

Useful Phone Numbers

Household Emergencies

If you have any problems with your Gas, Electricity or Water Supply which might need immediate attention call one of these 24 hour help lines.

Hydro Electric **0800 300 999**

Gas (TRANSCO) – Gas Emergency **0800 111 999**

If you smell gas in the house or street.

Water **0845 600 8855**

or NOSWA (for burst waterpipes) **08457 437 437**

Crime Stoppers **0800 555 111**

If you fear for your safety or have some information about a crime call Crime Stoppers anonymously.

Tayside Police Dial **999** or **112** (mobile)

only in an emergency where there is danger to life or a crime in progress.

All other information **01307 302200**

Tayside Fire and Rescue **01382 322 222**

Call to get advice on Fire Safety.

Victim Support **01241 870 096**

If you are the victim of a crime you may need emotional support or practical help or just someone to talk to.

Angus ACCESS Line **0845 2777 778**

Assistance and general enquiries about housing, refuse collection, council tax queries, services, Social Work, burials.

Age Concern **0800 00 99 66**

Information and advice for Older people, their families or Carers . Open seven days.

Womens Aid **01241 439 457**

Barnardos Domestic Initiative **01307 303 911**



HOME SAFETY AND SECURITY GUIDE BOOK

Angus is a safe and healthy place to live. This booklet is designed to provide some useful information to help you keep it that way.



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What is Safe as Houses?

Tayside Police, Angus Care and Repair, Tayside Fire and Rescue and Angus Council have formed a partnership to provide a safety and security initiative for the older, disabled and vulnerable people of Angus.

How does it work?

You can be referred to the service by the Police, Social Work or your doctor or you can refer your own name if you think you would benefit from the scheme.

A free crime prevention survey will be carried out by a Community Liaison Officer in your own home and recommendations will be made as how to improve your safety or security. Any items that are recommended which are contained in the "Safe as Houses Pack" will be delivered and fitted free of charge by Angus Care and Repair.

Who is it for?

The scheme is available to people who live in Angus who are either:-

- Over 60 years of age
- Disabled
- Victims of Crime
- On a low income

There is no charge for this service however donations can be made to the Safe as Houses fund which is used to buy pack items.

What is in the Safe as Houses Pack?

The items contained in the pack which may be recommended are:-

- 5 lever Mortise lock
- First Aid Kit
- Timer switch
- Crime Prevention Pack
- Message in a Bottle
- Smoke alarm (Battery operated)
- Door Chain
- Low energy light bulb
- Door viewer
- CO Detector
- Door Intercom

How do I access the scheme?

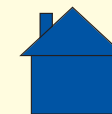
Contact either:-

Angus Care and Repair on

01307 463232 or

Tayside Police Community Safety Unit on

01307 303937



Hand Washing

Hand washing is such a simple process, which if carried out properly would substantially reduce food poisoning and infections spread around the home.

To wash your hands properly follow these simple rules:

- Use hot water.
- Wet your hands before applying soap.
- Rub your hands together for approximately fifteen seconds. Make sure that both sides of your hands are washed fully and pay particular attention to areas around your thumbs and between your fingers, the fingertip and under your nails.
- Rinse with clean hot water.

Remember germs spread more easily from wet hands so please dry your hands thoroughly. Use a clean dry towel, paper towel or hand dryer.

When should you wash your hands?

Before:

- Preparing food.
- Eating.
- Caring for the sick or infirmed.
- Starting work especially if you are a food handler.

Between:

- Handling raw foods and touching any other food or kitchen utensils.

After:

- Preparing food.
- Emptying the pedal bin.
- Using the W.C.
- Caring for the sick or infirmed.
- Coughing, sneezing.
- Touching pets.
- Gardening.

Food Storage

To safeguard your health, store your food correctly. The following rules although very basic will keep you safe:

- Follow any advice given by the food manufacturer for the required storage of the food.
- Keep all food storage shelving clean and dry.
- Remember to rotate the food, which you store in your home. Remember the storage rule, "First In First Out " (FIFO).
- Chilled food should be stored at approximately +5°C in the fridge.
- Frozen food should be kept at -18°C or lower in the freezer.

If in doubt about a food product, throw it out.

Best Before and Use By Dates

Use By:

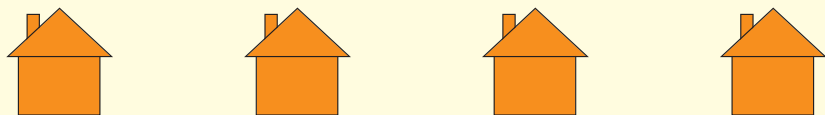
The "Use By" mark followed by a date has been introduced for highly perishable foods such as cooked meat products which could become a food safety risk to the consumer.

The date is a clear instruction to the consumer that you should use the food by the end of the date displayed on the label.

Best Before:

Most packaged foods will carry a Best Before date mark. This is the date up to and including which the manufacturer or retailer expects the food to remain at the quality desired by the consumer providing the food has been stored in accordance with the storage instructions displayed on the label.

If you as the consumer wish to enjoy the food at its very best then consume the food prior to or on the Best Before date indicated on the packaging of the food.



Living Room Fires

Every year 250 people die and 2,000 people are injured in fires that start in the living room. Is your upholstered furniture fire-resistant?

If it was made before 1988 then it's not fire-resistant, it can be set alight easily and it will produce clouds of poisonous smoke. You can check the label to be sure.

It's dangerous to sit nearer than 3 feet from a heater or open fire, also don't dry clothes on heaters or fire guards.

Is your cooker clear of inflammable objects?

Keep wires, cloths and oven gloves away from the cooker top. Don't let fat and other remains build up - they can go up in flames. Never leave chip pans unattended and don't fill more than a third full.

Has your chimney been swept?

If you have an open fire, you should sweep your chimney once a year.

If you have an electric blanket, is it damaged?

Fraying, scorch marks, dampness and loose connections are all dangerous. If your blanket shows any signs of damage, have it tested or replaced.

Don't leave your electric blanket switched on all night unless it has thermostatic controls for safe all-night use. And when you store it, avoid folding it.

Smoking in bed

Every year people fall asleep smoking and start a fire. They're often killed. It's also dangerous to smoke when you're feeling sleepy or if you've been drinking and/or have taken medication.

Underestimating the risk of candles

Candles should be put in a proper holder that won't fall over. They need to be on a heat-resistant surface especially if they're tea lights. It's never a good idea to leave candles burning in a room without anyone there. Extinguish them carefully, and make sure they're completely out.

Make an escape plan

1. Include everyone who lives or stays over night in your home. Everyone, including family and children, should know exactly what to do if there's a fire.
2. Choose an escape route - the easiest way out. Pick a second escape route in case the first is blocked by fire.
3. Always keep the door and window keys in the same place, and tell everyone where that is.
4. Keep the escape route clear of obstacles

Get into a routine before going to bed

Before going to bed, remember:

1. Switch off and unplug electrical appliances
2. Check the oven and cooker are turned off
3. Turn heaters off, and put a guard in front of fires
4. Make sure any candles are fully extinguished and lights are turned off
5. Make sure all cigarette butts are put out, wetting them to be sure, and throw them away into a bin outside the house
6. Close interior doors - they slow down the spread of fire
7. Check the escape route is free of obstacles

Is Your Home Safe?

A few questions to ask yourself.

Have you fitted a smoke alarm?

A smoke alarm is the simplest single step you can take to cut the risk of dying from fire. It doesn't cost much, and you can get it with referral to safe as houses or in the supermarket or high street stores. There are no excuses for not having one.

If your home is on more than one floor, you should fit at least one smoke alarm on each floor.

How good are your electrics?

Fit just one plug per wall socket, unless you're using a bar adapter on a lead. Check that the fuses in the plugs to your TV, video, hi-fi and computer are rated correctly. If in doubt consult a qualified electrician. Are any of your electric cables worn or taped up?

They aren't safe and they should be replaced.

Some simple safety tips to prevent accidents in the home . . .

Safety Tips

Stairs

- Keep clear of clutter
- For older people, one rail either side of the stairs gives extra stability.

- Fit a safety gate at the top and bottom of the stairs when children are around.
- Keep stairs well lit - use plug in night lights in case you have to get up in the night.
- Make sure carpets are secure and in good repair.

General

- Never leave babies on high surfaces, especially in a baby bouncer.
- Use a non-slip mat in the bath.
- Avoid trailing items such as wires or flexes which could cause you to trip.
- Keep items that you use daily in easy-to-reach cupboards or drawers. Don't stand on chairs or other furniture when trying to access items that are out of reach.
- Wear well fitting shoes.
- Fix a fireguard to all fires.
- Never leave clothes to dry on a fireguard or over a cooker.
- Keep pan handles to the side and away from heat.
- Take care when smoking and avoid smoking in bed.
- Keep matches away from small children.
- Run cold water into the bath, then add the hot.
- Small children must always be supervised when bathing.
- Outside, keep garden paths and steps clear of plants, moss and other debris. If the ground is wet or icy use salt or sand to make less slippery.



Avoiding slip, trips and falls

By looking after ourselves a bit better and keeping fit and active, as well as making the home environment safer, many falls can be avoided.

Taking Care of Your General Health

- Feet - Have any problems causing discomfort, attended to promptly. Wear well-fitting, low heeled shoes that offer good support. Wearing loose-fitting slippers or walking in stockings may make you more prone to slipping.
- Eyes - Have your eyes tested regularly. Keep your glasses clean and remember to put them on if you have to get up during the night.
- Bones - Osteoporosis, where the bones become less dense and more fragile, can cause them to break quite easily if you do have a fall. Help prevent this by ensuring your diet is rich in Calcium and Vitamin D and by doing some weight-bearing exercise each day (walking is ideal).
- Diet - Eat regularly throughout the day as skipping a meal can cause you to feel dizzy and lightheaded. It is particularly important to start the day with a proper breakfast.
- Alcohol and Smoking - Both drinking too much alcohol and smoking have a damaging effect on bones and can increase the risk of hip fracture if you fall.

Keeping fit and active

Regular exercise helps to strengthen muscles and improve balance, stamina and suppleness, as well as reduce joint pain. All of this can help to reduce the risk of a fall.

- For the less mobile a few simple arm and leg movements done sitting in a chair can help keep joints supple and muscles toned. Ask your GP or practice nurse for advice on appropriate exercises.
- Exercise should be fun. Attending a supervised keep-fit class or going dancing or swimming with a friend are all great ways to exercise and socialise at the same time.
- Walking (briskly if possible), light gardening and house work on a regular basis can all help to keep you active and healthy.

Managing your Medicines

Having to take a variety of different medicines can be confusing and potentially dangerous.

Following these simple tips will help ensure safe and effective use of any medicines prescribed by your doctor or bought from a pharmacy.

- Follow the instructions on the label or accompanying information leaflet. Never take more than the stated dose.
- Don't share medicines that have been prescribed specifically for you or give them to anyone else - they could be harmful to another person.
- Try to remember to take your medicines as and when directed. You could use a pill counter (a

container with small compartments that indicates when your next dose is due). These can be purchased from your pharmacy.

- Keep your medicines out of reach of children or pets, ideally in a locked cupboard. Containers should be securely closed.
- When you buy medicines over the counter, check that the ingredients are compatible with any medicines you are already taking.
- Visit your doctor regularly for a review of the medicines you are taking. Your needs may change and medicines previously prescribed may no longer be appropriate.
- Like foods, all medicines have a limited shelf-life. Regularly check expiry dates and dispose of those that are past their "use-by" date, preferably returning them to the pharmacy for safe disposal.

Reducing Waste

If you have a repeat prescription...

- Only order the items you need - don't be tempted to order extras as a stand by
- Let your surgery know if you are no longer taking a prescribed medicine so that it can be removed from the list.

Seek advice from your doctor or pharmacist if unsure about anything.

Security

We are fortunate within the Angus area to have a low risk of being a victim of crime however let's not make it EASY FOR THE THIEF.

Most break-ins are carried out by opportunist thieves. 2 out of 10 break-ins within the UK occur by gaining entry through an open door or window. Reduce the risk of your home being broken into by taking these simple precautions.

Fit strong locks to all your external doors, including patio and French doors, and windows and make sure they are locked when leaving the house.

(Home insurance policies may insist on a particular type of external door lock)

Fit a door bar or chain to your front door and if it doesn't have a window or other viewing method also fit a door viewer.

Keep doors locked even if you are at home!

Never leave a spare key under door mats, in a flower pot or behind a loose brick or other convenient hiding place. Thieves know the usual hiding places!

Decide on a safe place within your house for your keys that is out of sight and always use it so you can find them in an emergency.

Outside Lighting

Good lighting can put off or draw attention to a thief. Consider low energy lighting controlled by a dusk to dawn sensor so that it comes on

automatically when it becomes dark. If you do use movement sensor flood lights remember they can be annoying to neighbours and dangerous to passing traffic and can also be set off by cats and other animals. If you must use them make sure they are pointed downward.

Remember if you can reach your security lighting so can a Thief. Protect them by height or other measure.

Make it look like you're at home when you are out.

- Use timer switches to turn on lights and radios.
- Don't leave curtains closed during daytime.
- Deter window shoppers by setting blinds.

BE CAREFUL- Do not do this where it will show that there is nobody at home i.e. If you stay in a ground floor flat some one looking in the window will know you are out if your curtains are open and the lights are on!!!

If You're Going Away

- Cancel any milk or newspaper deliveries.
- Cut the lawn before you go.
- Get a friend, relative or neighbour to look after your home while you are away. You can ask them to collect your post, draw your curtains at night and open them in the mornings, and generally make the place look lived in. Be prepared to do the same for them!

Garages and Sheds

- Never leave a garage or garden shed unlocked.
- Fit strong padlocks to sheds.
- Ensure all hinges, staples and hasps are substantial and fastened to the fabric of the shed or garage with bolts or non returnable screws.
- You can obtain additional locks for up and over garage doors
- Make sure ladders and tools are stored away or secured so they cannot be used by a thief to break into your house.
- Think about chaining large items together within your shed, bicycles, lawnmowers etc, so they cannot be removed easily.

Mark your Belongings.

Property marking your belongings can put thieves off as it will make them harder to sell, and can help the Police investigate crimes and prosecute criminals. It can also assist in returning irreplaceable items if they are found.

You should visibly and permanently mark your postcode and number of your house or flat or the first 2 letters of its name if you do not have a house number.

Use a UV marker pen when other methods would reduce the value of the object.

Make a list of your property and photograph valuable items along with a scale such as a ruler or even a coin to identify size.

Doorstep Callers

Some thieves and salesmen try to trick their way into your home.

They may say they are from a water, gas, electricity company or the council. In fact, they will use any story so they can get in. They may ask for a drink of water or to wash their hands or say they have lost a bat or a ball. They can be children or old, male or female. They could be alone or be working as part of a team. They may even offer to do work for you, on the roof, the drive or in the garden and then charge you inflated prices. They may try and sell you something, you don't really want and for a very high price.

They often target the elderly and those alone.

REMEMBER

- **LOCK**-keep doors and windows locked , even when you are at home.
- **STOP**-are you expecting anyone, do they have an appointment? Make sure the back door is locked –some thieves work in pairs with one sneaking round the back while you are chatting at the front door.

- **CHAIN**-put the door bar or chain on before you open the door.
- **CHECK**- Check identities carefully. Ask for an ID card. Close the door and check using a phone number from the phone book or a relevant bill , not the one on the card.

IF IN DOUBT, KEEP THEM OUT.

Ask them to make an appointment or come back later when someone else is around. Genuine callers will not mind.

Don't be embarrassed about refusing to let someone in.

If you are suspicious, report the incident to the police. You could help save someone else from becoming a victim of crime.

DOORSTOPPERS
SAY NO TO DOORSTEP CALLERS

Older Road Users

The road environment has changed dramatically over the last ten years with changes in road design and layouts, vehicle designs and new standards in the driving test.

These changes can affect the mobility of everyone.

The older road user has a wealth of experience.

They are more likely to be more tolerant and confident, which means they can be safer than other age groups.

Using our roads today, however, has become more complex for both pedestrians and drivers.

For all road users it is important that learnt skills are practised regularly and the ability to keep safe is maintained.

Whether as a **PEDESTRIAN** or driver the ageing process can cause problems.

As a PEDESTRIAN it is important to ensure you are doing as much as possible to keep safe when using the roads.

- Can you be seen by other road users? Wear something bright or light coloured.
- Try to always use a designated crossing place e.g. a traffic light controlled crossing. If there is no safe crossing place remember to always check for traffic from both directions and make sure you have enough time to cross without rushing.
- Ensure you are wearing the correct footwear for the weather conditions and will be warm and dry.
- When out walking always be AWARE of traffic.

If you are a PASSENGER in a vehicle you are required by law to wear your seat belt whether you are travelling in the front or in the rear.

The DRIVER also has an obligation to be as safe as possible.

- Plan your journey.
- If you are taking medication check with your doctor or pharmacist that it will not affect your driving ability e.g. by making you sleepy. Don't drive if you are feeling tired or unwell.
- Ensure your eyesight is up to standard. You must be able to read a number plate from 20.5m that's 67 feet. If you need to wear glasses please do so. Have your eyesight checked every two years or sooner if you notice any changes.
- You are required by law to wear your seat belt.
- When driving always be alert. Never drive your car where your eyes and brain have not been first. Give yourself plenty of time to react
- Never drink and drive or use your mobile phone whilst driving.
- Remember the "two second rule" to keep a safe gap from the vehicle in front.
- Have your driving assessed. Even experienced drivers can slip in to bad habits, so it's a good idea to refresh your knowledge from time to time and keep up to date with changes in the law.

Every road user should read the latest edition of the Highway Code

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