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The burglary basics:

- Make your school, classroom, or home look occupied, and make it difficult to break in.
- Lock all outside doors and windows before you leave school, classroom, or the house. Even if it is for a short time, lock your doors.
- At home leave lights on when you go out. If you are going to be away for a length of time, connect some lamps to automatic timers to turn them on in the evening and off during the day.
- Keep your garage door closed and locked.
- Don't allow daily deliveries of mail, newspapers or flyers build up while you are away. Arrange with the Post Office to hold your mail, or arrange for a friend or neighbor to take them regularly.
- Arrange for your lawn to be mowed if you are going away for an extended time.
- Check your locks on doors and windows and replace them with secure devices as necessary.
- Pushbutton locks on doorknobs are easy for burglars to open. Install deadbolt locks on all your outside doors.
- Sliding glass doors are vulnerable. Special locks are available for better security.
- Other windows may need better locks. Check with a locksmith or hardware store for alternatives.

Don't tempt a thief:

- Computers, lap-tops, cellular phones, lawn mowers, snow blowers, barbecues and bicycles are best stored out of sight.
- Always lock your garden sheds and garages.
- Use appropriate window covering on classrooms, garage and basement windows.
- Never leave notes on your door such as "Gone shopping."

Locks...get the best:

- No lock, regardless of its quality, can be truly effective. Key-in dead bolt locks provide minimum security. Ask a locksmith for advice on your situation.
- Change locks immediately if your keys are lost or stolen.
- When moving into a new home, have all locks changed.

Targeting the Outside:

- Have adequate exterior lighting. A motion-sensitive light is recommended for backyards.
- Trim trees and shrubs so that they cannot be used as hiding places for intruders.
- Make sure your door hinges are on the inside.

Windows:

- Check windows to make sure they are locked before you leave.

If Your Home Is Broken Into:

If you come home to find an unexplained open/broken window or door:

- Do not enter - the perpetrator may still be inside.
- Use a neighbor's phone to call police.
- Do not touch anything or clean up until the police have inspected for evidence.
- Write down the license plate numbers of any suspicious vehicles.
- Note the descriptions of any suspicious persons.

Other precautions you should take:

- Never leave keys under doormats, flowerpots, mailboxes or other "secret" hiding places -- burglars know where to look for hidden keys.
- Keep a detailed inventory of your valuable possessions, including a description of the items, date of purchase and original value, and serial numbers, and keep a copy in a safe place away from home -- this is a good precaution in case of fires or other disasters. Make a photographic or video record of valuable objects, heirlooms and antiques. Your insurance company can provide assistance in making and keeping your inventory.
- Trim your shrubbery around your home to reduce cover for burglars.
- Be a good neighbor. If you notice anything suspicious in your neighborhood, call 911 immediately.
- Mark your valuables with your driver's license number with an engraver you can borrow from your precinct. Marked items are harder for a burglar to dispose of and easier for police to recover.
- Form a Neighborhood Watch Group. We can help you work with your neighbors to improve security and reduce risk of burglary.
- Consider installing a burglar alarm system.

The MOST important thing YOU can do is CALL THE POLICE to report a CRIME or any SUSPICIOUS activity. You have to be the eyes of your neighborhood. And remember you can always remain a pair of anonymous eyes!

Remember the three L's of Crime Prevention: **LIGHTS, LOCKS & the LAW!**

Light up your residence, **lock** your doors at all times, and call the **Law** when you see something suspicious.