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**RACIAL EQUALITIES AND REPORTING OF RACIST INCIDENTS POLICY**

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The Public Sector Equality Duty (PSED) places a duty on all schools to eliminate unlawful discrimination, harassment, victimisation and any other conduct that is prohibited under the Equality Act 2010.

At Linden Road we recognise that reporting these incidents will be seen as evidence of our capacity to confront this problem and not as a reflection of our effectiveness.

**The school’s commitment to race equality**

Linden Road is fully committed to meeting its obligations under the Race Relations Amendment Act

2000. To meet the specific duties of the RRAA 2000 we:

* Ensure that all students and staff are encouraged and able to achieve the best of which they

are capable

* Respect and value differences between people
* Prepare students for life in a diverse society
* Make the school a place where everyone, taking account of race,, colour, ethnic or national
* origin, feels welcomed and valued
* Promote good relations between different racial and cultural groups within the school and
* within the wider community
* Ensure that an inclusive ethos is established and maintained
* Acknowledge the existence of racism and take steps to prevent it
* Oppose all forms of racism, racial prejudice and racial harassment
* Are proactive in tackling and eliminating unlawful discrimination.

There have been no racist incidents reported within the Academy since July 2014.

**Identifying Racist Behaviour**

The Stephen Lawrence Inquiry report states that "a racist incident is any incident which is perceived to be racist by the victim or any other person."

This means that if anyone - the victim, a witness, parent or staff member - perceives an incident as racist, it should be investigated and recorded as such, though the investigation may determine that the incident was not racially motivated.

Racist incidents can involve any member of the school community and may be:

* student to student
* student to adult
* adult (teacher, parent, support staff, visitor to school) to student
* adult to adult

Some incidents may not involve a direct victim and these are described as 'victimless'. This is where, for example, a student makes derogatory comments about a particular racial group but there are no members of that group in the classroom.

Some other typical examples of racist incidents include:

* incitement of others to behave in a racist way such as bringing racist leaflets, magazines or computer software into school
* physical assault against a person or group because of colour, race and/or ethnicity
* verbal abuse and threats
* derogatory name-calling, insults, racist jokes and language
* racist graffiti - wearing racist badges or insignia and other provocative behaviour
* racist comments during lessons
* attempts to recruit other students to racist organisations and groups
* refusal to co-operate with other people because of their colour, ethnicity, language, accent or dialect
* ridiculing someone because of their cultural differences

**Investigating Racist Incidents**

All racist incidents, no matter how trivial they seem, will be investigated as quickly as possible. In order to optimise witness recall this should preferably be within one hour (or as soon as possible thereafter) of the incident taking place. The lead person responsible for investigating racist incidents is the Principal.

When investigating the incident, we will respond appropriately to both the nature of the racist incident and to its level of seriousness. We will be mindful of factors such as:

* the age and level of understanding of the perpetrator
* whether the perpetrator intended to inflict physical or emotional harm on the victim/s and whether they were aware of the effects of their action
* whether actual and/or serious physical or emotional harm was inflicted on the victim/s
* whether the incident was a one-off or part of a pattern

**Recording and Reporting Racist Incidents**

The form in Appendix 1 should be used for recording all reported incidents and complaints. This will then be held in our central records. As an academy we are not bound to report racist incidents to the Local Authority. However, the Principal will adopt a common-sense approach, taking into account the seriousness of each individual case before deciding to report to the LA. In some cases, it may be necessary to work with the LA Designated Officer for Safeguarding (LADO) to address the issue. The police will only be informed if school believes a crime has been committed e.g. if an assault takes place.

In addition, all incidents and the action taken will be reported to the Governing Body on a termly basis if any incidents occur. This will allow the governing body to monitor the number and type of incidents and to assess the effectiveness of the action taken.

We will regularly analyse our recorded information to identify trends or patterns regarding the nature of incidents, who is involved and where incidents are happening. This will enable us take a proactive approach in preventing racist incidents.

In the case of serious incidents, an assessment will be needed to find out:

* whether the incident was so serious that the whole school community needs to be informed
* whether teachers should explain the circumstances to all students
* whether all parents/carers need to be informed

**Dealing with Racist Incidents**

When investigating a racist incident the school will:

* Investigating the incident to establish the facts and making a written record of this.
* Providing support and assistance to the victim
* Identifying the action to be taken with regard to the perpetrator(s)
* Informing the parents of the victim(s) and perpetrator(s) of the incident and the action taken
* Where a staff member is the victim or perpetrator, ensuring other procedures are followed (e.g. disciplinary or accident reporting)
* Keeping a formal record of the incident, including the action taken where the incident is a serious one, notifying other agencies such as the LA and/or the Police
* Carrying out regular analysis of the number and nature of racist incidents to inform future policy development

Teachers will use their professional judgment in dealing with specific incidents, but should refer to the ‘Guidance on Supporting Victims and Perpetrators’ on pages 6-7 of this policy. In all cases, we will consider seeking the advice of the Greater Manchester Police Community and Race Relations Officer regarding possible police involvement (Hyde Police Station **0161 856 9353**).

**Incidents Involving Students**

Victims will be offered immediate support appropriate to the nature of the incident in order to avoid longer-term distress. They will be given the opportunity to express their own feelings and concerns and may wish to have an input into how the incident is dealt with. Victims can also be referred to or advised of external organisations for further support and advice if appropriate.

In all cases, the Principal will contact the parents/carers of the victim to explain the action taken by the school and how the situation will be regularly reviewed and monitored.

It is important that perpetrators are given an explanation of why their action is unacceptable. Appropriate sanctions should be identified, explained to the perpetrator
and then applied. In dealing with perpetrators, schools should be mindful that racist behaviour is often a reflection of feelings of inferiority and worthlessness. The school might wish to consider whether guidance or counselling is needed in order to prevent recurrence.

The parents of the perpetrator should be informed of the incident and the action that is being taken. Schools should have systems in place to monitor perpetrators, so they can respond swiftly to any recurrences.

**Incidents Involving Staff**

Where a staff member is a victim of a racist incident, it is good practice for the incident to be reported to, investigated and dealt with by the Principal or a senior member of the school. The victim may prefer to have a union representative present during this process.

Any racist incident in which a member of staff is the alleged perpetrator should also be dealt with by the Principal. Again, it will be appropriate to have a union representative present. Schools should ensure that the perpetrator is dealt with in line with their Staff Disciplinary Procedures.

Where a complaint is against a Principal, this should be referred to the Local Governing Body and the Enquire Learning Trust.

**Incidents that Occur Outside the School and/or Out of School Hours**

Occasionally, students or staff will report incidents that have occurred outside the school. This may be on journeys to and from school, during school organised off-site activities or within the immediate vicinity of the school. Such incidents will be afforded the same level of response as those which occur inside the school grounds.

Depending on the nature and place of the incident, we may refer to external agencies for support or advice. If necessary, we will report such incidents to the police for through the Community Safety Officer.

**Guidance on** **Supporting Victims and Perpetrators**

Incidents will be reported to the class teacher, as well as a senior member of staff and/or the named person responsible for racist incidents. It is the duty of all school staff to challenge these types of behaviour in and around the school and deal with them in line with the school's behaviour policy.

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| **Categories** | **Actions** |
| **(a)** Incitement of others to behave in a racist way eg. Bringing racist materials, leaflets, magazines into school | 1. Confiscate racist literature
2. Report to class teacher and senior staff/Principal
3. Inform parents/carers
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| **(b)** Physical Assault against a person or group because of their colour, race and/or ethnicity | 1. Report to class teacher and Principal
2. Inform LA and consider exclusion and police involvement
3. Inform parents/carers
4. Take necessary action to prevent recurrence - stress gravity of the offence in accordance with school behaviour policy
5. Offer support to the victim and counselling to the perpetrator
6. Monitor behaviour over a period of time
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| **(c)** Verbal abuse and threats | 1. Staff must not ignore any form of verbal racist abuse in school
2. Explain fully to the perpetrator/s why such behaviour is wrong and the consequences including serious disciplinary measures
3. Persistent offenders must be referred to the Principal and regularly monitored
4. Inform parents/carers
5. Offer support to the victim and counselling to the perpetrator
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| **(d)** Derogatory name calling, insults, racist jokes and language | 1. Explain fully to the perpetrator that verbal racist abuse will not be tolerated
2. Report to class teacher and senior staff/Principal
3. Inform parents/carers
4. Offer support to the victim and counselling to the perpetrator
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| **(e)** Racist graffiti | 1. Racist graffiti should be removed immediately
2. Inform Principal
3. Steps should be taken to discourage reappearance of graffiti including a whole school approach to reaffirming anti-racist ethos
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| **(f)** Wearing racist badges or insignia (or similar provocative behaviour) | 1. None will be permitted and where found will be immediately confiscated
2. Report to class teacher and senior staff/Principal
3. Inform Parents/carers and include a reminder of dress code and the Code of Behaviour
4. Offer counselling to the perpetrator
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| **(g)** Racist comments during lessons | 1. Racist statements must not be allowed to go unchallenged
2. Students who persist in making inappropriate comments must be referred to a senior member of staff/Principal
3. Inform parents/carers
4. Offer counselling to the perpetrator
5. Offer support to other student witnesses
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| **(h)** Attempts to recruit students to racist organisations and groups | 1. Report immediately to the Principal
2. Confiscate offensive material immediately
3. Recruiter should be interviewed, and if a student, offered counselling
4. Inform parents/carers
5. Consider police involvement
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| **(i)** Refusal to co-operate with other people because of their colour, ethnicity, language, accent or dialect | 1. Every student has the right to be included in all school activities and should not be excluded on racial, ethnic or cultural grounds
2. Explain that students should work collaboratively
3. Review and monitor the situation - persistent offenders must be referred to senior staff/Principal
4. Inform parents/carers
5. Offer support to the victim and counselling to the perpetrator
6. Develop buddy systems
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| **(j)** Ridiculing someone because of their cultural differences | 1. Staff must not ignore any form of ridicule
2. Explain that racist behaviour will not be tolerated
3. Persistent offenders must be referred to senior staff/Principal
4. Inform parents/carers
5. Offer support to the victim and counselling to the perpetrator
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**Related Policies and Guidance**

Anti-bullying Policy

Behaviour Policy

Equalities Scheme

3 Year Equality Plan

Preventing Radicalisation and Extremism Policy Appendix I **Linden Road Academy Racist Incident Recording Form**

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| --- | --- |
| **Date of incident** | **Time of incident** |
| **Victim(s)** | **Perpetrator(s)** |
| Number of males |  | Number of males |  |
| Number of females |  | Number of females |  |
| Year group(s)/staff/other |  | Year group(s)/staff/other |  |
| **Ethnic group(s) of victim(s) –** please tick, or if more than one put the number | **Ethnic group(s) of perpetrator(s)–** please tick, or if more than one put the number |
| White British |  | White British |  |
| White Irish |  | White Irish |  |
| Any other White |  | Any other White |  |
| Indian |  | Indian |  |
| Pakistani |  | Pakistani |  |
| Bangladeshi |  | Bangladeshi |  |
| Any other Asian |  | Any other Asian |  |
| Black Caribbean |  | Black Caribbean |  |
| Black African |  | Black African |  |
| Any other Black |  | Any other Black |  |
| White and Asian |  | White and Asian |  |
| White and Black Caribbean |  | White and Black Caribbean |  |
| White and Black African |  | White and Black African |  |
| Any other mixed |  | Any other mixed |  |
| Chinese |  | Chinese |  |
| Traveller |  | Traveller |  |
| Any other ethnic group |  | Any other ethnic group |  |
| Please indicate if the victim(s) are declared as refugee/asylum seeker(s) |  | Please indicate if the perpetrator(s) are declared as refugee/asylum seeker(s) |  |
| **Place incident occurred** |
| Classroom |  | Corridor |  |
| Playground |  | Outside school |  |
| Dining Room |  | Cyber incident |  |
| **Category of racist incident** |
| Name calling |  | Physical abuse |  |
| Inciting others |  | Abuse of personal property |  |
| Jokes |  | Graffiti |  |
| Use of racist language |  | Distribution of offensive material |  |
| Refuse to co-operate, sit next to |  | Abusive letter(s) |  |
| Cyber incident |  |  |
| **Brief description of incident** |
|  |
| **Action(s) taken** – tick more than one box if appropriate |
| Oral reprimand |  | Internal report |  |
| Formal apology |  | Police involvement |  |
| Removal of graffiti |  | Exclusion from activities |  |
| Detention |  | Fixed term exclusion |  |
| Involvement of parents/carers |  | Permanent exclusion |  |
| Other – please specify |  |  |  |
| **Racist incident reported by** – please tick |
| Staff |  | Please e-mail this form to: |
| Student |  |
| Other – please specify |  |

Recorded by: Position: