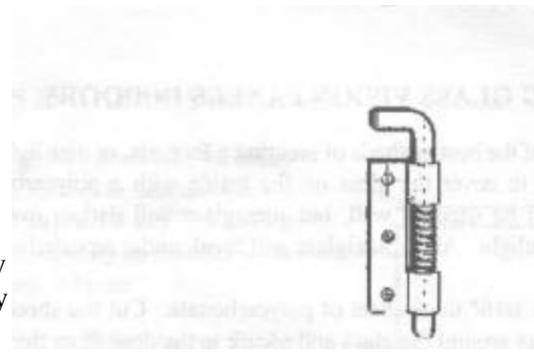


Problem:

French or double doors.
Glass easily broken; doors easily pried apart.

Solution:

Cover glass with 3/16” thick polycarbonate or security film; secure both active and inactive door with properly installed locks (see section on locks).



(Always use both header and threshold bolts)

STORM AND SCREEN DOOR

The storm or screen door offers little resistance against attack. Most storm doors can be easily pried open with a screwdriver. Screen doors offer no resistance, as the screen can be cut or pushed out. These doors are very flimsy in construction and lightweight, and will not resist forced entry. They are intended to keep insects from entering the home and to provide an airspace for insulation purposes.

Problem:

Weather-barrier only.

Solution:

Do not rely on them for security.

DUTCH DOORS

The dutch door should have a concealed header or slide bolt interlocking the upper and lower halves of the door, unless separate deadbolt locks are used to secure both halves of the door. Captured key deadbolt locks should be used if glass is within 40 inches of the lock. (See section on locks).

Problem:

Both portions of door not secured.

Solution:

Install deadbolt locks on both portions of door or lock both parts of door together.

LOUVERED GLASS DOOR

The louvered glass door provides little resistance against the intruder. Glass panels can be broken or pulled out. The glass area should be covered with security bars, grillwork or a polycarbonate at least 3/16” thick. Glass panels also can be epoxyed to their frames to prohibit removal. Lock mechanisms are the same as those used on any doors with glass. (See section on locks).

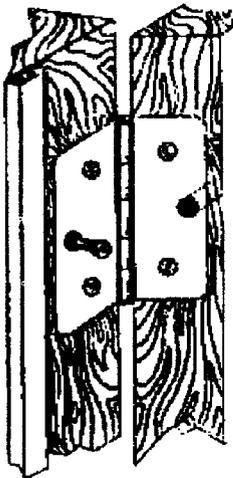
Problem:

Louvered panels easily removed.

Solution:

Secure mechanism and cover glass with grill work or polycarbonate at least 3/16” thick. Epoxy panels to frames. Best solution -replace door with a solid core or metal door.

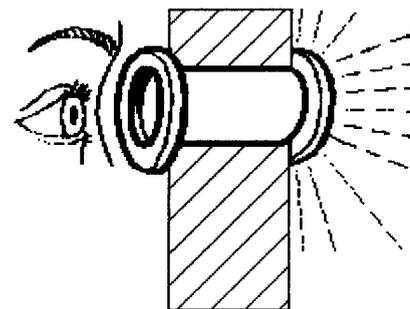
DOOR HINGES



Doors which open outward have exposed hinges. These doors can be unhinged by removing the pins and then lifting the door away from the frame.

There are hinges which have non-removable pins or hinges containing set screws to prevent pin removal.

The existing hinges may be protected by removing two screws opposite each other from both leaves of the hinge. Insert a screw, nail or wood dowel into the jamb leaf protruding 1/2 inch. Drill out the opposing screw hole in door. Do this to the top and bottom hinge of the door. When the door is closed, the hinge pins may be removed, but the door will remain firmly in place.



DOOR VIEWER

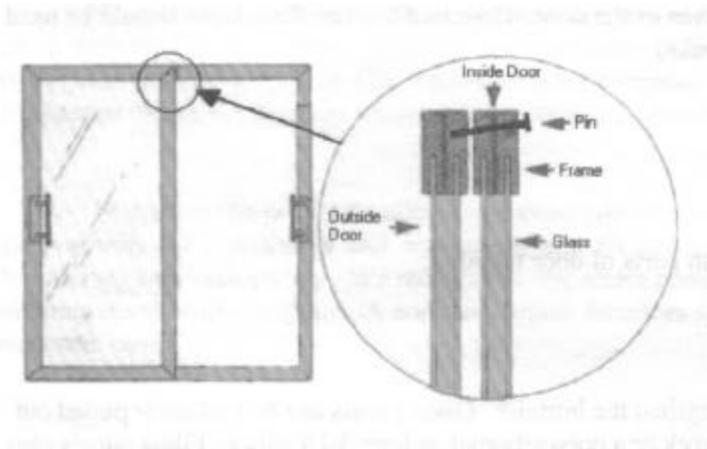
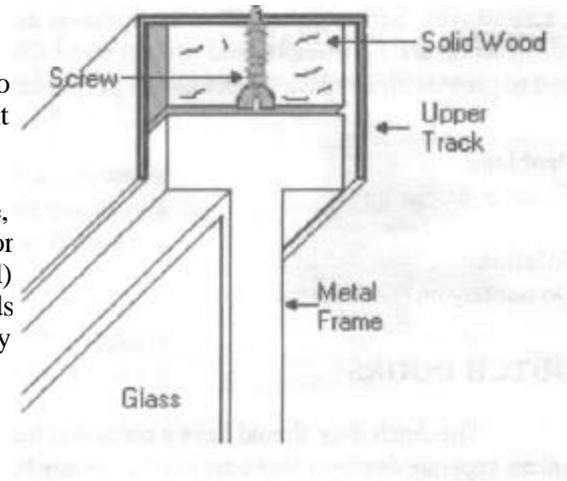
Know who’s at the door before you open it. If there is no window in or near the door, consider installing a wide-angle viewer in the door.

SLIDING GLASS DOORS (OR WINDOWS)

SLIDING GLASS DOORS

Sliding glass doors present a major security problem if they do not have the proper locks and if special steps are not taken to prevent removal of the doors.

A sliding glass door is lifted into position when installed and, therefore, must be lifted from the track to be removed. To prevent this (if your door slides on the inside), it is recommended that 1 1/4" pan head (large head) sheet metal screws be inserted into the top of the door frame at both ends and the middle. These screws should be adjusted so that the door barely clears them when it is operated.



Another method is to drill a hole, angled slightly downward, through the top of the inside door and into, but not through, the outside door. A nail or bolt can be slipped into this hole which will secure both parts of the door to the upper track.

A variety of sliding door and window locks is available. Some require keys while others do not. The best devices, like the pin at left, secure both the slider and stationary doors. Even if you use the pin, a charlie bar will provide a visible deterrence to a burglar.

SAFETY TIP:

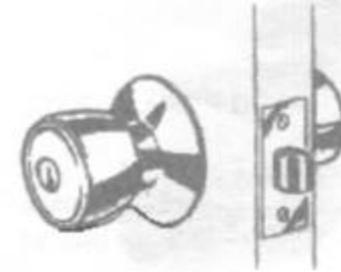
In case of fire or other emergency which would require quick evacuation from the home, everyone in the family should know how to use every lock you have installed. The key for the lock should always remain at a designated place so that everyone in the family knows its location.

LOCKS

DOOR SYSTEM SECURITY

Each of the components of the door system requires individual consideration. These considerations include the lock on the door, the strike plate on the frame, the frame, the hinges and the door itself.

KEY-IN-KNOB LATCH



Key-in-knob latches are not locks. They are not intended to keep out anyone but the honest. Some manufacturers add security features such as anti-shim devices to the spring bolt latches. However, the knob can be easily wrenched off or the jamb can be spread to release the short spring bolt latch.

Locks are designed for three specific kinds of installation. One is mortised, that is, set into the door. Another is rim mounted, or set on the interior surface of the door. The third is the tubular or horizontal deadbolt, with part of the mechanism inside and part of the mechanism outside the door. Single cylinder locks are keyed on the exterior side with a thumb turn operation on the interior surface. Double cylinder locks are keyed on both the interior and exterior surfaces. The **ONLY** type of double cylinder deadbolt lock allowed for residential use by the building code of Virginia is a "captured key" lock. Captured key locking devices do not let you remove the key when locking the door from the inside. It becomes a single cylinder deadbolt when locked from the inside. When you leave the home, lock the door from the outside and it becomes a double cylinder deadbolt.

CAPTURED KEY DOUBLE CYLINDER DEADBOLT

The captured key double cylinder deadbolt should be used on doors where there is glass in the door or within 40 inches of the lock. Most burglaries occur while you are away from home. Having a key in the lock while you are home becomes a fire life safety issue. While you are away the burglar cannot simply break out the glass, reach in and unlock your door. If you are using a non-captured key double cylinder deadbolt, place a key in a designated location further than 40 inches from any opening. The key should be readily available so that a fast exit is possible in the event of emergencies. Everyone in the family should know its location and how to operate the lock.

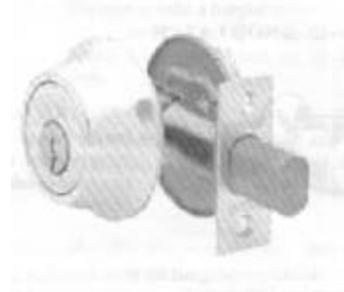
SAFETY TIP:

When upgrading your home security, *DON'T FORGET YOUR HOME FIRE SAFETY PROGRAM* Equip your home with fire and carbon monoxide detection equipment and practice a family escape plan.

For more information call the Life Safety Education Section of the Fairfax County Fire and Rescue Department.

SINGLE CYLINDER TUBULAR DEADBOLT

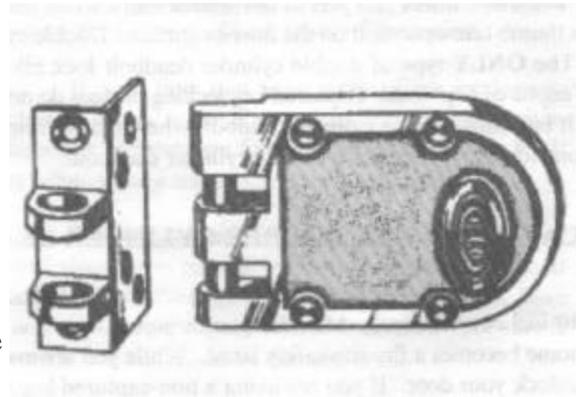
The single cylinder deadbolt lock is key operated from the outside only. The interior operation is a thumb turn. The lock is used where there is no glass in the door or within 40 inches of the lock mechanism.



The installation of any tubular deadbolt lock on a wooden door weakens the door at the point where the bolt is installed. A security sleeve may be needed to prevent the door shattering when kicked. The sleeve of metal allows for the lock and bolt to be easily re-installed over the sleeve.

RIM MOUNTED LOCKS

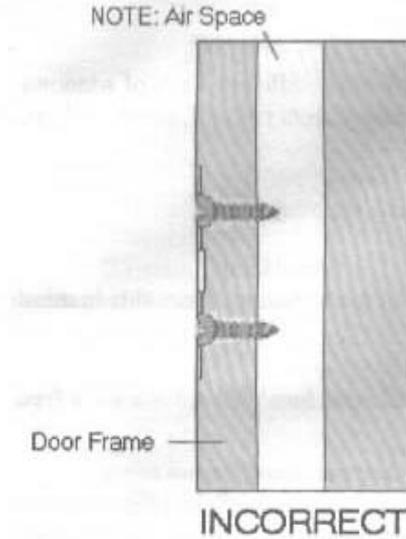
Surface mounted or rim mounted deadbolts provide good security. This type of lock is also referred to as a vertical deadbolt. It interlocks, which locks the bolt into the strike plate.



PROBLEM: The outside portion of the lock can be pried from the door.

SOLUTION: Replace the spacer ring of the outside cylinder on the outside of the door with a “safety/security collar” to prevent prying.

STRIKE PLATES



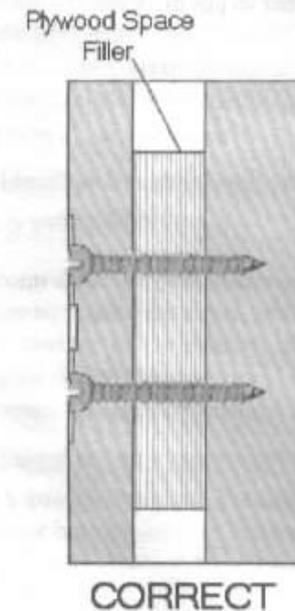
The weakest point in the door system may be the strike plate. The strike plate secures the bolt when the door is locked. Because of the way the frame is constructed, the strike plate must be reinforced. The door frame is set into an opening at the time of construction, and after the frame is squared, there is air space between the frame and the door buck (the 2x4 next to the opening for the door).

With a reinforced strike plate, the doorjamb is not likely to split when the door is kicked.

To increase security, the air space between the frame and door buck must be bridged so the locking system is secured to a structural member, not the trim.

It is usually not necessary to replace the strike plate with a heavy duty one. The increased security is a function of the screws more often than the metal of the strike plate. Replace the short screws in the standard strike plate with two 3” number 12 wood screws. This will greatly improve the security of the strike plate and is very inexpensive.

For doors installed next to masonry walls where there is no door buck, lead anchors must be placed within the wall and the strike plate attached to the lead anchors.



WINDOWS

TYPES OF WINDOWS

Windows, like doors, provide an opportunity for unwelcome entry. There are many different kinds of windows and a variety of security devices. All ground floor windows as well as those easily reached from the roof, porch, carport, etc., should be secured.

SAFETY TIP

In the event of fire or other emergency, bedroom windows should provide a means of ready escape. Keep this in mind for basement bedrooms as well.

Please remember you are more likely to have a fire than a burglary. Call your local fire station for a free home fire safety inspection.

WINDOW TREATMENTS

An alternative to expensive polycarbonate sheets to cover large window areas is security film. The film is 4 mill thick and adhesive backed. It is applied to the inside of the glass and will stand up to repeated attacks. The glass will still break, but the criminal will have to cut through the film holding the glass together to get in. Care should be taken in the installation to avoid dust or lint from being captured by the film and glue.

BASEMENT WINDOWS

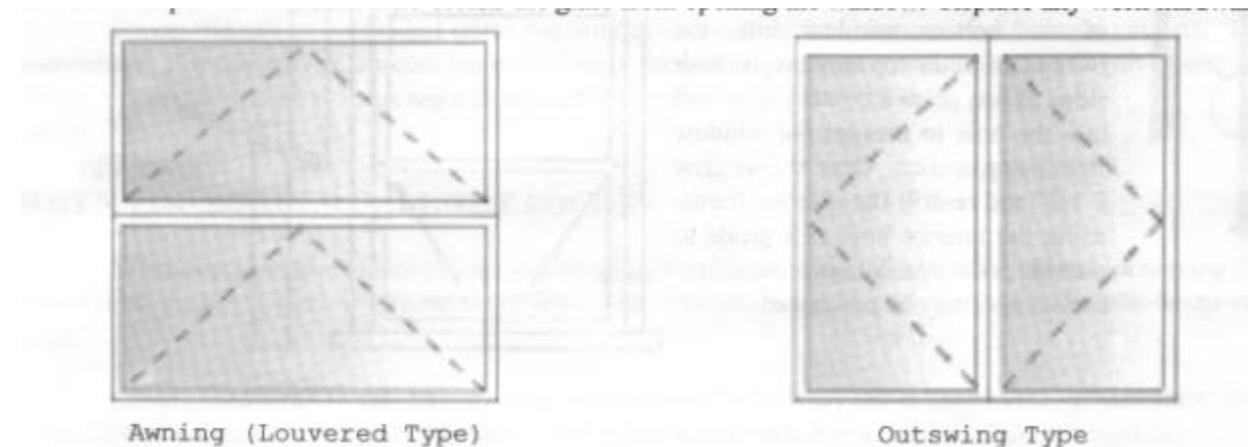
Basement windows are one of the most common points of entry for burglars. Special attention should be paid to securing them.

Basement windows, often hidden by bushes or trees, provide burglars with an ideal place to work unobserved.

Such windows should have the glass replaced with plexiglass or polycarbonate. In the event the basement window is not needed as a fire exit, simple security bars may be installed.

CASEMENT WINDOWS (CRANK TYPE)

Casement windows are easy to secure. Make sure the latches operate properly and there is no excess play in the crank handle (the crank does not turn more than three-quarters of the way around before engaging the gears). Remove the handle to prevent someone who breaks the glass from opening the window. Replace any worn hardware.

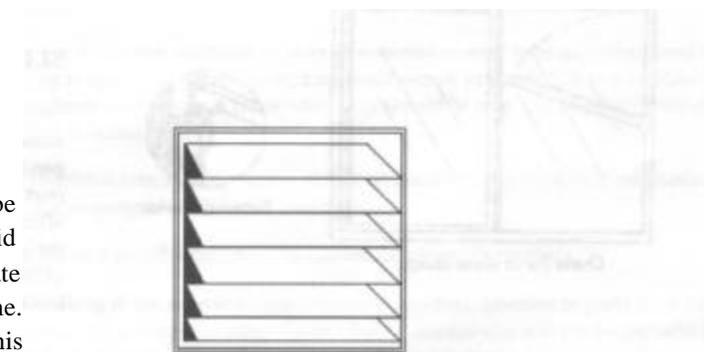


One method used to secure casement windows involves drilling a small hole where the metal frame of the swinging windows overlaps the metal of the stationary frame. A self-threading sheet metal screw is inserted into the hole and tightened, thus securing the window to the frame. Do not use this method for bedroom windows unless it is used while the home is vacant as it might be during a vacation.

LOUVERED WINDOWS

Louvered windows are security risks. Replace them with windows more easily secured.

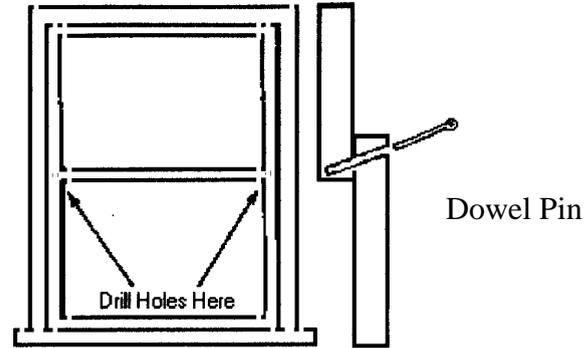
If the windows and frame can not be replaced, replace the glass panels with solid glass or cover with a 3/16" thick polycarbonate sheet attached directly to the inside frame. Panels also can be epoxyed to their frames. This is only a temporary measure.



DOUBLE HUNG SASH-TYPE WINDOWS

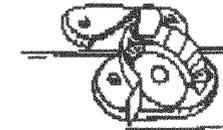


To secure these windows, drill a hole that angles slightly downward through a TOP CORNER of the bottom window into the BOTTOM of the top window, on both sides. Then place a dowel pin or nail into the hole to prevent the window from being opened. Open the window 2 1/2" and re-drill the exterior frame, using the interior hole as a guide to provide safe ventilation. Auxiliary latches also may be purchased.



Security for windows vary, depending on the type of window and its location.

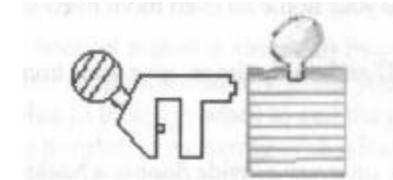
CRESCENT LATCH



Dowel
Pin

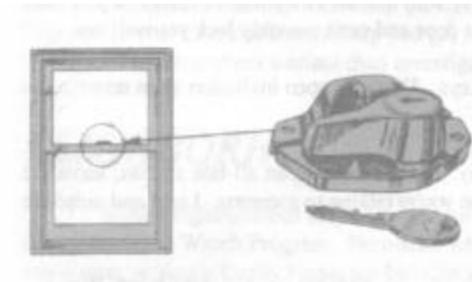
The crescent latch found on double hung windows is not a security device. Its function is to keep the upper and lower sashes together. A keyed crescent latch is not considered a security device either.

TRACK LOCK



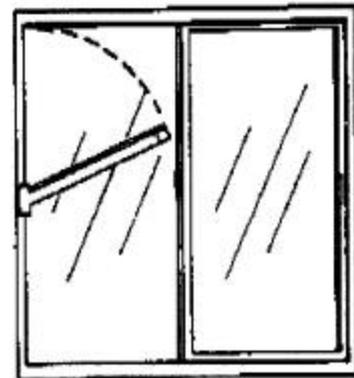
A track locking device used to prevent a sliding window from opening. By moving the track lock over about two inches you will have a breeze but little opportunity for a criminal to enter.

KEYED WINDOW LOCKS



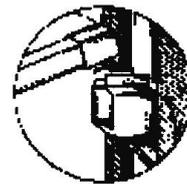
For most modern windows, a keyed window lock provides little or no additional protection. Since most modern windows use tempered glass in large sheets with fake dividers a burglar breaking out any portion of the window will end up destroying the entire window.

You don't want to lock a burglar in with you. Keyed locks won't do a better job than non-keyed locks at keeping the burglar out. It is also much safer if you don't need a key to get out in an emergency.



Charlie Bar (or similar device)

SLIDING WINDOWS



Retaining Bracket

Sliding windows should be secured by the same methods used for sliding doors. Both the pan-head top screws and the bracing devices (metal rod, wooden dowel or steel pins) are effective on this type of window, if the slider is on the inside. Several types of auxiliary locks, which offer the best security, are available for installation.

WHEN YOU ARE AWAY OR ON VACATION

- Let your neighbor know you are going to be away and where you can be reached.
- Ask a neighbor to pick up your mail, packages and newspapers.
- Ask a neighbor to mow your lawn in summer or shovel your walk in winter.
- Ask your neighbor to use your trashcans or set their refuse at the curb in front of your home on trash collection day.
- Invite your neighbor to park a car in your driveway to give your home an even more lived-in appearance.
- Make your home look like you're there. Lights turned off and on by timers give your home a "lived in look" when you're away.
- Have good locks. A high quality, one-inch deadbolt lock on every outside door is a basic requirement.
- Never leave your home unlocked, even for a brief trip to the store or a visit to the neighbor across the street. Many homes have been burglarized in just such short periods of time.
- Don't hide a key outside your home. Leave that extra key with a trusted neighbor or friend. If you have deadbolt cylinder locks, you must use a key to lock the door and can't possibly lock yourself out.
- Don't put a name or address tag on your house or car keys. That's an open invitation to an unwelcome visitor should you ever lose your keys.
- Plug a radio into a timer set to go on when you're away. Set the radio to an all-talk station, leave the volume low, and give a would-be burglar the impression you're talking to someone. Light and noise are burglars' worst enemies.
- Have a free home security inspection and be an active participant in Neighborhood Watch. **REMEMBER:** A thief wants to take the path of least resistance. Your participation in Neighborhood Watch provides the most resistance!

CRIME PREVENTION SERVICES

CALL YOUR POLICE DEPARTMENT FOR CRIME PREVENTION SERVICES

The Fairfax County Police Department offers a wide range of crime prevention services to the community. They include steps you can take to avoid being the victim of a crime against property. The services are free and appointments may be made by calling the police district station nearest your home. The locations and telephone numbers of the district stations are:

Mount Vernon District Station.....	703-360-8400
2511 Parkers Lane	
Franconia District Station.....	703-922-0889
6121 Franconia Road	
West Springfield District Station	703-644-7377
6140 Rolling Road	
Mason District Station	703-256-8035
6507 Columbia Pike	
McLean District Station	703-556-7750
1437 Balls Hill Road	
Reston District Station	703-478-0904
12000 Bowman Towne Drive	
Fair Oaks District Station	703-591-0966
12300 Lee-Jackson Memorial Highway	

Police facilities are staffed 24 hours daily and may be called at any time to arrange an appointment for a home security survey or to schedule presentations to groups on crime prevention.

Police, Fire and Rescue Emergency Telephone: **911**
Police Non-Emergency Telephone: **703-691-2131**

Emergency TDD for Hearing Impaired Citizens: **703-280-1368**



Fairfax County Police Department 4100 Chain Bridge Road, Fairfax, Virginia 22030-7002

This Publication is Available in Alternative Media Upon Request

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