

## Benefits of being a Coordinator

Get satisfaction from volunteering - giving something back



Access Neighbourhood Alert to receive trusted information from a reliable source



Support in seeking funds to use for community reassurance and well-being



Work collaboratively with NWS and partners to improve community safety



Create an enhanced sense of community wellbeing



Help build community resilience



Establish Your Watch... Your Way



Working together to develop community spirit



Get to know your neighbours and explore opportunities to enhance your community



Whether you are part of a Neighbourhood watch, a user of Neighbourhood Alert, a board member or a watch coordinator you play a significant part in contributing to a safer Scotland.

## Monetary Benefits

There are monetary discounts for members. Refer to our website for current details.

## Insurance

As a registered NW, you are covered by our National Public Liability Insurance Policy (detail available if required). **Phone us on 01786 463 732 for further information.**

## Signage/Stickers etc

Visit our online shop to view our products and place an order, or alternatively, email us at [info@neighbourhoodwatchscotland.co.uk](mailto:info@neighbourhoodwatchscotland.co.uk)



Neighbourhood Watch SCOTLAND

Safer Neighbourhoods Stronger Communities

## Why not consider joining our Board?

NWS, as a registered charity, is governed by a board which meets quarterly. Could you spare some time to become a board member as we are keen to increase our membership?

If you are genuinely interested in community safety and keen to play a part in community cohesion we would love to hear from you. You can reach out to us on the contact details below.

## Contact Details/Support

[info@neighbourhoodwatchscotland.co.uk](mailto:info@neighbourhoodwatchscotland.co.uk)

[www.neighbourhoodwatchscotland.co.uk](http://www.neighbourhoodwatchscotland.co.uk)

Tel: 01786 463 732

Neighbourhood Watch Scotland SCIO

### Registered Office:

Neighbourhood Watch Scotland,  
21 Claylands Road, Newbridge,  
Edinburgh, EH28 8LF

Charity Number: SC036510



## We also deliver



Rural Watch SCOTLAND

[www.ruralwatchscotland.co.uk](http://www.ruralwatchscotland.co.uk)



Construction Watch SCOTLAND

[www.constructionwatchscotland.co.uk](http://www.constructionwatchscotland.co.uk)



Neighbourhood Watch SCOTLAND

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# A guide for new Coordinators

[www.neighbourhoodwatchscotland.co.uk](http://www.neighbourhoodwatchscotland.co.uk)



## Welcome

As a prospective new coordinator, we welcome you to Neighbourhood Watch Scotland (NWS) and thank you for showing an interest in helping your neighbours, and your family, to stay safe.

Everyone within a Neighbourhood Watch (NW) scheme plays an important part in making their neighbourhood a friendly and pleasant place to live, while reducing crime.

We all want to make our communities safer, and being part of a NW scheme can help contribute to this whilst ensuring the elderly, vulnerable and young are given a sense of security.

NWS offers advice and guidance to those who need it, encouraging those in communities to feel empowered, confident and supported... you are not alone on this adventure!

## Our Values

**NWS has an ethos that simply allows you to coordinate your scheme, your way! We call it:**

**Your Watch,  
Your Way**

You should never feel unsupported, if you do then we have failed you! We have a full range of tools and guidelines to help you in every way, just ask!

In this introductory leaflet you will read about how we can help you set up and run a successful NW.

By setting up a Watch you are helping create community spirit and build resilient safer communities using trusted information. NWS provides access to sources of support and help through its many partners, Police Scotland, Local Authority, Scottish Fire and Rescue Service, Trading Standards and community groups. Where possible, NWS will help you gain contact with your local services and Community Police groups.

## Guidelines to creating a Watch

- ✓ Take time to talk to your possible new members, gain their support to set up a Watch. History tells us that new coordinators fear getting too involved and it takes up too much of their time. Once the basics are in place you can do as much, or as little, as you want.
- ✓ Previous new coordinators say that when you start to talk to new members, you'll get more and more interested in helping your community to be safe. Sharing and following crime prevention advice and looking out for each other helps lower the crime in your neighbourhood, while creating a friendly environment where neighbours feel safe and connected.
- ✓ We can put you in touch with a NW coordinator in your area, they can be your 'buddy' and help you through the early days. This will give you the chance to discuss local news and issues that you may want to pass on to your new Watch.
- ✓ Having NW signs warns potential criminals that people are crime alert and watching out for one another. Please visit our website to find guidance on erecting NW street signs around your area.
- ✓ Data Protection is vital to ensure the security of your members and their contact details. Phone us on **01786 463 732** for guidance on how to protect your data and how to communicate with members in a safe and secure way.
- ✓ If you have access to the internet you can read through further details on the NWS website by going to **[www.neighbourhoodwatchscotland.co.uk](http://www.neighbourhoodwatchscotland.co.uk)**.
- ✓ If you don't have access to the internet, simply phone us on **01786 463 732** to discuss how we can provide information that will help you.
- ✓ We will be there for you as much, or as little, as you want!

## Setting up your Watch - checklist

- ✓ Identify a coordinator.
  - ✓ Register your Watch, and sign up to the Neighbourhood Alert messaging system, by visiting the Neighbourhood Watch Scotland website and selecting "Sign up for Alerts".
  - ✓ Encourage neighbours to join via:
    - A door to door visit explaining a bit about the benefits of NW, collect names and a preferred contact method - email or mobile numbers.
    - A NW template letter is available through NWS that you can customise and pop through your neighbours' letter boxes asking them to get in touch with you with their preferred communication method.
- Email **[info@neighbourhoodwatchscotland.co.uk](mailto:info@neighbourhoodwatchscotland.co.uk)**, or call **01786 463 732** for a copy.
- ✓ Decide how you are going to regularly contact members, there are many options:
    - A meeting.
    - WhatsApp group.
    - Email group (using Bcc).
    - A note through the door.
    - A phone call.
    - A buddy system with a next door neighbour if you have an elderly neighbour who doesn't have access to the internet or a mobile phone.
    - Some coordinators use a mix of all of these.
  - ✓ Start to share Alerts, scam information and local criminal or antisocial behaviour in your area.
  - ✓ Order signage as required.