



**PRESENTS**

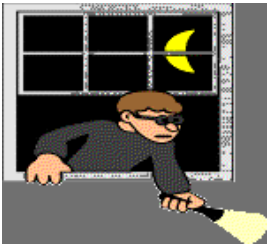


# **Home Security Tips for the Homeowner**



**This Page  
Intentional  
Left Blank**

# The Burglary Threat



Residential burglary is a national, rapidly growing, costly, and potentially dangerous crime that can lead to other crimes. Many people believe house burglars are professional criminals - experts at defeating the most elaborate security measures. Yet, in most cases, residential burglary is a crime of opportunity committed by amateurs that devote little if any time to the advance planning of a break-in who look for easy targets, such as poorly secured homes or homes that look unoccupied. They pick what

appears to be an easy mark.

Many burglars just walk in through an unlocked door or window so it is very important that you always lock up your home even if you go out only for a short time. When your home is burglarized, you'll probably lose a radio, TV, stereo, CD, DVD player, cash, camera, or jewelry. But more importantly, you will lose your peace of mind and the sense of safety your home has brought to you. Additionally, the safety and welfare of your family may be jeopardized.

Use timers to switch lights and radios on and off when you are not home especially when you will be gone for an extended time so your home appears occupied. The more you can do to keep your home from looking like an easy target, the safer you are. Look at your house at night as well as in the daytime. Plan to "burglarize" yourself. You'll discover any weaknesses in your security system that may have previously escaped your notice.

Keep in mind that the criminal is looking for an opportunity to commit a crime, to take some of your property or get into your home. Do you have tools, bikes, or other items sitting out? Is your garage door open? How about your windows and doors? Is the gate to your backyard closed/locked? Look at your neighbor's property, do you provide more opportunities to criminals than your neighbor. Does it look like you take good care of your property or will the criminal think you may be an easy target. By thinking safety/security first, and taking some simple steps to secure your home, you can reduce these opportunities. In doing so, you reduce the risk they present to your family and property. The more you can do to keep your home from looking like an easy target, the safer you are.

You can lessen the opportunity and minimize the chance of burglary by making your home as difficult as possible to enter. All that is needed is a little effort to take the preventative steps recommended in this booklet! The quality of hardware and preventative measures described on the following pages will deter, delay, and help to detect a burglar. This will increase the chance of an alert neighbor or area deputy in observing the thief resulting in his or her arrest.

The time to install hardware is **now**, not after a burglary has occurred! Don't forget that burglary prevention goes beyond good locks and household security. It includes being a good neighbor and reporting **any** suspicious activity, person or vehicle to the Sheriff's Office. Neighborhood security requires neighborhood cooperation.



# Neighborhood Watch

If properly organized and actively supported, Neighborhood watch groups are a proven means of reducing burglary and other typical street crimes. The objective is to have neighbors watch for emergencies or unusual behavior and report them to the Sheriff's Office.

Neighborhood watch members are trained by the Sheriff's Office COPS to identify and report suspicious or criminal behavior. The Neighbors will then continue in meeting regularly to discuss with each other crime issues within the community. They will have the Sheriff's Office as contacts for resources to do further training, crime analysis, and report suspicious or criminal behavior. To organize a Neighborhood watch group, call the Newberry County Sheriff's Office Community Oriented Policing Services (COPS) at **803-321-2211**.



## Operation Identification

If you are a victim of burglary or other crime, the chances of your property being recovered and returned are greatly increased if your possessions have been "personalized." The Operation Identification program involves marking property as a means of discouraging burglary and theft.



Engrave or mark your property with an identifying mark, such as your driver's license number along with the "SCDL" prefix on the back metal plates of your appliances, stereos, TV etc. When marking your items, always engrave the number on an area that cannot be easily dismantled and that is not easily seen. Marked property is difficult for a burglar to dispose of or re-sell. It can be traced to the rightful owner with relative ease. If the burglar is caught with marked property, it is solid evidence of possession of stolen goods. Items that cannot be engraved, such as jewelry, antiques, firearms or heirlooms, should be photographed and regularly appraised for accurate value.

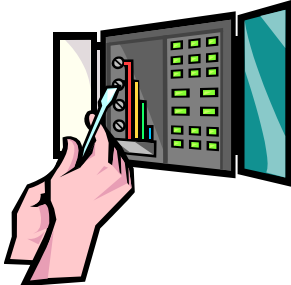


A written record should be made of all valuable items with serial numbers, make, model, reasonable replacement cost, and general description. This record will help the Sheriffs Office in reporting the theft and getting your items back to you. It will also help in the prosecution of those who do not respect your property or safety.

## What about Burglar Alarms?

A properly installed, quality alarm system can significantly improve your overall security; however, alarm systems can be expensive for a private residence. A complete system, including 24 hour monitoring service, can run from a few hundred to several thousand dollars

depending upon what you wish the system to do for you. Monthly monitoring service fees average from about \$25 to \$70. You can forego a central station hookup for a less expensive alarm system that will simply make a lot of racket when a burglar attempts to enter your home or garage. These are known as "local" or "audible" alarms and depend upon a neighbor hearing the alarm and notifying the Sheriff's Office. There are no systems available to homeowners that notify the Sheriff's Office directly. Here are a few tips on shopping for alarm systems.



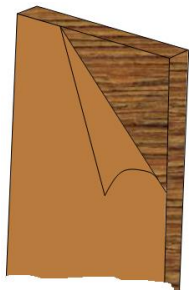
1. Keep it as simple as appropriate. Avoid extremely elaborate systems requiring constant maintenance just to stay in operation. However, be sure to include smoke and heat detectors as part of your installation!

2. Avoid extra "gadget" accessories or systems with complicated on/off procedures. Setting the system should require little more than turning a key or pushing a few buttons on a keypad.

3. Ensure that your alarm system features emergency back up battery power in the event of electrical failure.
4. As a general rule, it is strongly recommended that all residential systems have an audible signal device (usually a siren) whether monitored or not. Ideally, audible signal devices should be used inside and out.
5. Shop carefully! Get two or more estimates. Feel free to call our office for answers to general questions about alarm systems.
6. As with any major purchase check for service after the sale, know what will be involved in maintaining your system before you purchase it. Check with other customers and/or the Better Business Bureau to check for unresolved complaints.
7. Ensure that all family members have a basic understanding of the system. The biggest cause of false alarms is user error.



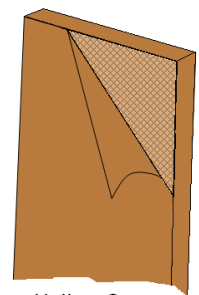
## Door Protection



Solid Wood

Doors are the primary means of entry for the determined burglar. Whatever the type or door or its makeup, most burglars look for inadequate locking devices. There are many ways to make doors more secure.

### Entry Doors



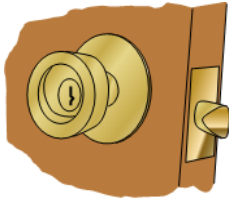
Hollow Core

Many residential doors are of hollow core construction, which is thin wood veneer with nothing but cardboard fill. You can literally put your fist through a hollow core door. Such doors are

designed for interior use only, such as bedrooms or closets. Exterior doors should be of solid wood or metal sheath construction.

Understanding the locking mechanism installed on your door and how you can improve them can significantly improve the security of your entries.

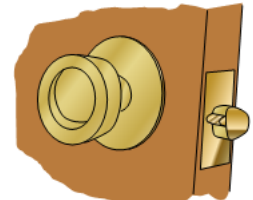
## Spring Latch



Spring Lock

Most doors come equipped with a spring latch, like the ones you see here. It offers **NO** protection, and can be slipped or “shimmied” with a credit card or penknife.

The same lock, with a deadlatch or anti-shim device, prevents slipping. But it still can be forced, or the door spread from the frame.



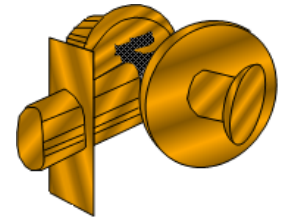
Deadlatch

## Deadbolts

A deadbolt lock offers the best security. When you turn the key, a strong metal bolt slides out of the door and into the frame.

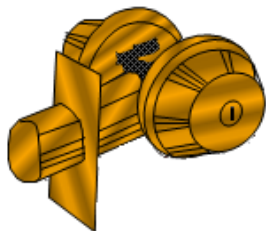
### Single Cylinder Deadbolt

This deadbolt requires the use of a key from the outside, with a plain thumb turn on the inside.



Single Cylinder Deadbolt

### Double Cylinder Deadbolt



Double Cylinder Deadbolt

This dead bolt requires the use of a key from both sides of the door, and boasts two principle advantages over the single cylinder lock. First, a burglar can't simply break out a pane of glass, reach in and flip a thumb turn. Second, if he does get in by other means, such as through a window, a door secured by a double cylinder dead bolt will be unavailable for removal of large items. His loot will be limited to what he can then fit through a window. Many people are concerned about the fire hazard created through the use of double cylinder deadbolts. In fact, in some areas, it is against the fire codes. For this reason, check with your

local fire department, keep an extra key near the door in case of emergency, install smoke detector for early warning, and have a family emergency plan and practice it.

## Drop Bolts

Drop bolt device, sometimes called vertical throw bolts, offer protection similar to conventional dead bolts. The bolt engages vertical pins in a receiving plate and provides excellent security as long as it is installed on a strong door and frame.



Dropbolt

# Sliding Glass Doors

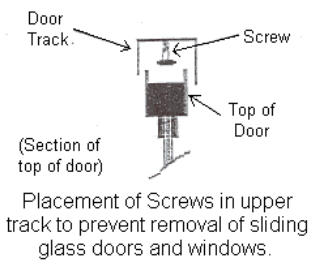


Charley - Bars

Charley-bars can be installed in minutes and block the moveable door in the closed position. These are more reliable than simply putting a broom handle in the track. Auxiliary key locks, often of a plunger design as shown here, prevent the door from being moved even if the regular lock on the door is forced. Prevent lifting of the sliding glass doors or windows off their channels by installing sheet metal screws in the upper track above the frame. Adjust screws so that the window or door just barely clears the screw head.



Auxiliary Key Lock



One additional consideration to increase the burglar resistance of sliding glass doors is to "pin" the doors. This is an easy and inexpensive process, which consists of drilling a small, downward angled hole at the top center of the door's frame through one door section into the other. This is done where the moving sliding portion of the door assembly overlaps the stationary section of the door assembly. Then, insert a steel pin or heavy nail into the hole. **Be careful to avoid drilling too close to the glass area of the doors!** Finally, place a wooden dowel snugly in the track to prevent the door being forced!



Pinning a sliding glass door



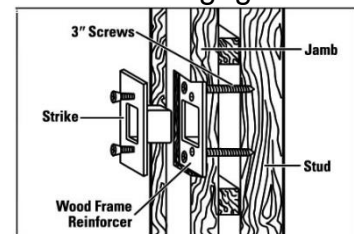
Double Door Security

## Double Doors

Double doors can be very difficult to secure, but not impossible. Many of these doors incorporate slide bolts mounted on the inactive door. These are weak and inadequate. For maximum security, install cane or flush bolts at the top and bottom.

## Door Strikes and Frames

A deadbolt lock is no more effective than the striker plate and doorframe it engages. The average door strike plate is secured only by the soft-wood doorjamb molding. These lightweight moldings are often tacked on to the door frame and can be torn away with a firm kick. Because of this construction flaw, it makes sense to upgrade to a four-screw, heavy-duty, high security strike plate. Look for a snug fit between the lock and the striker plate. If your door strike is installed with a small, half-inch screws, replace them with three-inch screws that anchor into the stud. This method adds considerable strength to your door.



Door Strikes and Frames

## Pinned Hinges



Pinned Hinge

If your exterior doors swing outward, the hinges are on the outside. A burglar can easily remove the hinge pins and lift or pry the door. Removing the center screw from each side of the hinge and inserting a headless screw or dowel in one side easily prevent this.

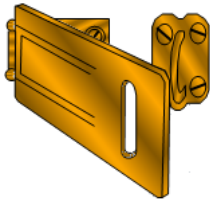
## Padlocks

Most households make use of one or two padlocks somewhere. A good one will have a heavy body or laminate construction, toe and heel locking, and a hardened steel shackle. Remember to erase or file off key numbers, which may appear on the bottom of the padlock. Unauthorized keys can be made from this number.



Padlocks

## Hasps

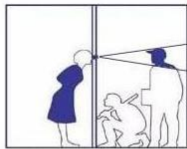


Hasps

No padlock is better than the hasp on which it is mounted. A good hasp is made of hardened steel, and is constructed in such a way that bolt heads are not visible when the hasp is in the closed position. Don't install a hasp with ordinary screws. Use long stove bolts, which go completely through the door or gate.

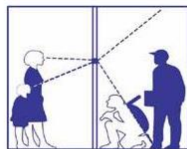
## Safety at the Door

Remember ... Never open your door to a stranger. Always demand proper identification from salespeople or utility company employees. Ask that their ID be pushed under the door. Many professional burglars use this cover to check out homes. If you're doubtful, check with the person's office before letting him or her in. If someone comes to your door asking to use the phone



Conventional Peephole  
VS

High Degree Wide  
Angle Peephole



Peephole  
Doorviewer

to call a mechanic or the police, keep the door locked and make the call yourself. While this is common sense to adults, children must be continually reminded about this very important safety consideration.

Keep in mind that chain locks are primarily a privacy device and should never be relied upon for maximum security. Consider installing a door viewer device such as a security quality peephole to enable you to see who is there **before** opening any door.

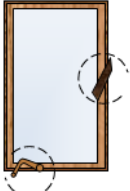
As previously stated, doors are the primary target of entry for most residential criminals. The various safety hardware, techniques, and considerations in this booklet will help you to make your home safer only if you remember to use them!





# Window Protection

Windows are second only to doors as the most inviting means of entry for the determined burglar. There are ways to make windows more secure as well.



Casement Windows

## Casement Windows

Casement windows are usually easy to secure. Be sure that the latch works properly, and that the operating mechanism has no excessive play. If the window is seldom used, the operating handle could be removed for extra security.

## Double Hung Windows

You can easily secure your double hung wood sash windows by drilling a hole at the point where the two frames meet and inserting a dowel, heavy metal pin or nail. Make sure the hole goes all the way through the inner sash, but only partially through the outer sash. Drill the hole at a downward slanting angle, to resist dislodging the pin by shaking or vibration.

## Auxiliary Window Lock

Even more secure are the auxiliary keyed window locks, such as the plunger style locks. These jocks prevent the window from being opened even if the glass is broken. Your locksmith can show you several different models of window locks for both metal and wood sash.



Window Security Devices



Bars and Grillwork

## Bars and Grillwork

Basement windows are a favorite means of illegal entry, often due to their concealment. Since they are seldom needed as a fire exit, they can be effectively secured with inexpensive bars. Bars should be flat steel, three-sixteenths inch by one and one half inch and be mounted into masonry with heavy bolts. There should be no more than six inches between bars.

# Garage Security

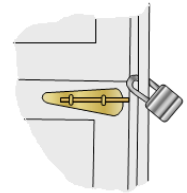
Garages present special challenges for security. Always keep your garage doors closed and locked even when your car is not in the garage. If you frost or cover your garage windows, burglars won't be able to tell if your car is gone. This prevents burglars from entering your home through the door leading from your garage into your home. Additionally, it takes only seconds to walk into an open garage to steal work and yard tools.

If the door between your home and garage does not have a window in it, install a peephole in the door separating the house from the garage. This allows you to check your garage if you hear suspicious sounds without opening the door.

## Overhead Garage Doors

For long range protection of overhead doors, such as during vacations or weekend trips affix an inexpensive padlock to the inside frame. That way the doors cannot be raised even if the door lock is broken.

If the garage door lifts on a track, a C-clamp can provide extra security since the door cannot be opened if you tighten the C-clamp on the track next to the roller.



Overhead  
Garage Doors

## Outside Your Home



Here is what you can do outside your home to make it less appealing to burglars:

1. If the yard is fenced, are there any gates? If so, where do they lead, and can they be locked? Remember that privacy fences limit the ability of your neighbors and police/security patrols to see the enclosed area; if you don't really need the privacy, consider a cyclone or other fencing material which does not block open view.
2. Maintain and use adequate lighting, especially at entry points. The power company will usually install a yard/alley light for a reasonable cost.
3. Don't leave ladders and tools lying around outside where burglars can use them to enter your home.
4. All valuables like lawn mowers and bicycles should be locked in your garage or shed.
5. House numbers should be large, prominently displayed and well lit to insure they can be easily read from the street. This helps the Sheriff's Office and EMS to find your home in an emergency. Urge your neighbors to do the same. It is also the law to have your address marked.

## Security Lighting

Since most burglars don't like to be observed while they are working, they often shun well lit areas. A few exterior lights, mounted either on yard poles or beneath the eaves of your house and shining at a downward slanting angle, provide extra security and peace of mind. Avoid any type of lighting that causes glare in the direction of the street. Such lighting is counter-productive to security, since you want deputies and passersby to glance in the direction of your home and not away from it.



Exterior Security  
Lighting

# Landscaping

Trees located near windows or shrubbery that might shield a burglar from view can be major flaws in your home-protection plan. They provide excellent coverage for a burglar to work without risk of detection.



External Shrubbery  
and Lighting

Plant materials ("foundation plantings") should be trimmed so that they are not any higher than the sills of the windows or they have no branches below three feet to create a clear-view zone. Plants should not create places of concealment, particularly adjacent to the entrance or at bedroom windows. If you have a second floor, prune trees so they can't help a thief climb in second floor windows. Place trellises where they can't be used as ladders to gain entry to the upper floors. Trim shrubs so windows and doors are in full view from the street. Unobstructed doors and windows are a deterrent because the intruder is forced to work in the open where detection is more likely. Consider adding landscape lighting around your home to prevent dark shadows where burglars could "disappear" in the darkness.

## Additional Security

Change all the locks and tumblers when you move into a new house. If you lose your keys, change the locks immediately. Before turning your house key over to a professional house cleaner for several hours, make sure the person is honest and reputable as well as hardworking. Check all references thoroughly. If the house cleaner is from a firm, call your local Better Business Bureau to check on the firm's reputation. Instead of keeping a spare key in a mailbox, under the doormat, or on a nail behind the garage, wrap the key in foil -- or put it in a 35mm film can -- and bury it where you can easily find it if you need it. Don't leave notes for service people or family members on the door. These act as a welcome mat for a burglar. Talk to your neighbors about any suspicious people or strange cars you notice lurking about. Do not list your full name on your mailbox or your entry in the telephone book. Use only your initial and your last name. Dogs are good deterrents to burglars. Even a small, noisy dog can be effective -- burglars do not like to have attention drawn to their presence. Be aware, however, that trained guard dogs do not make good pets. Obedience training and attack training are entirely different, and only the former is appropriate for a house pet.

Burglars always look for signs that a house is uninhabited -- and the longer the house is empty, the more vulnerable it becomes. Follow these tips for keeping your house secure while you're away:

- If your plans to be away from home have been publicized through a funeral, wedding, or similar newspaper notice, hire a house sitter. Burglars often read the newspapers to see who's planning to be away from home all day or for several days.
- Ask your neighbors to use your garbage cans when you're on vacation so your absence won't be so evident.

- If you're going to be away from home for several days -- or even for just one day -- adjust your telephone ring to its lowest volume. An unanswered phone is a quick tip that your home is empty.

We've covered home security -- when you're there or when you're away. Now you can rest easier no matter where you are. These thieves are more easily thwarted if you employ some of these simple security precautions:



## Vacation Tips

Burglars always look for signs that a house is uninhabited -- and the longer the house is empty, the more vulnerable it becomes. Follow these tips for keeping your house secure while you're away:

- Lock all doors and windows.
- Leave all shades and blinds in their normal positions.
- Advise a trusted neighbor of your travel plans and ask him or her to watch out for suspicious people and activity around your home and property.
- Ask your neighbors to use your garbage cans when you're on vacation so your absence won't be so evident.
- If you're going to be away from home for several days -- or even for just one day -- adjust your telephone ring to its lowest volume. An unanswered phone is a quick tip that your home is empty.
- Don't allow deliveries of any kind to accumulate on your doorstep. If you do not wish to cancel deliveries, arrange for a neighbor to pick them up. Don't forget to have your mail held for your return or pick up by a neighbor.
- Arrange for lawn mowing at proper times.
- Connect one or two lamps and perhaps a radio to an automatic timer. They are inexpensive and help to make your home appear occupied.
- Refrain from publicizing your exciting vacation or trip until after your return.
- If your plans to be away from home have been publicized through a funeral, wedding, or similar newspaper notice, hire a house sitter. Burglars often read the newspapers to see who's planning to be away from home all day or for several days.
- Call the Newberry County Sheriff's Office at (803) 321-2211 for a Property Check (extra Patrol). Provide them with emergency numbers, key holders and other security details and they will alert the patrol deputies to watch out for your property.



**This Page  
Intentional  
Left Blank**

**This booklet presented as a service to the citizens of Newberry County by:**



**NEWBERRY COUNTY SHERIFF'S OFFICE  
COMMUNITY ORIENTED POLICING SERVICES (COPS)  
550 WILSON ROAD  
NEWBERRY, SC 29108**

**OFFICE 803-321-2211 • FAX 803-321-2173**

**Note:** There are no guarantees, expressed or implied, with this inspection or the information provided within this booklet that will make your residence BURGLARY-PROOF, or that the recommendations will prevent any type of crime against property or persons within your residence.

---

**FOR MORE INFORMATION CONTACT:**

Captain Robert Dennis ... (803) 405-7705  
Master Deputy Sherri Scott ... (803) 405-7715  
Master Deputy Ron Abrams ... (803) 405-7714

---

**Blessed be the Peacemakers**