**RECORDING YOUR EXPERIENCE**

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| **ReACT case number** | |
| **Name** |  |
| **Address** |  |
| **Home Phone** |  |
| **Mobile Phone** |  |
| **Work Phone** |  |
| **Email Address** |  |

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| **Issue Date** |  |
| Agreed collection date:-  This form can be returned via e-mail | |

**Getting help and tackling anti social behaviour.**

Anti-social behaviour can be different we need to respond to each situation individually. Recording incidents you witness will help us to respond to the situation and can decrease future anti-social behaviour and deal with the situation swiftly.

Criminal and dangerous incidents

In an emergency, or if you are facing immediate threat, dial 999 or 112 and ask for the police. Your call will be redirected to your local force. In a non-emergency situation, call 101. The Police will advise you how to proceed and give you a crime log number. They may inform Plymouth Community Homes if there are actions we need to take and the situation may be tackled jointly.

After speaking with the Police, you may inform us if you feel we may support you as well. We will need your crime log number for advice from the Police and to make sure we provide you the correct support.

Nuisance behaviour incidents

**Nuisance behaviour can be caused by a lack of understanding. In flats noise can travel further than people realise and certain people are less alert to sounds and smells than others. If you feel safe doing so, explaining the situation to your neighbour can resolve matters. Make sure you are feeling calm when you contact them and explain your situation without blame. For example say, “Last night I could hear music until 1am and I wasn’t able to get to sleep.” If they are annoyed or deny what you are saying, give a reason and leave**.

Unfortunately there are people who choose to cause nuisance. Plymouth Community Homes will carry out investigations into complaints. Sometimes we will involve other agencies, including the Police. Most disputes can be solved without taking legal action but we will use the law if the situation demands it. To do this we will need incidents to be witnessed and logged. An anti-social behaviour diary is an effective way to keep this information.

If you are unsure how best to deal with the situation, please contact your Housing Officer for advice. Some useful telephone numbers are printed at the end of this form.

Notes on keeping a diary

Providing a word for word account in a diary is generally taken seriously in court. If you are able to, it is important to include swear words as they are said. Details should be recorded as soon after the incident as possible, inaccurate details may cause the diary to be unusable.

The diary should be your account and only include what you witness personally. Other witnesses should keep their own diaries. If you want to report this incident immediately to our out of hours **ASB Hotline the number is 0800 028 7377.**

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Telephone numbers

Devonport Housing Team 0800 9179497

Estover Housing Team 0800 9179496

North Prospect Housing Team 0800 9179499

Whitleigh Housing Team 0800 9179498

Service Information Centre Frankfort Gate 01752 389778

ASB Respect out of hours line 0800 0287377

Childline 0800 1111

Citizens Advice Bureau 0844 8269717

Plymouth Domestic Abuse Service 01752 252033

Male (Domestic violence support for men) 0808 8010327

PCC Dog wardens 01752 304147

PCC Environmental Services 01752 304846

NSPCC 0808 8005000

Plymouth City Council Social Services 01752 668000

Police: Anti – terrorist 0800 789321

Crimestoppers 0800 555111

Domestic Violence Unit 01752 720501

Emergency 999 / 112

Non emergency 0845 2777444

Minicom users 01392 452935

Rape Crisis Line 01752 263600

RSPCA - emergency cruelty line 0300 1234999

Samaritans 0845 7909090

Victim Support 0845 6761020