**Places of worship security checklist**

A crime against a place of worship can have a significant impact on the whole faith community. This checklist will assist you in reviewing the current security and processes around your premises that are intended to reduce the opportunity for crime to occur.

Some buildings may be listed or have significant historic value and this can obviously restrict remedial work around the site, including upgrades to physical security. Therefore, it is vital to take this into account when discussing any potential changes and the correct procedures must be adhered to.

Once you have completed this checklist try to consider three changes to existing security and/or process that will enhance what you already have around the premises, and reduce the opportunity for crime to occur. Always take professional advice prior to progressing or agreeing to any physical security upgrades, and then obtain three quotes before taking your choice as a consumer. Details of industry authorities can be found within this checklist.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Perimeter**  |  | **Checklist** |
| Securing the boundary of the site can assist in reducing the opportunity for unauthorised access. It is important that multiple access points are avoided and that the ‘protection’ in place is well maintained.1. Is the boundary to the site clearly defined?
2. Is the perimeter protection (walls, fences) in good state of repair?
3. Are there any unnecessary access points or gaps in the perimeter protection?
4. Are gates to the same height as the walls or fencing they are set within?
5. Would any areas around the perimeter provide hiding places for unauthorised users?
 |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |
|  | **Appearance**  |  | **Checklist** |
| An uncared for and untidy building can suggest to offenders that the security of your place of worship is just as uncared for. Signs of wear and tear on your premises can give off the same impression too.1. Is graffiti visible on your site?
2. Is your site clean and tidy?
3. Are there signs of wear and tear in doors, windows or other parts of your building?
4. Are there any items such as ladders, tools or any equipment that could be used as a means to commit crime?
5. If you have shrubs, plants or trees, are they maintained correctly? Do they provide potential hiding places, obscure CCTV cameras or create a screen that cuts off natural surveillance from the surrounding area?
 |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |
|  | **Lighting**  |  | **Checklist** |
| An unlit or poorly lit building can provide hiding places for thieves. Installing lighting can not only provide safety for worshippers, but it can also deter potential offenders who fear that an illuminated area may make it easier for them to be spotted. 1. Is the external lighting around your premises in full working order?
2. Do any bulbs need replacing?
3. Are there any areas that are not illuminated by the current provision?
4. Could the existing lighting be damaged by someone – i.e. is it installed in a position that is within someone’s reach?
5. If you have a car park is it illuminated for the safety of users?
 |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |
|  | **Doors, windows and locks** |  | **Checklist** |
| Physically protecting your place of worship with the correct standard of doors, windows and locks can assist in reducing the opportunity for crime to occur.1. Are all doors and windows in a good state of repair – i.e. no weaknesses to the frames, fabric of the fixtures/fittings?
2. Do the doors and windows meet current security standards such as PAS 24 (for doors and windows) or LPS1175 (for doors)?
3. Do any windows need enhancing by the fitting of security film or grilles in appropriate areas?
4. If euro-cylinder locks feature on any doors around the site, do the locks conform to TS 007 (3 star rating) or Sold Secure Diamond standard for lock cylinders (SS312)?
5. Are windows fitted with key operated locks and sash jammers?

**Industry authorities:**Secured by Design – [www.securedbydesign.com](http://www.securedbydesign.com)Master Locksmiths Association – [www.locksmiths.co.uk](http://www.locksmiths.co.uk)Sold Secure – [www.soldsecure.com](http://www.soldsecure.com)Door & Hardware Federation – [www.dhfonline.org.uk](http://www.dhfonline.org.uk)Glass & Glazing federation – [www.ggf.org.uk](http://www.ggf.org.uk) |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |
|  | **CCTV**  |  | **Checklist** |
| CCTV systems can be an effective tool for preventing and investigating crime. 1. Does the premises have a fully functioning CCTV system that meets latest industry standards?
2. Is the system covered by a maintenance agreement?
3. Is the system monitored?
4. Does the current system cover all entrances and exits?
5. Are cameras installed out of reach from potential offenders?

**Home Office guidance**:[www.gov.uk/government/publications/cctv-guidance](http://www.gov.uk/government/publications/cctv-guidance) [www.gov.uk/can-i-use-cctv-at-my-commercial-premises](http://www.gov.uk/can-i-use-cctv-at-my-commercial-premises)  |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Intruder alarms**  |  | **Checklist** |
| Intruder alarms can be used to compliment the physical security of your premises. They can be used as a deterrent and means of summoning help if physical security is breached. 1. Does the premises have a fully functioning intruder alarm that meets the latest industry standards?
2. Is the alarm system regularly tested and maintained?
3. If you looked at the alarm box from the outside of the building would it give the impression that the alarm is maintained?
4. Does the system cover all ground floor and upper floor access points?
5. Have you got an effective system in place for using the alarm?

**Industry authorities:**National Security Inspectorate – [www.nsi.org.uk](http://www.nsi.org.uk)Security Systems and Alarms Inspection Board – [www.ssaib.org](http://www.ssaib.org) |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Interior security** |  | **Checklist** |
| Many people attend places of worship at different times throughout the day. Measures should therefore be taken to reduce the risk and minimise loss at all times should your place of worship be targeted. 1. Can any items of value within the premises be seen through the windows from the external areas?
2. Is there a professionally installed safe on the premises to secure any valuable items or cash in if required?
3. Have you got a written and photographic record of any items of value and is it stored in a safe place?
4. Are any measures in place to protect users of the site should an intimidating or violent incident occur – i.e. panic buttons, personal alarms, safe room?
5. Could timer switches/mobile apps or fake TV’s be used in any areas of the premises to suggest it is occupied when not in use?
 |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Locking up** |  | **Checklist** |
| Please ensure procedures are set in place in your place of worship when locking up. 1. Is there a process in place to check the security of the building prior to locking up – i.e. check all doors and windows, and activate the alarm?
2. Is there a process in place to support lone workers/users if locking up on their own – i.e. personal attack alarm, contacting a second person when locked up and safely home?
3. Is there a facility to safely store keys when not in use?
4. Do you conduct a regular audit of the keys to ensure they are all present?
5. Are locks replaced immediately if keys are lost?
 |  | **Yes / No****Yes / No****Yes / No****Yes / No****Yes / No** |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Additional security** |  | **Comments** |
| Below is some additional advice that may help with improving the overall security of your place of worship.1. Ensure that the appropriate people within your place of worship are briefed on any security procedures.
2. If you are planning a move to a new premises or intend on making refurbishments or an extension, you have an excellent opportunity to build preventative measures into the design. You can seek advice from your local West Yorkshire Police Architectural Liaison Officer (ALO) by contacting 101.
3. Please ensure any computers/laptops etc. which may hold valuable information are protected with anti-virus and a strong password.
4. Consider the use of anti-climb paint, this is a thick glutinous paint which when applied does not dry and remains slippery indefinitely. Appropriate signage advising the use of anti-climb paint should be placed.
5. Build trust with neighbours or nearby occupants to keep an eye out for suspicious activity.
6. You can also read the Crowded Places Guidance from the National Counter Terrorism Security Office (NaCTSO) for more detailed advice: [www.gov.uk/government/publications/crowded-places-guidance](http://www.gov.uk/government/publications/crowded-places-guidance)
 |  |  |

***Disclaimer***

*The advice on the checklist is intended to assist you in reducing the opportunity for crime to occur - it does not guarantee that crime will not take place.*

**Notes**

**………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………**