



POLICE SCOTLAND

Keeping people safe

To the proprietor,

BUSINESS SECURITY ADVICE

From time to time we see a rise in business housebreaking. Analysis has shown us that some opportunist thieves target small shop premises that are not traditionally housebreaking targets. Small Independent Retail premises such as Hairdressers, Cafés, Charity Shops, Delis, Florists, etc can be easy targets for these criminals. There may be no alarm system or security shutters. Many of these premises have recessed glass entrance doors and large display windows, through which you can see the whole shop. There is often a cash float held within and there may be items of property that the thief finds attractive, e.g. newsagents with large cigarette displays and many hairdresser shops sell hair straighteners, which could easily be sold on.

We suggest that you give your business a security health check. Take a good look at your premises and try to work out how you would get in when the place is locked up? Do you lock your office? Where is your float kept? Is money left in the till? Do you have a large quantity of valuable stock on display? Is your storage area loaded with goodies? Is your business a security risk?

The following tips could help prevent your business from becoming a statistic:

- Ensure your locks are tested to British Standard.
- Window locks should be fitted where appropriate.
- Always remove cash from premises at close of business.
- Display a sign prominently on the door of the premises outwith business hours advising potential thieves that no cash is held on the premises.
- Do not leave cash in the till on the shop floor outwith business hours.
- If your till point is visible from outside the shop, leave it lying open with the empty till tray on view.
- Remove valuable items from window displays at close of business to discourage 'Smash and Grab' thefts.
- Laptop computers and mobile phones are favourite housebreaking targets. These should be locked away or removed from the premises at close of business.
- Consider investing in a safe for storage of cash and valuables. A safe should be securely fixed to the fabric of the building and should only be used for short-term storage of cash.
- Consider installing an intruder alarm system. More information can be found on alarm systems and monitoring at www.nsi.org.uk
- Consider the installation of internal/external security shutters.

For further business security advice visit www.crimereduction.gov.uk/yourbusiness