

# THNWA Neighbourhood Watch Reporting Sheet

Put on this sheet any incidences you wish the police to investigate quoting date, time and nature of complaint including description of people, place, name (if known) car number plates etc. When complete you can hand this in to any police station

Date	Time	Incident, please don't forget names of house, street , person description

Your name:.....Address:.....  
Phone.....Email.....

Please call **999** for all urgent help needed or not urgent police **101**

CAD or Crime number if known
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## Why take down notes?

Often we see things that we find a reason for concern but could not quite call 999 to report it or know that by the time police arrives the perpetrators will be gone.

This can include kids swinging on ledges, climbing up on roof tops, congregating and smoking or drinking alcohol, cars driving by and there is a suspicion of drug dealing.

Persons congregate in your staircase or outside of your door, but you are not confident to approach them and ask them to move on. They make a noise or do things that are unsafe or unhealthy. You do not know their relations or tried talking to them before with no success.

As a general rule we would not advise you to approach anyone you are not comfortable with. It may be better not to approach persons you have never seen, or you do not know where they reside. You may want to speak to children whose parents you know or you may wish to contact their parents and/or school instead. We would not advise that you approach large groups of youth, you do not know any of, especially not if you are suspecting substance abuse.

If its a repetitive problem you can help the police by writing down the details of those whose behaviour concerns you.

In any case,  
**never shout, swear or make aggressive gestures**  
towards persons you wish to approach.



You may even find it helpful to make notes on our reporting sheet after you have called the police to write down details that may be helpful for police to investigate the matter you report. Small things, like eye or hair colour, height, style and colour of clothing, type of car. Recording chains of events or times are always important. It can be hard to note this down when you are in an emotional state but remember the more details you provide the faster a matter can be investigated and resolved.

It can be distressing when nothing seems to happen after you reported a problem and you may have to take down details for quite a while but it will help to resolve a concern.

**If in doubt, always consult the Crime Prevention Officer.**

Your name:.....Address:.....

Phone.....Email.....

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Our 3-monthly meetings are very useful to find out what is going on in the area, how others are affected, what could be done and discuss what we think would be the best way forward. Get to know your neighbours and reassure yourself that your concerns are being addressed. Policing priorities are set at the SNT Panel meetings.

All information you provide will be handled with strictest confidence.

If you would like to get more involved with Tower Hamlets Neighbourhood Watch please contact your local SNT or visit our website, <https://towerhamletsneighbourhoodwatch.wordpress.com/> e-mail: [towerhamlets.neighbourhoodwatch@outlook.com](mailto:towerhamlets.neighbourhoodwatch@outlook.com),

Tel 07919 444 661. Follow us on Twitter <https://twitter.com/thnwa>

**DISCLAIMER:** THNW advice is given freely without the intention of creating a contract. The Tower Hamlets Neighbourhood Watch Association does not take responsibility. If you do not wish to give your details you can always ring Crime Stoppers anonymously.



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Phone.....Email.....

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