

# Guide to starting a Neighbourhood Watch Scheme



Have you seen our other flyer “A Beginners Guide to Neighbourhood Watch”?

Setting up a new Neighbourhood Watch Scheme is really easy, if there is already a scheme in your area you might want to consider joining an existing scheme.

*We understand that not everyone in a neighbourhood will see eye to eye and get along, so there is no issue having multiple overlapping schemes in the same area. If anyone says you cannot set up a scheme for your area, let us know and we will help.*

You do not need to be associated to a scheme to be a member of Neighbourhood Watch.

If you have any problems setting up your scheme, we are here to help. You can email: [enquiries@westmercianw.org.uk](mailto:enquiries@westmercianw.org.uk) or call on 07429 795547 and we will get someone to assist you.

## REGISTRATION

To register your scheme you will first need to register as a member of Neighbourhood Watch at [www.westmercianw.org.uk](http://www.westmercianw.org.uk) or [www.ourwatch.org.uk](http://www.ourwatch.org.uk)

You can then register yourself as the coordinator of your local scheme and using the map on the website, draw around the area you want your scheme to cover.

Register with the West Mercia police CMS (community messaging system) at <https://www.westmercia.police.uk/cms> this will allow you to choose which kind of messages you will receive via email direct from the police.

Email us at [enquiries@westmercianw.org.uk](mailto:enquiries@westmercianw.org.uk) and let us know you are setting up your scheme and we will see if we can help with window stickers for your members or street signs for your scheme. (availability permitting)

We will send you the contact details of your local police safer neighbourhood team, who will be pleased to hear from you. They will then contact you regularly to see how they can help you.



## INVOLVING YOUR NEIGHBOURS

Speak to your neighbours or send a letter saying that you are setting up a scheme in your area and invite them to join, a template letter that is that is GDPR (General Data Protection Regulation 2018) compliant which you can download from the West Mercia Neighbourhood Watch website.

The template letter also has a return slip they can use to let you know they want to join your scheme. *It is best if you can get your neighbours to register as official members.*

Get your neighbours to register as a member of Neighbourhood Watch at [www.westmercianw.org.uk](http://www.westmercianw.org.uk) or [www.ourwatch.org.uk](http://www.ourwatch.org.uk)

Once registered, they can choose to become a member of your scheme, which you will need to *accept*.

Encourage them to also register with the West Mercia Police CMS

If you plan on keeping your own list of contact details for the members of your scheme, remember you need to keep them private.

*There is more information about privacy on [www.westmercianw.org.uk](http://www.westmercianw.org.uk).*

## WE ARE HERE TO HELP

Many areas of West Mercia already have 'Official West Mercia Facebook Pages', which can be recognised by the distinctive logo.



We have a team of volunteers who update the network of local pages to keep you up to date and informed about what is going on in your local area.

*If you want to apply to join the social media team, email: [social.media@westmercianw.org.uk](mailto:social.media@westmercianw.org.uk)*

You and your scheme members can send us information to post on your local page, and users of Facebook can also comment on posts.

*You do not need a Facebook account to see our pages.*

We can arrange for someone to visit or meet with you or call to answer any questions you might have about setting up a scheme.

You are joining a national organisation, you are not on your own, we are here to help, together we can make our neighbourhoods a safer place.

For more information you can

Email: [enquiries@westmercianw.org.uk](mailto:enquiries@westmercianw.org.uk)

Facebook message: [@westmercianw](https://www.facebook.com/@westmercianw)

Web: *search for* west mercia neighbourhood watch