



A number of agencies work together in Rushmoor to tackle the problems caused by antisocial behaviour. There is legislation available to tackle a wide variety of problems, but all action taken must be based on evidence. Much of the evidence required to address antisocial behaviour can only be provided by the members of the community who are experiencing the problems.

By completing this form you are beginning a process which will allow an informed assessment of the problem and the best future courses of action.

Specific information is required about the following:

- The date, time when the problem happened and
- The nature of the problem
- The identity of the perpetrator
- The impact this activity has had on you personally

Please complete the following pages with the information requested, providing as much detail as possible, and return them to the email address detailed at the end of the form.

It is very important that you make a separate entry for each episode i.e., if there is someone out side your house whose behaviour is causing you to feel distressed, they leave and return several times in one evening, you need to detail each separate incident.

Please complete these diary sheets over the next month and return them to:

Rushmoor Borough Council Community Safety Team
Council Offices, Farnborough Road, Farnborough, Hants, GU14 7JU

communitysafety@rushmoor.gov.uk

How to complete your Diary Sheet

1. Please write as clearly as possible.
 2. Make a diary entry every day, including those days where there were no problems i.e., quiet today.
 3. Make accurate notes of the start and finish times of the problem.
 4. Give a good description of what the problem is and comment on how bad it was at the time.
 5. Give a good description of those causing the problems. Even if you don't know who they are a description of anything distinctive can help with identification.
 6. Note the name and addresses of other witnesses to the problem, if any.
 7. Record any special events or incidents, including any contact with the Police about the problem, and what happened.
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Your Details

Name	
Address	
Postcode	
Contact telephone number	

Description of the Problem

Please provide as much information as possible

How long have you been experiencing the problem?

Please describe how these problems have affected you

Date (including day of the week)	Time started	Time finished	Describe the nature of the disorder	Description of the perpetrators (please provide as much information as possible)	Police notified (Y or N)

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