



The Chauncy School Preventing and Dealing with Racist Incidents Policy

Policy compiled by: Steve Walton
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Introduction

Within the Chauncy community it is accepted that every person is equally important and that no one has the right to harass, insult, attack, or cause offence to any other person for any reason. All community members are all individuals, but are also members of a community where it is possible to learn from each other and celebrate the culture and beliefs of each person. Although policies on behaviour and bullying already exist in the school, at Chauncy we are committed to dealing effectively with incidents of racism.

What is Racism?

At Chauncy we use the definition suggested by Home Office guidelines and that used by the Stephen Lawrence Inquiry which defines a racist incident as:

“any incident which is perceived to be racist by the victim or any other person”

Racism is not just about intentional attitudes or behaviour. A lack of intention does not stop the impact of racism being felt by individuals and communities. It is important to recognise that racist incidents are often complex and interrelated with other events and may involve group as well as individual behaviour. In any circumstances, racial harassment is unacceptable and must be dealt with effectively and with sensitivity.

Aims

- To establish, in unequivocal terms what constitutes a racist incident, and sharing this with all members of the school community.
- To create a climate where people are able to speak openly about their experiences.
- To agree an agreed procedure for dealing with racist incidents, and ensuring that all members of the school community are aware of the procedure.
- To establish a rigorous monitoring system to record all incidents and subsequent action.
- To keep a formal record of all racist incidents and to report on the nature and frequency of any racist incidents annually to the Local Authority.

Examples of obvious racism

- Racist comments, name-calling, chants and jokes.
- Imitating accents.
- Racist graffiti or any other written insult.
- Bringing into school racist materials such as badges and literature or any attempt to recruit people into racist organisations.
- Threatened and physical assault against a person or group because of colour or ethnicity.
- Isolating people because of colour or ethnicity.

Examples of less obvious racism

- Unacceptable stereotype views and images.
- A curriculum that doesn't acknowledge racism, thus perpetuating it.
- Not following up racist incidents vigorously, thus condoning it.
- Staff not being fully aware of how racism and stereotyping may affect the decisions they make.



Prevention

All members of the Chauncy community are actively encouraged to report all incidents involving racism. Chauncy will actively work towards the prevention of racist incidents through:

- The utilisation of the Equality Policy.
- The delivery of assemblies.
- The inclusion of Racism as part of the rigorous work the school carries out with regard to anti-bullying.
- Inclusion into the delivery of PSHE at each Key Stage.
- The delivery of a curriculum which recognises diversity.

Success criteria

Success will be achieved when:

- All incidents of a racist nature are reported and investigated consistently and thoroughly
- Members of the school community have a shared perception of what is racism and the consequences of being involved in a racist incident
- Procedures for dealing with racial incidents are recognised as fair and appropriate by students and their parents \ carers and other agencies.
- The school is an inclusive environment for all.
- The number of racist incidents declines over time.

Active responses

- It is important that there is a prompt response to each racist incident.
- Staff will emphasise that the school has an appropriate procedures and that there will be a structured follow up to the allegation or incident.
- Staff will record the incident in detail on the Green Bullying and Racist Incidents Report Back Sheet.
- Staff will ensure that any additional notes or statements are attached to the Green Sheet before submitting to DHT or HT.
- Once recorded, racist incidents must be reported to the Deputy Headteacher (Pastoral) or the Headteacher for further investigation.
- Both the alleged victim and perpetrator need to be interviewed to establish the facts.
- It is likely that additional witness statements will be required.
- During the investigation staff will apply the definition of racism adopted by the school and will reinforce the expectation that racism in any form will not be tolerated.
- Parent \ carers will be informed of the incident and reminded of the procedures that follow.
- After investigation, action will be taken in line with the Behaviour Policy and Equality Policy.
- All incidents that are reported will be logged in the Racist Incident File.
- Proven incidents of racism will be filed in the perpetrators school file.
- Information will be disseminated through the pastoral structure to the necessary individuals:
 - Senior Leadership Team
 - Learning Coordinator
 - Form Tutor
 - Reporting member of staff
- Allegations made against staff involving racism must be passed onto Deputy Headteacher (Pastoral) or the Headteacher for immediate investigation.

Referral Routes

1. Incident observed by a member of staff or an incident is reported to a member of staff.
2. Member of staff records the incident on a Green Report Back Slip.



3. Green report back slip is forwarded to Deputy Headteacher (Pastoral) or Headteacher for investigation.
4. Headteacher is informed.

All incidents are reviewed half termly at Senior Leadership Meetings and Pastoral Team Meetings.

Support processes

- Treat all claims seriously
- Make certain that the victim is fully informed of the procedure and the subsequent chain of events
- Explain the action that will be taken and state the School's position regarding racism and racist behaviour
- Talk through the incident. All involved must be interviewed
- Establish counselling and support as appropriate

Recording events

- All incidents where there is a perception that racism is involved must be recorded on a Green Report Back Slip and reported to the Deputy Headteacher (Pastoral) or the Head Teacher.
- The incident will be logged in the Racist Incident File and will include subsequent procedures used and sanctions imposed
- Remember that records may be required by other professionals, (social services, police, etc.).
- Any example of racism perpetrated by a member of staff will be treated as a serious disciplinary matter and will be investigated by the Headteacher or an appropriate committee of the Governing Body.
- Serious incidents should be reported to Governors by the Head Teacher e.g. physical violence, repeated harassment, and links with racist groups. The Head Teacher will also inform Hertfordshire County Council as appropriate (refer to the Equality Policy).

Failure to respond appropriately may be seen as condoning the incident.



Integrated bullying and racist incident record

4. Description of incident(s)

Please give a precise account including places, date, times and any witnesses. Attach any further information (e.g. pupils' accounts, witness accounts, notes of meetings).

N.B. Indicate if it is a repeat incident and if a serious incident referral should be made to the local authority.

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5. Action taken:

Please record all steps (including meetings, letters, investigations, sanctions)

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6. Summary of those notified and/or involved

Delete italic options where applicable	✓	Any details (e.g. dates)
<i>Headteacher</i>		
Chair of governors		
Form tutor/class teacher		
Head of year		
<i>'Target' parents/carers notified by letter/telephone/in person</i>		
<i>'Target' parents/carers invited to the school</i>		
<i>'Offending person/s' parents/carers notified by letter/telephone/in person</i>		
<i>'Offending person/s' parents/carers invited to the school</i>		
CAF initiated for target/offending person		
Local authority: SEA/SIP, anti-bullying adviser or MECS		
Police (crime no. / <i>incident</i> reference no.)		
<i>'Offending person/s' parents/carers invited to the school</i>		

7. Date for monitoring progress of those involved

Follow up on the incident and check that all parties are progressing well academically and socially

Date:

8. Reporting member of staff:

Name: Date:

9. Outcomes/actions from follow up

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