



Responsibilities of a Neighborhood Watch Program Block Captain

The Neighborhood Watch Block Captain connects the neighbors and the Police Department, and shares information on crime trends and prevention tips with the neighborhood.

Basic responsibilities of the Block Captain:

- Define the boundaries of your Neighborhood Watch Group and register it with the Los Altos Police Department. Hold an organizational meeting with your neighbors to get the group started!
- Align your Neighborhood Watch Group and local Block Action Team (if any)
 - Neighborhood roster
 - Boundaries of the neighborhood
 - Neighborhood activities
- Be your Neighborhood Watch Group's contact with the Los Altos Police Department.
 - Share the monthly Crime Watch Bulletin with your neighbors
 - Share information on crime trends and crime prevention with your group
- Hold at least one Neighborhood Watch meeting per year
 - Crime prevention talk by Los Altos Police Dept
 - National Night Out event
 - Other event to connect your neighbors
- Organize an event for *National Night Out* on the first Tuesday in August
 - Register your event with the Los Altos Police Dept
 - Hold a block party, porch party, or other social event with your neighbors
- Welcome new neighbors and connect them with their new neighborhood!

Additional Activities:

Here's some suggestions for other community-building activities for your Neighborhood Watch Group:

- Register as a Block Action Team, and learn how to *connect, care and prepare* with your neighbors. Learn more at losaltosbat.org
- Develop an email distribution group for your Neighborhood Watch Group

- Hold a monthly movie night or dinner party
- Hold a block garage sale
- Sponsor an Earth Day project in your neighborhood or organize a neighborhood tree planting
- Arrange for a Personal Emergency Preparedness class from Santa Clara County Fire Dept.
- Organize a neighborhood Recycle/Waste Disposal day: gather athletic shoes, paint, medication or other items which need proper disposal or a special recycling drop-off
- Learn how to shut off gas and water valves in case of an emergency
- Start a baby-sitting co-op or pet-sitting exchange
- Sponsor a neighborhood book club or start a Little Free Library

For information about the Los Altos Neighborhood Watch Program, see the website or call Crime Prevention at (650)947-2775.