

# THE FRANCES BARDSLEY ACADEMY FOR GIRLS



## Racial Incidents Policy

This policy was written and adopted on June 2016  
The policy will be reviewed on June 2017

## **Rationale**

At The Frances Bardsley Academy for Girls 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 members of the school community are 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. This policy exists to provide a framework for supporting our stated aim of “ensuring the happiness of every individual in our community”, to promote a climate which enables all students to flourish, regardless of ability or special needs, and supports or desired outcomes of developing “strong character”.

## **Purpose**

This policy aims to outline clearly the procedures that should be followed when dealing with any incident which is perceived to be racist by the victim or any other person. In any circumstances, racial harassment is unacceptable and must be dealt with effectively and sensitively.

- 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 procedures for dealing with racist incidents, and ensuring that all member of the school community are fully conversant with them.
- To establish a monitoring procedure to record all incidents and subsequent action.
- To keep formal records of all racist incidents and to report on the nature and frequency of any racist incidents to the Governing Body via the Headteacher’s report and report to the Local Authority as required.

## **Guidelines**

### **What constitutes a racist incident, obvious racism?**

- Racist comments, name calling and jokes
- Imitating accents
- Racist graffiti or any other written insult
- Bringing racist material into school 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.

### **What constitutes a racist incident, less obvious racism?**

- Unacceptable stereotype views and images
- A curriculum that does not acknowledge racism, thus perpetuating it
- Staff 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 of Racist Incidents**

- Students are actively encouraged to report all incidents involving racism
- Frances Bardsley will actively work towards the prevention of racist incidents through:
  - The utilisation of the Equality Scheme
  - Raising awareness of all issues related to racism, through, for example school assemblies

- The inclusion of racist issues and concerns in the delivery of PSHCEE and assemblies
- The delivery of the curriculum which recognises the diverse community of Frances Bardsley Academy.

### **Racist Incident Procedures**

- Once a racist incident has been reported an immediate response to the incident must be made – this includes recording the information and being accountable for actions.
- As soon as possible, both the alleged victim and perpetrator need to be interviewed to establish the facts, any additional witness statements will also need to be taken.
- The expectations of the school need to be reinforced – Emphasise the schools procedures and that there will be appropriate follow up.
- Staff are to record all actions and ensure that notes are logged on the Racial Incident Log (found on the Staff Drive). The Vice Principal i/c Behaviour should be informed of the incident.
- The parent/carer will need to be informed of the incident and reminded of the procedures that will follow.
- After investigation, action is to be taken in line with the Behaviour Management in Practice, Equality Scheme and school discipline structure. Information must then be disseminated through the pastoral structure to the necessary individuals:

Referral Route:

Incident → Progress Manager → Link SLT member → Headteacher

- Allegations made against staff involving racism must be passed onto the Senior Leadership Team for investigation under the school's published disciplinary procedures.
- Any allegation made against a member of the Senior Leadership Team or the Headteacher will be referred to the Chair of Governors.

### **Support Processes**

- Treat all claims seriously
- Ensure 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 with all involved in the incident individually
- Establish counselling and support as appropriate and if required

### **Recording of Events**

- All incidents where there is a perception that racism is involved must be recorded on the Racist Incident Log and reported to the Vice Principal i/c Behaviour/Headteacher.
- Log racist incidents on the Racist Incident Log and subsequent procedures used relating to the sanctions imposed.
- When recording details of an incident remember these may be required by other professionals – for example, social services and the police.
- The Governing Body will regularly review the Racial Incidents Log
- Any example of racism perpetrated by a member of staff will be treated as a serious disciplinary matter and will be investigated by the appropriate Committee of the Governing Body.
- Serious incidents should be reported to Governors by the Headteacher – for example, physical violence, repeated harassment and links with racist groups. The Headteacher will also inform the London Borough of Havering as appropriate

**Appendices or Further Information**

This policy should be read in conjunction with:  
Behaviour Management in Practice  
Complaints Procedure.