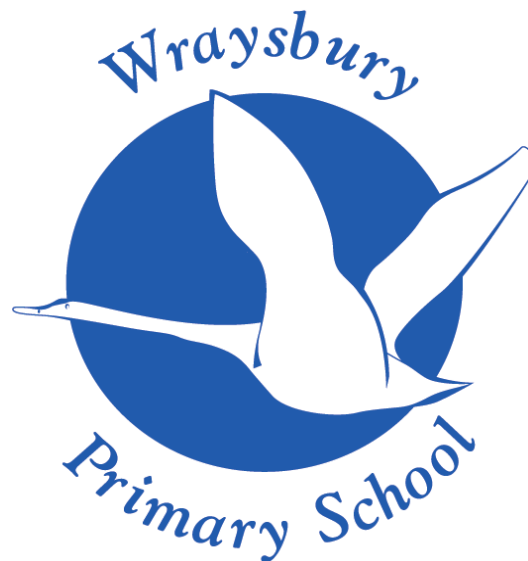


# Dealing with Racist Incidents Policy



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Produced by: **RBWM/Alison Fox**  
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# Racial Equality and Dealing with Racist Incidents Policy

## Introduction

This policy should be read in conjunction with the Equal Opportunities and Racial Equality Policy.

The Stephen Lawrence Inquiry (McPherson Report) has offered us clear definitions of racism.

**Institutional Racism is the collective failure of an organisation to provide an appropriate and professional service to people because of their colour, culture or ethnic origin.**

**It can be seen or detected in processes, attitudes and behaviour which amount to discrimination through unwitting prejudice, ignorance, thoughtlessness and racist stereotyping which disadvantage minority ethnic people.**

At Wraysbury Primary School we believe it is essential to work within the context of a positive ethos, which promotes diversity and a curriculum which builds on the experiences of minority ethnic communities and actively challenges racism.

## Racist Incidents

**A racist incident is any incident that is perceived to be racist by the victim or any other person.**

If the victim or bystander (for example, parent who is not a witness but has the incident explained to them) considers the incident to be racist, then the incident will be dealt with as a potential racist incident. It will be recorded and investigated fairly. It does not mean the incident is confirmed as racist, but that there will be an objective investigation from the starting point of the victim's feelings.

## Racist Behaviour

The following examples illustrate the kinds of actions that are considered to be racist incidents. If these occur they will be dealt with and recorded in school.

- **Physical Harassment** This includes violent attacks or physical intimidation of ethnic minority children and adults, as well as incidents of 'minor' intimidation that may be cumulative in effect
- **Verbal Harassment** This may include derogatory name-calling, insults and ridicule of a person's background, language, appearance or culture

- **Disrespect and Non Co-operation** The refusal to show respect or co-operate with ethnic minority pupils, teachers and others in the wider school community may constitute a racist incident if there is evidence of racist motivation, or if the recipient perceives racism as a motive. Disrespect can also be inadvertent, for example, if the school shows ignorance of a pupil's cultural practices, in a way that makes the person feel uncomfortable, belittled or harassed
- **Incitement to Behave in a Racist Manner** These could include racist 'jokes', the use of racist vocabulary, the wearing of racist insignia, racist graffiti, and the distribution of racist literature, posters or other materials.

The ethos of the school is crucial in creating the foundation for a supportive approach to equality issues in general and racist incidents in particular. We will therefore ensure that:

- All school policies are informed by the need to eliminate racial harassment.
- The whole school approach extends to all members of the school community, including pupils, staff, parents and visitors.
- There is a clear understanding that everyone in the school community has a responsibility to monitor and challenge racial harassment and racist behaviour.
- At Wraysbury we strive to develop positive language, awareness, image and strategies, creating an environment where all people are equally valued and where no harassment will be tolerated.
- We develop a positive ethos and express commitment to challenging racism by removing barriers to achievement. This includes:
  - Having high expectations and encouraging pride in learning
  - Encouraging mutual respect between pupils and staff
  - Valuing cultural diversity and religious and linguistic heritages
  - Raising pupils' self-esteem
  - Celebrating achievement and diversity through the quality and content of school displays
  - Developing an inclusive curriculum
  -
- This policy will link to "The Prevent" strategy and Safeguarding Policy.

## **Dealing with Racist Incidents**

All incidents will be talked through, even with young children. We will carry out the following actions, as appropriate, where we believe a racist incident may have occurred.

1. Acknowledge the incident and express disapproval.
2. Support the victim.
3. Identify the racist behaviour.
4. Counsel the perpetrator while maintaining pastoral support.
5. Explain to those responsible, as well as to any onlookers, what is unacceptable about the incident.
6. Consider appropriate action and inform the member of staff responsible for recording and monitoring racist incidents.
7. Ensure that the incident is recorded in writing.
8. Contact both sets of parents, if appropriate, to explain the action taken.

## **Recording and Monitoring at School and Local Authority Level**

All incidents will be recorded on a Racist Incidents Record Form (Appendix B) in order to provide an accurate picture of the scale and nature of the problem.

The Headteacher will be responsible for monitoring racist incidents in order to:

- Get a full picture of the frequency and nature of the abuse
- Measure the effectiveness of the methods used in responding to racist incidents
- Determine immediate or future action
- Provide the school, Governors and the Local Authority with a statistical analysis of racist incidents

A record of all racist incidents and action taken will be kept by the Headteacher. Where an incident is serious, parents will be informed of the nature of the incident and the action taken.

The Headteacher will report on incidents termly to Governors and the Local Authority.

## Appendix A

### A Checklist for Dealing with Racist Incidents

#### 1. Physical assault against a person or group because of colour, race and/or ethnicity

Report to the designated staff member or Headteacher	
Consider if the school needs the support of the Police or advice from the LEA	
Full report to Headteacher	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Headteacher should inform parents/carers and where appropriate, the governing body	
Action to prevent reoccurrence, e.g. curriculum, tutor groups, assemblies, and/or removal of perpetrator	
Offer support to the victim/victims families	
Offer counselling remedial work to the perpetrator	
Reinforce the school's race equality policy	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

#### 2. Name calling/racist jokes

Fully explain to the perpetrator that racist abuse is unacceptable and will not be tolerated	
Full report to Headteacher	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Headteacher should inform parents/carers	
Offer support to the victim/victims families	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

#### 3. Racist graffiti

All racist graffiti should be reported to the Headteacher and immediately removed	
Investigate, make enquiries	

Consider contacting the police	
Regular checks should be made and steps taken to discourage reappearance of graffiti	
If perpetrator is known, Headteacher should inform parents/carers	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

**4. Provocative behaviour such as racist badges or insignia**

Educational institutions should not permit the wearing of racist badges or insignia	
Consider the support of the police	
Headteacher should inform parents/carers	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

**5. Bringing racist material, leaflets, comics, magazines, computer software into schools**

All forms of racist literature and materials to be removed immediately	
Refer pupils to Headteacher or Phase Co-ordinator	
Headteacher should inform parents/carers	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

**6. Verbal abuse, threats**

Staff must not ignore any form of verbal abuse in the school	
Full report to Headteacher	

Explain fully to the perpetrator that racist abuse will not be tolerated	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Headteacher should inform parents/carers	
Offer support to the victim/victims families	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

**7. Racist comments in classrooms**

The school should have clear guidance for staff on how to react to the use of racist comments in the classroom	
Full report to Headteacher	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Headteacher should inform parents/carers	
Offer support to the victim/victims families	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

**8. Ridicule of an individual for cultural or religious differences e.g. music, worship**

Members of staff should not ignore any form of ridicule	
Persistent perpetrators must be referred to the Headteacher or Phase Co-ordinator	
Explain fully to the perpetrator that racist behaviour will not be tolerated	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Headteacher should inform parents/carers	
Offer support to the victim/victims families	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	

**9. Refusal to co-operate with other pupils because of their race, ethnic origin, etc...**

Persistent offenders must be referred to the Headteacher or Phase Co-ordinator	
Take appropriate disciplinary action within the school behaviour policy against the perpetrator	
Headteacher should inform parents/carers	
Offer support to the victim/victims families	
Offer counselling remedial work to the perpetrator	
Record on a racist incident reporting form	
Send copy of record to LEA when requested	



## Appendix B

### Racist Incident Report Form

A racist incident is any incident that is perceived to be racist by the victim or any other person.

#### Name, ethnicity and school

Victim: Ethnic Origin:

Perpetrator(s): Ethnic Origin:

School:

Name(s) of witness(es) to the incident: Adult / Pupil (please tick):

.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>

**Date, Time and Location of Incident:** .....

#### Nature of Abuse (please circle)

- |                                |  |
|--------------------------------|--|
| 1. Physical Assault            | 6. Name Calling / Racist Jokes                   |
| 2. Racist Graffiti             | 7. Provocative Behaviour (Badges, Insignia)      |
| 3. Racist Material             | 8. Verbal Abuse, Threats                         |
| 4. Racist Comment in Classroom | 9. Ridicule of Cultural or Religious Differences |
| 5. Refusal to Co-operate       | 10. Other (please specify): .....                |

#### Details of Incident

.....  
.....  
.....  
.....  
.....

#### Incident Reported By (please tick)

- Observer  
 Victim  
 Other (please specify e.g. parent, teacher etc): .....

If observer please give details: .....

**FOLLOW-UP**

**1. Incident discussed with (please circle):**

Those involved?            Staff of school (class teacher/staff meeting)?            SMT?

External agencies?    Governors?                            Pupil's parents?                            PTFA?

**2. Was the incident confirmed as racist?**

- Yes
- No

**3. What action was taken to prevent future incidents?**

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**4. Was the victim informed of action taken?**

- Yes
- No

**5. Were parents/carers informed of the incident?**

- Yes
- No

**6. Outcome:**

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.....

.....

**Signature:** ..... **Post held:** .....

**Signature (Headteacher):** ..... **Date:** .....

For further advice about dealing with racist incidents please contact:

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