

Your responsibility as a **BLOCK CAPTAIN**

NEIGHBORHOOD WATCH PROGRAM

Protecting Today.
Securing Tomorrow.



Taking the Lead in Your Neighborhood

After your Neighborhood Watch Block is implemented, it is important to keep your group active and maintain an interest level. Communicating with your neighbors and the Police Department is key. Hold meetings twice a year or at least annually to sustain the watch group.

Starting a Neighborhood Watch

Talk to your neighbors. See if there's interest in forming a Neighborhood Watch group in your area. Tell your neighbors about the benefits of a program and the problems to be addressed. Ask about convenient times and places for the first meeting. Be sure to mention that Neighborhood Watch does not require frequent meetings or personal risks, and that Chula Vista Police Personnel will be there to present information and answer questions.

Planning the First Meeting

Select a date, time, and place for the first meeting and coordinate with the Community Relations Unit at (619) 691-5187.

Meetings are usually held at a home, school, church, or community center. Distribute flyers a few days before the meeting. We will have a sign in sheet, which includes a space for phone numbers, addresses, & email. You will then utilize that sign in sheet to communicate with members of the watch group. We will bring fliers on a variety of crime prevention and safety topics.

Establishing an Area Map

If you create a map of your block it will aid in clearly identifying homes on your block. The information is confidential and only the residents on the block will be supplied with a copy. This map is used to help members give adequate information when reporting suspicious activity in your neighborhood. If agreed you can show the name, address and phone number of each home. It is recommended that both the home, business and cell phone numbers be included. It is important to keep the map updated and reflect all changes in residents, phone numbers, etc. If the group agrees, collect money for the purchase of

An Effective Block Captain will:

- 1** Provide the meeting place and supply nametags for attendees.
- 2** Supply refreshments (examples: coffee and cookies).
- 3** Contact the Community Relations Unit (619) 691-5187 for secondary meetings. Meet annually or twice a year.
- 4** Distribute information and Neighborhood Watch bulletins to the residents on your block. The Community Relations Unit will provide the materials.
- 5** If you move from the area, please contact a neighbor on your block and ask if they can assume the responsibilities of Block Captain and report this information to the Community Relations Unit.
- 6** If you wish you can create and distribute a Neighborhood Watch Area Map and include phone and email list from the sign in sheet.

Neighborhood Watch signs and window decals. Seek a co-captain to assist you in collection of money for signs, decals, and distribution of handout material.

HELPFUL TIP: Establishing a Facebook page (invitation only) for your Neighborhood Watch Group is one way to sustain interest and allow group members to share information on a continual basis.

Contact