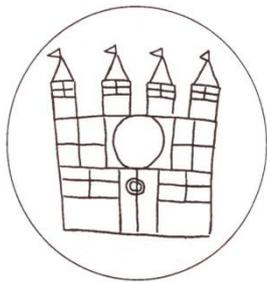


The Bridge Partnership



**“Bringing out the best
in everyone”**

**“Everyone matters;
everyone is important”**

SINGLE EQUALITY POLICY

Adopted by Governing Body – Autumn 2013
Responsibility for review – Learning Matters
To be reviewed – Autumn 2014

This policy sets out The Bridge Partnership's approach to promoting equality as defined with the Equality Act 2010. The Equality Act 2010 replaces previous legislation including the Race Relations Act 1976, Disability Discrimination Act 1995, Gender Recognition Act 2004 and Sex Discrimination Act 1975. The Bridge Partnership Single Equality Policy therefore supersedes all previous school policies on Disability, Ethnicity (i.e. race) and Gender.

Duties as identified in the Equality Act 2010 refer to Protected Characteristics. These include:- disability; ethnicity; gender; gender identity and transgender; faith; religion and belief; marriage and civil partnership; sexual orientation (homophobia); pregnancy and maternity; age.

The values on which the policy is based include:

- a culture of mutual respect
- tolerance of different faiths and beliefs
- individual liberty
- democracy
- the rule of law

The Bridge Partnerships values the benefits of having a diverse population. It also recognises the harmful effects of bullying and prejudice in society. These can unfairly limit the life chances of young people and exclude them from full participation in social, economic, political and cultural life. We believe in celebrating diversity, and that eradicating all forms of prejudice and promoting equality for all must be an integral part of all school's work. This policy will support the school in eliminating discrimination and victimisation and in identifying and dealing with prejudice based incidents or hate crime.

A prejudiced based incident is any incident which is perceived by the victim, or any other person, to be prejudiced towards an individual, due to one or more of their protected characteristics, which are age, disability, faith, gender, identity/reassignment, marriage and civil partnership status, pregnancy and maternity status, ethnicity, sex or sexual orientation.

Hate crime is any criminal offence which is perceived by the victim or any other person to be motivated by a hostility or prejudice based on a person's real or perceived disability, faith, gender identity, ethnicity or sexual orientation.

This policy is available for all staff and parents and was written in consultation with Governors, staff and parents.

AIMS

it is our aim:

- To promote equality of opportunity at all times.
- To offer equal opportunities regardless of race, culture, gender, academic ability or class;
- To provide an environment free from social, sexual or cultural prejudice for all members of our school community;
- To achieve an environment in which children can be respected as individuals, and in which the varied cultural experiences of our children can enrich the life of the school.

The following staff or bodies within the school are responsible for certain duties in line with this policy.

The Governing Body ensures:

- that the school complies with current equality legislation, including the general and specific duties, making reasonable adjustments to provision where necessary to uphold equality law
- that the Single Equality Policy and Single Equality Scheme and its related procedures and strategies are implemented
- that a Governor is elected who has lead responsibility for the single equality scheme, and who will receive appropriate training
- that this Governor supports the headteacher in consultations with all stakeholders and in implementing any actions necessary
- the equality objectives are reviewed, at least every four years

The Headteacher:

- ensures that the policy is available and that governors, staff, pupils and their parents/carers know about it

- works with the governing body to ensure that the policy and its related procedures and strategies are implemented effectively
- ensures that stakeholders, including staff are aware of their responsibilities under the scheme and are given appropriate training and support so that they can fulfil their responsibilities
- monitors progress within the Single Equality Scheme and provides an annual report to the governing body
- manages any day to day issues arising from the Single Equality Scheme whether for pupils or for the school as an employer
- takes appropriate action in cases of harassment and discrimination
- tracks the progress of groups of pupils with protected characteristics

All staff need to:

- be aware of the single equality scheme, actively support it by promoting an inclusive and collaborative ethos
- deal with incidents of discrimination and know how to identify and challenge bias and stereotyping, as well as being aware of procedures
- ensure that activities or personal behaviour do not discriminate on any grounds
- keep up to date with equalities legislation by attending training and information events organised by the school or local authority

Teaching staff need to:

- ensure that pupils from all groups have full access to the curriculum
- promote equality and diversity through teaching and through encouraging community cohesion

Pupils need to:

- be aware of and act in accordance with the Single Equality Scheme
- understand the importance of reporting prejudice based incidents

Parents/carers will:

- have access to the policy
- be encouraged to support the policy and The Bridge Partnership's equality ethos

- have the opportunity to attend any relevant meetings/awareness raising sessions related to the policy
- have the right to be informed of any incident related to this scheme which could directly affect their child

Visitors and contractors:

- will ensure that they are aware of, and comply with, the school's single equality scheme.

Responsibility for overseeing equality practices at Holmwood and Ashbrook schools lies with a named member of staff and governor.

Responsibilities include:

- co-ordinating and monitoring work on equality issues
- dealing with monitoring reports of harassment (including racist and homophobic incidents)
- monitoring exclusions

Recording of incidents

All incidents and hate crimes should be recorded and the school will record any incidents with appropriate details on the form Appendix 1. Completed forms will be held centrally in the office and termly reports will be sent to MK council on the nature and frequency of incidents. (Appendix 2) The Headteacher will then analyse the incidents. The Headteacher should consider whether:

It is important that:

- the number of incidents, especially a nil result, reflect the nature of community relations in the school
- there is any trend in the nature of prejudice based incidents and hate crime i.e. are incidents predominantly homophobic, disability or racial
- statistics provide evidence that policies and practices are working by the scale and number of incidents, and by the prevalence of repeat incidents
- they can be confident that pupils feel at ease to report incidents

The findings will inform the School Development Plan and influence classroom practice. Behaviour that can be seen as possibly reflecting community tension within the school as a whole should be monitored e.g. where small groups of pupils form isolated groups within the classroom or playground. The Bridge Partnership will continue to develop healthy relationships with their local communities as we need to be aware of community issues to ensure that all our children reach their full potential and barriers to learning are removed.

Victim support

The Bridge Partnership attaches importance to comforting and supporting victims of prejudiced based incidents or hate crime. Staff will endeavour to explain to the victim the actions taken in dealing with the perpetrator and express the attitude of the school towards such behaviour. Staff should allow the pupil or adults the opportunity to express their own concerns and feelings and provide further support if deemed necessary.

Procedures and policy

It is important that:

- prejudice based incidents and hate crimes are clearly identified as such and the frequency and nature of them is monitored within school
- preventative action is taken in school to reduce the likelihood of such incidents occurring
- the wider implications of such incidents for the school and the local community are recognised
- full and regular reporting of these incidents is provided by the governing body
- full and termly reporting of these incidents is provided to MK council
- staff are familiar with formal procedures for recording and dealing with prejudice based incidents and hate crimes so that they are vigilant regarding these behaviours
- pupils are involved in drawing up and agreeing principles and codes of practice relating to all types of bullying and harassment, and play a part in dealing with prejudice based incidents and hate crimes
- parents are involved in agreeing principles and procedures for dealing with prejudice based incidents and hate crimes

- perpetrators are dealt with effectively
- victims of prejudice based incidents and hate crimes are supported

Incidents may include

- threatened or actual physical assault
- derogatory name calling, insults, for example racist jokes or homophobic language
- hate graffiti
- provocative behaviour such as wearing badges or symbols belonging to right wing or extremist organisations
- distributing offensive literature
- inciting hatred or bullying against pupils who share a protected characteristic
- prejudiced or hostile comments in the course of discussions within lessons
- teasing in relation to any protected characteristic eg sexuality, language, religion or cultural background
- refusal to cooperate with others because of their protective characteristic whether perceived or real
- expression of prejudice calculated to offend or influence the behaviour of others
- attempts to recruit other pupils to organisations and groups that sanction violence, terrorism or hatred

It is important to recognise that:

- such incidents are often part of more complex interactions which may take place in school - for example, an argument about friendship may lead to a prejudiced based incident or hate crime
- teachers may need to deal with prejudiced or hostile comments made by parents or other adults as well as pupils
- incidents may involve group as well as individual behaviour
- prejudiced based incident or hate crimes are not always explicit - for example a person may be called 'smelly' and behind such insults may lie a hate element

- prejudiced behaviour can occur without anyone belonging to the targeted characteristic being present - for example telling jokes about a disability
- acts or expressions may include negative body language - for example a refusal to sit next to or work with a homosexual pupil
- harassment is not based on whether or not the perpetrator intended to harass, or understands the prejudiced content of what he or she has done, but rather the effects of the incident

The Bridge Partnership feels that it is important that everyone deals with such incidents in the same way. A list of sources of support and advice are in Appendix 3, 4 and 5.

Any prejudiced behaviour from any member of staff towards any pupil, parent or another member of staff will not be tolerated and if it occurs, disciplinary action will be taken. The Bridge Partnership will bring this policy to the attention of volunteers who work in the school on a regular basis. Any parent displaying such views will be asked to talk to the Headteacher and explaining their actions or words. There may be occasions when prejudiced based incidents or hate crimes that have occurred outside school, or involve outside perpetrators, are brought to the attention of the Headteacher. These incidents should be reported to the police and/or the Anti Hate Crime group who may wish to take action under hate crime legislation.

This policy makes it clear that any prejudice based incidents within The Bridge Partnership community will not be tolerated and will be dealt with consistently by staff and/or senior management. All incidents will be recorded, reported and analysed and will inform the School Development Plan. Any incidents outside the school community, if corroborated, will be reported to the appropriate organisations.

MONITORING AND EVALUATION

This policy will be monitored and evaluated in accordance with strategies and guidance outlined in our Monitoring and Evaluating policy and schedule.

(School name)

Prejudice based incident/hate crime report

School _____ Date of incident _____

Perpetrator	Pupil staff parent outside person/s (please circle)
	Ethnicity _____ Gender M/F Age or year group _____
Victim	Pupil staff parent outside person/s (please circle)
	Ethnicity _____ Gender M/F Age or year group _____
Victimless incident	Yes circle) No (Please

Protected characteristics of victim (circle)

Age Disability Gender identity/reassignment Marriage and civil partnership

Pregnancy and maternity status Race Sex Sexual orientation Faith

Nature of incident (please tick)

Physical assault	Name calling	Hate graffiti
Offensive badges	Hate literature	Incitement of others
Refusal to cooperate	E safety: mobile phones or social networks	Other

Brief description of the incident

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Action taken/Victim support

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Name _____
 Signature _____

Position _____



Appendix 2

Appendix 4 Monitoring of Racist/Religious Incidents (Termly Report)

Academic Year: _____ Term: _____

School: _____

Head teacher/Member of the SMT: _____

Signature: _____

Date: _____

Nature of incident Racist incident <input type="checkbox"/> Religious discrimination <input type="checkbox"/>	Ethnicity (Please use standard ethnicity codes)		Number of incidents reported (0 if nil returns)
	Victim	Perpetrator	
Physical assault			
Name calling			
Racist graffiti			
Offensive badges			
Racist literature			
Incitement of others			
Refusal to co-operate			
Racist images on mobile phone			

Did any of these incidents occur outside school premises? Yes No

If yes, please state how many:

By the end of each term please send a copy of this report to:
 Ethnic Minority Achievement Support Service, The Children and Young People's Service,
 The Queensway Centre, Queensway, Bletchley, Milton Keynes MK2 2HB

Adopted by Governing Body – Autumn 2013
 Responsibility for review – Learning Matters
 To be reviewed – Autumn 2014

Note: The figures from the report from all schools will be used for reporting to the Anti Hate Crime Group (not attributed to individual schools).

Please retain a copy of the report for your record

Appendix 3

Further advice is available from:

- Corporate Equality and Diversity Office on 01908 254628
- Children and Young People's Services Policy and Projects Officer on 01908 253257
- Ethnic **Minority** Achievement Support Services on 01908 270409
- Milton Keynes Equality Council on 01908 606828/606224

6 The following table provides some ideas for appropriate actions that could be taken in response to different types of incidents.

Type of Incident	Suggested Actions	Possible Hate Crime?
(a) Physical Assault	<ul style="list-style-type: none"> • Report to the class/subject teacher, Head of Year or Headteacher as appropriate. • Record on the Prejudiced Based Incident Reporting Form • Provide a full report to the named person/ Headteacher. • Inform parents/carers • Take necessary action to prevent recurrence. 	Yes
(b) Derogatory Name Calling	<ul style="list-style-type: none"> • Never ignore any derogatory name calling insults and prejudiced forms of verbal abuse in school. • Explain fully to the perpetrator that verbal prejudice abuse will not be accepted. • Refer offenders to the named person /Headteacher as appropriate. • Record on the Prejudiced Based Incident Reporting Form. • Inform parents/carers. • Request agencies for intervene to provide training/strategies depending on the nature of the incident. (see section 12) 	Yes
(c) Hate Graffiti	<ul style="list-style-type: none"> • Report all prejudiced and offensive graffiti in the school to the named person/Headteacher. • Take action to remove graffiti immediately. • Check regularly and take steps to remove and discourage the re-appearance of graffiti. 	Yes
(d) Wearing Hate Badges or Insignia	<ul style="list-style-type: none"> • Do not permit wearing of hate badges or insignia. • Refer perpetrators to the name person/ Headteacher as appropriate. • Record on the Prejudiced Based Incident Report Form. • Inform parents/carers. 	
(e) Bringing Hate Materials Into School	<ul style="list-style-type: none"> • Remove all forms of hate literature, such as leaflets, comic materials or magazines. • Refer pupils to the named person/Headteacher as appropriate. • Inform parents/carers. 	Yes, may fall under incitement legislation
(f) Prejudiced Based Comments During Lessons	<ul style="list-style-type: none"> • Challenge comments/statements. • Speak to the young person after the lesson to ensure they understand what they said was unacceptable and why. • Record hate incidents occurring in each lesson as a separate incident as outlined in the school's policy. • Inform parents/carers. 	Yes, may fall under incitement legislation

Type of Incident	Suggested Actions	Possible Hate Crime?
(g) Attempt to Recruit to Organisations or Groups	<ul style="list-style-type: none"> • Report immediately to the named person/ Headteacher. • Recruiter should be interviewed. • Record on the Prejudiced Based Incident Form. • Inform parents/carers. 	Yes, may fall under incitement legislation
(h) Ridicule of an Individual for Cultural or Other Differences, eg Food, Music, Dress, Appearance etc	<ul style="list-style-type: none"> • Never ignore any attempt to ridicule an individual within school/ • Explain fully to the perpetrator that verbal prejudice abuse will not be accepted. • Refer offenders to the named person/ Headteacher as appropriate. • Record on the Prejudiced Based Incident Reporting Form. • Inform parents/carers 	No
<p>Schools may request support and advice from Milton Keynes Council and other agencies for specific incidents. See section 12 for list of contacts.</p>		

Appendix 5

Equality Area or Specific Protected Characteristic	Organisation	Contact Details
General: relating to all protected characteristics	Milton Keynes Council	Corporate Equality and Diversity Manager Milton Keynes Council Civic Offices T: 01908 254628 E: equalities@milton-keynes.gov.uk
General: relating to all protected characteristics, particularly where a hate crime or potential hate crime is involved	Milton Keynes Equality Council – Anti Hate Crime Group	Milton Keynes Equality Council Anti Hate Crime Group www.mkequitycouncil.org.uk Acorn House 377 Midsummer Blvd Central Milton Keynes MK9 3HP T: 01908 606828 E: enquiries:mkrec.org.uk
	Thames Valley Police	Community and Diversity Officer T: 101
	Victim Support	Milton Keynes Victim Support T: 0845 450 3883
Disability	Milton Keynes Council: Learners with Learning Difficulties and Disabilities Service	Learners with Learning Difficulties and Disabilities Service www.milton-keynes.gov.uk/inclusion Milton Keynes Council Children and Families Saxon Court 502 Avebury Blvd Milton Keynes, MK9 3HS T: 01908 ??????? E: sen@milton-keynes.gov.uk
Faith or Religion	Milton Keynes Council: Ethnic Minority Achievement Support Service (EMASS)	www.milton-keynes.gov.uk/emass Milton Keynes Council Children and Families The Queensway Bletchley Milton Keynes MK2 2HB T: 01908 270409 E: multicultural@milton-keynes.gov.uk
Gender Identity/Reassignment	Q:alliance	www.qalliance.org.uk Acorn House 381 Midsummer Blvd Milton Keynes MK9 3HP E: info@qalliance.org.uk
Sexual Orientation (Homophobic Incidents)	Q:alliance	www.qalliance.org.uk Acorn House 381 Midsummer Blvd Milton Keynes MK9 3HP E: info@qalliance.org.uk
	School's Out (LGBT Curriculum Toolkit)	www.schools-out.org.uk

Race (Racist Incidents)	Milton Keynes Council: Ethnic Minority Achievement Support Service (EMASS)	www.milton-keynes.gov.uk/emass Milton Keynes Council Children and Families The Queensway Bletchley Milton Keynes MK2 2HB T: 01908 270409 E: multicultural@milton-keynes.gov.uk
Race (Translation and Interpreter Services)	Milton Keynes Council – Community Language Service	Milton Keynes Community Language Service www.milton-keynes.gov.uk Milton Keynes Council Children and Families Saxon Court 502 Avebury Blvd Milton Keynes, MK9 3HS T: 01908 253253 E: mk.community.language.service@milton-keynes.gov.uk