

# EXTENDING AND REFURBISHING YOUR HOME



FIRST PRINCIPLE

[norfolk.police.uk/firstprinciple](http://norfolk.police.uk/firstprinciple)  
[suffolk.police.uk/firstprinciple](http://suffolk.police.uk/firstprinciple)

## Top Tips

- Your design can improve your safety and security
- Consider security during the building process
- Secure your site
- Secure all your tools and equipment

PREVENT CRIME

PROTECT COMMUNITIES



**NORFOLK**  
CONSTABULARY  
*Our Priority is You*



**SUFFOLK**  
CONSTABULARY



**No matter what size extension you're planning and whether you're going out, up, over or down there are aspects of the design that you need to consider if you want to remain safe.**

**Here are a few things to consider.**

## Roof

Flat roofs and roofs with shallow pitches can provide access to windows above. If you're planning a flat roof under a first-floor window, ensure that all opening casements can be secured.

We would also recommend that you replace the glazing with new glass to incorporate one pane of laminated glass meeting, or exceeding, the requirements of BS EN 356:2000.

Also consider ways to prevent anyone climbing onto the flat roof.

## Doors and Windows

Doors and windows are the most vulnerable part of a house and most break-ins occur here. When buying your windows and doors it's important to do your research.



Here are a few tips:

There are many installers who will sell you beautiful new windows but unless you know what to look for you could be seriously compromising the security of your home.

There are new standards in the Building Regulations that apply to the windows and doors of all new homes.

These standards don't apply to home improvements so in effect, it's unregulated.

You may be told that your new windows are approved by FENSA (Fenestration Self-Assessment Scheme) but this really only looks at glazing and thermal performance.

Unless you have to comply with part Q of the building regulations you will need to be sure that your new windows are secure by doing the following:

- Ask the installer/supplier for confirmation that the windows they are fitting comply to PAS24:2016. The following standards are also acceptable.
  - STS 204 Issue 3:2012
  - LPS 1175 Issue 7:2010 security rating 1
  - LPS 2081 Issue 1:2015 security rating A
- The way to check this is to ask to see their test certificates and it's also good practice to ask to see the relevant kitemark on the window frame. (See SBD website)
- Make sure new windows are securely fixed to the structure. This should be with secure mechanical fixings.
- We would recommend that all opening casements can be locked with a key.
- Ensure that the glazing used in ground floor and otherwise accessible windows has at least one sheet of 6.4mm laminated glass.
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## Replacement Doorsets

If you're installing or replacing an external door and frame, it's likely that you will choose a bespoke "doorset" i.e. a door and frame.

Whichever door you're replacing i.e. front and rear doors, interconnecting garage doorsets, French doors, bi-fold or sliding patio doorsets, they should all be certificated to one of the following standards:

- PAS 24:2012 (Note 21.1b);
- PAS 24:2016 (Note 21.1b also applies); or
- STS 201 Issue 4:2012 (Note 21.1c); or
- LPS 1175 Issue 7.2 (2014) Security Rating 2+ (Note 21.1d); or
- STS 202 Issue 3 (2011) Burglary Rating 2 (Note 21.1d); or
- LPS 2081 Issue 1 (2015) Security Rating B+ (Note 21.1e)

As with windows ask for confirmation and ask to see the kite mark on the frame.

Also

Letter plates should have a maximum aperture of 260mm x 40mm and be designed to hinder anyone from removing keys with a stick or by inserting their hand, by incorporating a flap or other feature to restrict access.

The main door into a dwelling should have a viewer, or other means, to see callers, such as clear glass, either in the door or adjacent window, and be fitted with a door chain or door limiter.

Any glazing within new doors including glazed panels/side lights adjacent to doors installed within an integral door frame and windows adjacent to doorsets (within 400mm), must incorporate one pane of laminated glass meeting, or exceeding, the requirements of BS EN 356:2000.

(All PAS 24 doors are fitted with laminated glass.)

## Fences and Gates

If your new design means that you will be replacing or building new fences, stick to basic security advice.

Front fences should be low and should not obscure the view from the road. Thieves like places to hide and high fences or hedges to the front of a property can provide that.



At the side and back we recommend 1.8 m high fences. A good design is a 1500mm fence with 300 mm trellis above which provides a good level of security and makes it difficult to climb.

Side and rear gates should be able to be locked at the top, middle and bottom and should be the same height as the fence.

## Natural Surveillance

Whatever shape of style of building you're planning, look at what natural surveillance it will provide.

Will you block views or create hiding places? Think of ways you can avoid this. Thieves don't like open spaces, they like to be able to hide.

## Lighting

Building your extension may give you the opportunity to consider external lighting around your property.

We recommend that, wherever you have an elevation with an external door, you should consider installing dusk to dawn lighting rather than PIR lights.

These use low energy bulbs and provide a constant level of ambient light.

## Garage Security

If you're building a new garage or including this as part of your alterations then make sure it's secure. We all keep valuable items in the garage and these are often the first choice for thieves.

So here are some things to consider.

### Garage Doors and Locks

If you planning a new garage door then we would recommend that you choose a Secured by Design garage door. You can be

sure that these will be tested to the highest standard.

If you're retaining your old door, then consider enhancing the security with a supplementary door lock – again you should choose one which has been approved by the police.

### Garage Windows

Windows should be as secure as you house windows, again PAS 24 windows are recommended.

We would also recommend obscure glass or some kind of shutter to prevent thieves seeing what you keep in your garage.

### Interconnecting Garage Doors

If you have or are going to have an interconnecting door from the garage to the house, you should ensure that the door is as secure as your main door. Ideally it should be a door built and installed to PAS 24 standards.

### Garage Alarms

There are many different types of garage alarms which you can consider or you could link to your main alarm if you have one.

## Driveways

If you are planning a new driveway you could consider using gravel. This is unpopular with thieves as it's noisy and lets you know they are approaching.

An alternative is to install a boundary or driveway alarm which will notify you when someone is coming.

This may also be a good opportunity to consider the rest of your security. We have produced a separate self-assessment which you can use to identify other areas you may need to consider. You can find this at the following link.

## Alarms

This is an excellent time to consider the installation of an alarm system.

To obtain information on companies who supply and install security systems such as intruder alarms, personal attack alarms, CCTV systems etc., within your area, we advise you contact the following independent inspectorate bodies who will provide you with the relevant details. The police are not able to provide this information.

National Security Inspectorate on [www.nsi.org.uk](http://www.nsi.org.uk) 01628 637512 or

Security Systems & Alarms Inspection Board (SSAIB) on [www.ssaib.org](http://www.ssaib.org) 0191 296 3242.

We have also produced a separate 1<sup>st</sup> Principle information bulletin on alarm systems which can be found on our website or via the link at the end of this document.

## CCTV

Closed circuit television is used to provide additional security to a particular venue. It is often praised as being a 'solve all' tool, which

is not always the case. It is most effective when it is able to be monitored and has good lighting and landscaping. It's certainly worth considering when planning your alterations.



More information and guidance about CCTV can be found on our website under the 1<sup>st</sup> Principle advice section.

## While you're building

Don't forget that when you're building you may be vulnerable to theft.

Make sure you store all tools and equipment safely. Tools can be security marked and valuable equipment can be registered with Immobilise. [www.immobilise.com](http://www.immobilise.com)

Make sure that any temporary openings are secured and ask neighbours and friends to keep an eye out for you.

See our separate leaflet on power tool security

## What is Secured by Design?

Established in 1989, Secured by Design (SBD), is the title for a group of national police projects focusing on the design and security of new and refurbished homes, commercial premises and car parks as well as the acknowledgement of quality security products and crime prevention projects. It supports the principles of 'designing out crime' through physical security and processes.

[securedbydesign.com](http://securedbydesign.com)



Secured by Design works with the industry and test houses to create high level security standards, responding to trends in crime, and has given input on a number of key standards. The principles of the scheme have been proven to reduce the risk of crime and the fear of crime.

## What is PAS 24?

PAS (Publicly Available Specification) is a document written by stakeholders from the industry and published by BSI.

PAS 24 covers windows and doors including front and rear doors, interconnecting garage doorsets, French doors, bi-fold or sliding patio doorsets.

It provides a method for testing and assessing the enhanced security performance requirements of external doorsets and windows. It covers doorsets and windows of all material types. Products are still required to meet the material specific requirements as detailed by the product standards for doorsets and windows.

Choosing a PAS 24 doorset or window is a guarantee that the product conforms to the enhanced security requirements.

BSI carry out regular inspections of companies they Kitemark to PAS 24 to ensure they continue to manufacture to a consistently high standard as the original doors and windows that they submitted for testing.

## First Principle: Related links

Check out all of our Crime Prevention information using the following links or by using the QR code to take you to the First Principle Pages Alternatively go to our website at <https://www.suffolk.police.uk/> and look in the 1<sup>st</sup> Principle A-Z of Crime Prevention.

Allotment Security  
Anti-Social Behaviour  
ATM Security  
Beach Hut Security  
Boat Security  
Building Site Security  
Business Security  
Caravan Security  
Caravan Storage  
Card Security  
Catalytic Converters  
Church Security  
Cold Callers  
Commercial CCTV  
Counterfeit Banknotes  
County Lines Advice  
for Landlords  
Cyber Crime  
Cycle Security  
Dangerous Dogs  
Dog Fouling  
Dog Theft  
Domestic CCTV  
Domestic Violence  
Farm Security  
Fraud Prevention  
Grooming  
Hate Crime

Heating Oil  
Home Improvements  
Home Security  
Home Security for  
Tenants  
Horses and Stables  
Keyless Vehicles  
Key Safe Security  
Lock Snapping  
Mopeds and Scooters  
Motorcycle Security  
Neighbour Disputes  
Occupiers Liability  
Personal Security  
Power Tool Security  
Products Brochure  
Rural Crime  
Security Alarms  
Sheds and Garages  
Social Media  
Social Media for  
Parents  
Suspicious Behaviour  
Shoplifting  
Taxi Driver Safety  
Vehicle Security  
Windows and Doors



### Other Links you might find helpful

Ask the Police  
Secured by Design  
Sold Secure

Crimestoppers  
0800 555 111

Victim Care  
0300 303 3705