

Catholic Mutual Canada. . . "CARES"

RECTORY SECURITY

Given the time and the opportunity, a thief can break into almost any rectory. It is possible to greatly reduce and discourage residence entries by following simple and effective security measures.

Locks

Locks which have the keyhole in the knob are not reliable; they can be easily forced from the outside.

Install a one-inch single cylinder dead bolt lock which has a thumb turn on the inside and key actuation from the outside on all exterior doors. **A double cylinder dead bolt lock which has key actuation on both the inside and outside on any exit door is not permitted for use in accordance with the Ontario Fire Code.** An exit door is a door that either leads directly from the building to the exterior or a door that leads from a floor area into an exit stairway.

Padlocks should be of good quality with heel-and-toe locking. Key control is important. If keys are lost, locks should be changed.

Doors and Windows

Exterior doors should be of solid core construction.

Ensure the door frames are solid and are equipped with the proper strike plate.

Doors should be mounted so that hinge bolts are not exposed to the outside.

Chain locks are poor security. Install a door eye-viewer.

Sliding glass doors or windows can be lifted out of their tracks. Install self-tapping screws in the upper track that allow the door or window to slide into place. A square-edged length of wood placed in the bottom track will resist lateral forcing.

Most windows can be pinned for security purposes. Drill a 3/16" hole on a slight downward slant through the inside window frame and halfway into the outside frame. A nail or pin can then be placed in the hole to secure the window. (Do household members know what to do in case of a fire?)

Secure other openings into your home such as window air conditioner openings.

Garages are favorite targets for burglars. The garage door should be locked at all times whether you are in the house or away.

Lighting

Leave some lights on while you are away. If you are just out for the evening, a single light preferably upstairs, so the burglar can't peek in and see if someone really is home will do.

If you are going to be gone several days or longer, get an inexpensive timer that turns the light on and off at designated times. (You might get several and time them so that when lights go off in the living room, for example, they go on in a bedroom; this makes it look like someone is moving around in the house.

Outside lights are also a good idea, whether you are away or home. They remove the thief's cover of darkness and he doesn't want to be in the spotlight when he works.

Alarms

A central station monitored alarm system is recommended, the system should be regularly checked for any system failures.

It should be clearly indicated that your parish is alarm equipped.

All residents and guests should be properly trained in the alarm procedure. By doing so, this will minimize false alarms.

The distribution of the alarm code should be restricted.

Going on Vacation

Inform a designated parishioner of your departure and return dates and leave a number where you can be reached in case of an emergency. Be sure to leave a house key with your designated parishioner.

Arrange for a pick up newspapers and mail. Arrange for trimming of the lawn and clearing of the walkways.

Small valuables should be stored in a safe deposit box.

Use clock timers that activate lights, radios, and televisions at various intervals to give the impression that someone is home.

Before leaving, ensure that all entries are secured.

Do not leave notes that indicate you are not at home.

Note license numbers of suspicious vehicles in the neighborhood and descriptions of suspicious persons. Telephone the police as soon as possible with the information.

If you find a door or window has been forced or broken while you were absent, do not enter; the criminal may still be inside. Use a neighbor's phone to call the police.

Do not touch anything or clean up if a crime has been committed until the police have inspected for evidence.

Home Security Checklist

	Yes	No
1. Deadlocking side bolts on all spring latch locks.	___	___
2. Doors with glass properly secured.	___	___
3. Anti-slide, anti-lift protection on sliding glass doors.	___	___
4. Garage door secured on both sides.	___	___
5. Security pins on double-hung windows.	___	___
6. Exterior lighting on main home entrances.	___	___
7. Timers to control lighting when you are out of the house.	___	___
8. Wide-angle viewer on solid doors.	___	___
9. Main entrances visible from street and from neighbors.	___	___
10. Someone to pick up mail, newspapers, etc. when you are out of town.	___	___
11. Valuables engraved through "Operation Identification".	___	___

You should take action on all items which you have marked No.

NEVER GIVE A BURGLAR AN EVEN BREAK!