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## STARTING A NEIGHBOURHOOD WATCH SCHEME

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*It's SIMPLE and it's FREE!*

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*This is what you, and your group, need to do:-*

### GROUNDWORK:

- Set up an email address for the new Scheme.

*For example:*

*If your Scheme is in Nightingale Close, then perhaps [NightingaleWatch@gmail.com](mailto:NightingaleWatch@gmail.com).*

This will give your Scheme an independent identity – that is 'owned' by the Scheme.

- Contact households/residences in your proposed new Scheme and ask for their formal 'sign-up' to join and be part of the Scheme.

To join, ask households/residences to email the Scheme their name, address and confirm their preferred contact email address. For data protection, be sure to inform them that by providing their details they agree to join the Scheme and that their contact data will be used solely for the purposes of communication within the Scheme, and between Scheme members.

In your Scheme's new email account, create a Watch 'email group', and as replies roll in, add them to the 'email group'.

*(If there are elderly or vulnerable residents who would wish to join, but who do not use email, then they can provide the email address of a relative or friend who agrees to forward messages for them.)*

### REGISTRATION:

- Go to <http://www.ourwatch.org.uk/> and register your new Scheme with the Neighbourhood Watch Network (NWN). This will automatically provide you with free Public Liability Insurance for the Scheme and you can select to receive National 'Alert' feeds from Action Fraud by email.
- Go to <https://www.asnwa.org/> and register the Scheme with the Avon and Somerset Association so that your Scheme receives up-to-date information on Watch developments across the Police Force Area – and give you access to an 'on-line' forum to exchange information, as well as providing feedback and suggestion on how we can better support you and your Scheme.
- Go to <https://www.avonandsomerset.police.uk/account> and register the new Scheme with the Avon and Somerset Police. This will also initialise 'Community Alert' email message from the police to be sent to the Scheme's email address.

**WELL DONE! – YOUR SCHEME IS NOW LIVE!**

## WHAT NEXT?

With your Scheme registered the next step is to ensure that there is fast and effective communications between members of the Scheme - and for 'alerts'.

The 'traditional' NW approach relied on the Scheme's lead/'co-ordinator' to receive Police and Fraud alerts and then forward these to Scheme members, usually by email using the Scheme's email group. Whilst this is a good approach to 'start the ball rolling' - there is a massive down-side. It does not provide the speed, resilience and flexibility that a modern Scheme needs.

To assure fast and effective Scheme communications there are now better, easier and faster ways for Scheme members to communicate – and that's social '*messaging*'. There are lots of social '*messaging*' services to choose from- the choice is yours – but make sure they work on Android, Apple, as well as Windows based PC's and laptops. '*WhatsApp*' could be for you as it works across all these platforms – and you can invite scheme members to join through your Scheme's email group with a simple 'link'. 'Whatsapp' is one of many excellent messaging services – the choice is yours – it's whatever your Scheme members are happiest with – and they will readily use! The real benefit of using '*messaging*' is that any member of the Scheme can raise an 'alert' or call for help instantly – and by their very nature messaging services are GDPR compliant.

**To assure your Scheme's 'resilience', make sure that all the Scheme's registration, email and messaging ID's, and passwords are known to your Scheme's core 'trustees'. This way should anything happen to the lead/'co-ordinator' such as holidays, illness, or relocation – the Scheme keeps rolling!**

With your email and 'messaging' service in place, it's time for your Scheme members to register themselves for police crime 'alerts' and with Action Fraud so that everyone receives these alerts messages instantly and directly.

Police Alerts: <https://www.avonandsomerset.police.uk/account>

Action Fraud: <https://member-registration.neighbourhoodalert.co.uk/149/Join>

**Lastly**, all that's left is to decide whether you want to erect 'signage' for your Scheme – or just print off window 'stickers'. To help you decide - just go to <https://www.asnwa.org/how-to> to find out about applying to erect NW street sign, and ordering street signs and window stickers on-line.

We may not be able to give you the answer to "*meaning of life, the universe, and everything*" – but we'll try! If you need any help – just contact ASNWA - or a local NW Association listed on our website.



**CONGRATULATIONS!**

**YOUR SCHEME IS NOW FULLY OPERATIONAL – AND RESILIENT!**