



SHEFFORD LOWER SCHOOL

Dealing with Racist Incidents Policy

Written by	Reviewed and Ratified by Governors	Shared with Staff	Last Updated	Review Cycle	Next Review due
Duncan Wakefield	November 2024	November 2024	November 2023	Annually	November 2025

1.0 Statement of Intent

1.1 All members of the school community (staff, pupils, parents and visitors) have a right not to experience racism at school, whether or not this is directed at them. At Shefford Lower School we value all children and seek to ensure that they learn that challenging hurtful behaviour and discrimination is an important part of being a member of a community. Racism is evident in wider society and therefore inevitably will occasionally occur within schools.

1.2 At Shefford Lower School we are proactive in creating a learning community characterised by empathy, understanding and harmony across ethnic, national and religious heritages, where diversity is nurtured, valued and celebrated. We achieve this through the curriculum, Values Education (including the promotion of British Values) and our own example to children. Leaders promote the values of integrity, respect, trust, fairness, transparency, and honesty.

We recognise that:

- We are committed to equality of opportunity for all;
- Racist incidents have far reaching consequences for any victim of a racist incident and for young children;
- The person who the abuse was aimed at might not be aware of the incident. Therefore, the subject of the racist incident may be the person who has witnessed it and they will be counselled and supported accordingly;
- All learners are entitled to a multicultural and anti-racist education, irrespective of the presence or absence of learners who are from ethnic minorities;
- There must be active monitoring and evaluation of policies and practice;
- There is a need for public accountability in reporting on racist incidents, follow up action and outcomes.

2.0 Context

- 2.1 It is unlawful to discriminate directly or indirectly on grounds of colour, race, nationality and ethnic or national origin.
- 2.2 Every School has a statutory duty to promote race equality. This arises from the Race Relations Act 1976, Race Relations (Amendment) Act 2000, Education and Inspections Act 2006 and the Equality Act 2006.
- 2.3 A key legal duty is to record and monitor all racist incidents and ensure appropriate action is taken following each recorded incident. This means that policies and practices which are not in themselves racist, but which have a discriminatory effect on particular ethnic groups, are open to challenge in the courts.

3.0 Aims

- 3.1 Pupils, staff, parents/carers and visitors are aware that racial harassment, bullying, abuse, graffiti and other racist behaviour, in any part of the school, and by pupils outside of school hours or off site, will be not be tolerated and will be challenged.
- 3.2 Pupils are empowered to report racist incidents within a framework that recognises the right of the child to be heard.
- 3.3 The right of the child to involve an adult external to the school to express her/his perceptions is recognised.
- 3.4 All staff are familiar with, and able to implement, the procedures for dealing with and recording racist incidents.
- 3.5 All staff are vigilant with regard to behaviour among pupils, and will look out for, and respond appropriately to, incidents and reported incidents of bullying, harassment or racism.
- 3.6 Pupils and parents/carers are involved in agreeing principles and procedures for dealing with racist incidents, including bullying and harassment, and are expected to play their part in dealing with such incidents.
- 3.7 Racial discrimination is eliminated from, and racial equality is promoted in, employment.
- 3.8 Policy is determined and data are provided to the Governing Body on all racist incidents.
- 3.9 The school's curriculum is explicit in challenging racism, in an appropriate manner for children's stage of development.

4.0 Definition

- 4.1 A racist incident is an incident which has been perceived to be racist by the victim or any other person.

5.0 School practices

- 5.1 School practices will include:

- A nominated, designated senior person responsible for managing racist incidents. At Shefford Lower School this is the Headteacher;
- Commitment to taking immediate action where a racist incident takes place;
- Provision of appropriate support for the person who has been the subject of a racist incident;
- Appropriate intervention with the person who has initiated the incident;
- Making clear where a racist incident has occurred, that this is unacceptable;
- Encouraging pupils and staff to explore their own perceptions in the light of the values and principles set out above;
- Being careful when dealing with racist incidents that involve retaliation, to ensure that appropriate action is taken both with the person who has initiated the incident and the person who has retaliated in response to it;
- Discussing racist incidents with parents/carers and encouraging them to reinforce the school's anti-racist practices at home;
- Providing regular training on the school's racial equality and racial harassment policies and procedures;
- Identifying a named senior member of staff to oversee the recording and monitoring of racist incidents;
- Ensuring that supply and temporary staff are aware of and implement the school's policy.

- 5.2 Racist incidents can cover a range of occurrences, from violence with a racist motivation to use of language which causes offence but arises from ignorance or thoughtlessness rather than from any overtly racist

motivation. However, a pupil's life chances can be undermined by behaviour which is racist in nature, even if there is no racist intent.

- 5.3 The person responsible for the incident should be provided with the opportunity to learn from it. In some instances, for example where racist behaviour arises out of ignorance, then counselling from a member of staff might be appropriate (for example, a teacher taking a pupil aside to discuss what has happened and the harm that might have resulted or time with the school's family support worker).
- 5.4 In all instances, the parents/carers, both of the person responsible for the incident and of the person subject to the incident will be informed. The person who has been the subject of a racist incident will be appropriately supported.
- 5.5 In some circumstances it may be necessary to refer a racist incident to the Police. This will normally only be necessary where there is violence or aggression leading to physical harm and/or intimidation and we would expect this to relate to incidents involving adults rather than children. The advice of the Police Community Support Officer may be sought.

See Appendix 1 for a list of behaviours with a potential racial motive.

See Appendix 2 for a flowchart that sets out a sequence for responding to racist incidents.

6.0 Recording racist incidents

6.1 All racist incidents, as determined by the definition agreed above, will be recorded on the school's information database CPOMs. A report (including a nil report) must be made each term at a full governing body meeting.

7.0 Dealing with racist incidents

7.1 Staff – complaints against staff will be dealt with in line with either the school's complaints policy, whistleblowing policy or disciplinary procedures accordingly.

7.2 Governors – governors are expected to uphold the school's values, ethical leadership values and ethos and to show respect for all people. If an allegation is made about a governor, the Chair of Governors will organise an investigation. If a governor is responsible for a racist incident the governing body will determine the action to be taken. Where a Governor is subject to a racist incident, the Governing Body will provide appropriate support and will decide on the nature of the investigation and the action to be taken following the investigation.

7.3 Incidents involving school governors will be recorded in the same manner as those involving children, staff or other adults at school.

7.4 Action taken by the Governing Body should be consistent with the values, principles, policies and practice set out in this policy.

7.5 Visitors (including parents/carers) – where a visitor (who might also be a parent/carer of a child at the school) is responsible for a racist incident, this will be reported to the Headteacher who will take the following actions:

- Inform the visitor that the school does not tolerate racist behaviour
- Invite the visitor to leave the premises
- If the visitor is employed by an organisation, inform the visitor that the organisation will be informed of the racist incident
- Inform the organisation accordingly
- Contact the Police if necessary
- Ensure counselling/ follow-up for any victim

7.6 The Bedfordshire Race and Equality Council (BREC) has a website offering advice on a number of equality issues and also on reporting hate crime through [StopHateUk](https://www.stop-hate-uk.org/).

7.7 Parents/Carers – parents/carers of pupils who are the subject of racist incidents will be informed of those incidents and of the action taken to deal with them. Parents/carers of pupils who are responsible for racist incidents will be invited to play an active role in dealing with the situation.

7.0 Roles and Responsibilities

Designated Senior Person

7.1 The Headteacher is the designated senior person for dealing with racist incidents. In the absence/unavailability of the DSP the Deputy Head Teacher will act in her place. The designated person is responsible for recording and monitoring racial incidents to ensure that:

- All racist incidents and complaints of racial discrimination and racial harassment against staff are recorded and investigated within one week
- Active steps are taken to protect staff from racist bullying or harassment by pupils, parents/carers, visitors and other staff
- Where appropriate, racist incidents are dealt with through the school's disciplinary procedures
- All staff have access to the school's Grievance Procedures in the event of being subject to racist incidents, including racial discrimination and racial harassment
- Staff induction covers the school's policy and procedures for dealing with racist incidents
- All staff are trained on how to implement the school's racial harassment policy and procedures
- Good practice and effective strategies for dealing with racist incidents are shared between staff
- Racist incidents are monitored and analysed and reported to the Governing Body

Staff

7.2 School staff including, where appropriate, contract and supply staff, are expected to:

- Take responsibility for implementing the school's Equality and Racist Incidents policies
- Foster a positive atmosphere of mutual respect and trust among pupils from all ethnic groups
- Ensure that play and leisure areas provide a positive environment for pupils from all ethnic groups
- Deal effectively with incidents whenever they occur
- Ensure the curriculum and wider school is inclusive of opportunities to educate and celebrate equality and foster a positive environment for all ethnic groups.

Governing Body

7.3 The Governing Body has overall responsibility for ensuring that:

- There is a policy for reporting racist incidents
- A DSP who is a senior member of the school is appointed

8.0 Monitoring, Reporting and Evaluation

8.1 When a racist incident takes place, this must be recorded using CPOMs.

8.2 Careful record keeping of racist incidents will enable the school to identify patterns of behaviour whereby individuals or groups can be shown to be regular victims or perpetrators of racist incidents.

8.3 The examination of these records on a regular basis by Designated Senior Person will provide the school with a picture of the frequency and nature of racist incidents and give some indication as to how effectively the school is combating such behaviour.

8.4 The Head Teacher will make a termly report to the Governing Body on the number of racist incidents recorded, and an annual report to the Governing Body disaggregated in line with the categories provided on the Racist Incident Forms. The Governing Body will use this, and other supporting information, to review the school's policy and practice on dealing with racist incidents.

8.5 Parents/Carers will be informed of the school's policy and practice on dealing with racist incidents.

8.6 The school will provide aggregated information to the LA in the form it is requested.

8.7 This policy will be reviewed in full by the Governing Body every three years.

9.0 Links to Other Policies

This policy should be read in conjunction with the:

- Equality Policy.
- SEND Policy

- Complaints Policy
- Volunteers Policy
- Whistle Blowing Policy

10.0 Monitoring and review

10.1 The implementation of this policy is monitored by the SENDCo, Senior Leadership Team, Headteacher and Governors.

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Appendix 1

**BEHAVIOURS WITH A POTENTIALLY RACIAL MOTIVE EITHER IN REAL TIME OR THE
VIRTUAL WORLD**

1. Physical assault;
2. Racist graffiti;
3. Derogatory name calling;
4. Racist insults;
5. Racist jokes;
6. Comments which are offensive on grounds of colour, race, ethnic and national origin, nationality and citizenship;
7. Drawings which are offensive on grounds of colour, race, ethnic and national origin, nationality and citizenship;
8. Bringing to school, material which is racist, including leaflets, comics or magazines;
9. Wearing racist tattoos, badges or insignia;
10. Extortion;
11. Intimidation;
12. Using threatening words;
13. Using taunts;
14. Using ridicule;
15. Theft;
16. Damage to personal property;
17. Incitement of others to behave in a racist manner;
18. Verbal abuse.

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Appendix 2



SUMMARY PROCEDURE FOR DEALING WITH RACIST INCIDENTS

