

SIR GRAHAM BALFOUR



SCHOOL

RACE EQUALITY POLICY

*learning
working
together
succeeding*

SIR GRAHAM BALFOUR POLICIES AND PROCEDURES

CHANGE CONTROL

Date	Issue	Details of change
<i>13.03.06</i>	<i>1.0</i>	<i>Initial release</i>

AUTHORISATION

Approved at Full Governors' Meeting on 13th March 2006.

Signed:

Chair of Governors

Date:

SIR GRAHAM BALFOUR POLICIES AND PROCEDURES

SIR GRAHAM BALFOUR SCHOOL **RACE EQUALITY POLICY**

Race Equality Policy

Race equality is the moral and social goal for people of all races. Sir Graham Balfour aims to promote race equality and appreciates racial and cultural differences as factors that enrich our school community as well as wider society. The entire staff is expected to promote race equality. Therefore staff receive training on racial discrimination, harassment and stereotyping and are given strategies to counter them. They are also encouraged to promote understanding and regard for our diverse cultures and heritage.

Student attainment and progress – Sir Graham Balfour will compare the progress of ethnic minority students against that of other students in the same and in other ethnic groups. The school will investigate and address the reasons for any disparities, working in partnership with outside agencies to support ethnic minority students where necessary.

Teaching and Learning – The school will seek to make sure that lessons draw on the background and experiences of all students about world cultures and history to encourage understanding and respect for people of all races. The school will promote positive images of ethnic minorities and their contribution to modern Britain, and encourage students from different ethnic groups to work together. Displays of work and special events will be used to promote cultural diversity. Every effort will be made to ensure that resources, teaching styles and assessment results are used in ways that make sure all students enjoy equal opportunities to make progress.

Pastoral care and school ethos – The school will ensure that all staff have an understanding of the culture and needs of the ethnic minority students and their families. It will also expect all students to play their part in them to identify and challenge racism. The school will act to remove any obstacles that prevent ethnic minority students and their parents from making the most of the opportunities offered by it. The school will monitor the participation of students from different ethnic groups in extra-curricular activities, and try to develop new activities if there are disparities.

The school respects the rights of students to be absent for the observance of religious festivals; however, as with all absences, the Headteacher will make the final decision.

Student behaviour, discipline and exclusion – Sir Graham Balfour will address any disparity in the attendance of different ethnic groups. It will also monitor, by ethnic group, the use of rewards and sanctions and make sure they are used fairly and equally with students, irrespective of their ethnic background.

Staff recruitment and career development – Recruitment and selection will strive for equal opportunities and will be mindful of the benefits of students' ethnic backgrounds being reflected in the ethnicity of staff, so that all students have positive role models in school. Job advertisements and information about the school should not discourage applications from ethnic minorities because of the way in which posts or the school are described. Monitoring will ensure that ethnic minority staff have equal access and involvement in staff training.

Effective Date: 14th March 2006

Race Equality Policy

Issue: 1.0

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Racist incidents – A member of the Leadership Group (the Pastoral Deputy Head) is responsible for race equality and dealing with racist incidents. The policy describes how the school will respond to racist incidents to prevent them recurring. This includes racist behaviour by all adults on the premises, as well as students. In all cases, the school's response seeks reconciliation and an assurance that the behaviour will not be repeated.

Monitoring – The policy will be monitored by the nominated member of the Leadership Group and by a delegated school governor.

Racial Discrimination, harassment and stereotyping

A **racial group** is a group of persons defined by reference to colour, race, nationality or ethnic or national origins. By way of example, Jews are a member of racial groups as are Sikhs, Gypsies, the English and the Scots. The definitions below use the term "racial grounds". These are any of the following grounds: colour, race, nationality or ethnic or national origins.

Direct racial discrimination occurs when someone is treated less favourably on racial grounds than other people. To apply criteria that are not in themselves racial, but whose fulfilment depends directly upon a person's race, will normally amount to direct discrimination.

Indirect racial discrimination occurs when a condition or requirement is applied equally to people of all racial groups, but many fewer people of a particular group are able to comply with it. Such indirect discrimination is unlawful when it cannot be justified other than on racial grounds.

Harassment can be defined by the use of 'threatening, abusive or insulting words or behaviour'.

Racial harassment is a general term covering a wide range of unacceptable, and often unlawful, behaviour. It may constitute persistent racial abuse and aggravating behaviour but there are other, subtler forms of harassment that are equally distressing and that create an intimidating and unpleasant atmosphere in school:

- Racist 'jokes', banter, insults, taunts, abusive jibes, literature, and graffiti.
- Excluding people from conversations or shunning people because of their race, colour, nationality or ethnic background.
- Making racist insinuations.
- Being condescending or deprecating about the way people look or speak.
- Picking on people.

Racial harassment is unwanted conduct of a racial nature, or other conduct based on race affecting the dignity of people in school. Racial harassment can be a nightmare for those who are its victims. Living in a state of permanent anxiety can destroy people's self-confidence, their powers of concentration, their health, their peace of mind, and their trust in other people in school. Racial harassment also has damaging consequences for the school as a whole. It sows divisions, and poisons the atmosphere for everyone.

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Racial harassment may be deliberate and conscious. But it can also be unintentional. 'I meant no offence', or 'It was just a joke' is a common, sometimes genuine, protest when someone has been oblivious to another person's feelings or sensitivities. While the intention of the perpetrator may provide an explanation for the harassment, it can never be an excuse.

Racial stereotyping means generalising about a racial group in ways that deny the individuality of members of the racial group and lead to a simplistic and distorted understanding and image of member of that race. This is a form of racism in that it discredits the racial group by reducing it to a limited number of (often exaggerated) characteristics.

Dealing with racism and racial harassment

The school will deal with racist incidents, racial discrimination and racial harassment firmly and consistently:

- All staff are expected to deal with incidents involving racism (including prejudice and stereotyping), racial harassment and racist name calling whenever they occur. It is important to understand that because of racism, a particular dimension is added to everyday teaching and the management of students' behaviour. Staff must be alert in order to recognise a 'race dimension' on issues.
- Students are encouraged to identify racism, racial discrimination and racial harassment. They are expected to report all such incidents immediately to a teacher, who will inform the appropriate House Head as soon as possible. The House Head then informs the member of the Leadership Group who has overall responsibility for promoting race equality and dealing with racist incidents. They will investigate incidents and take action to prevent the incident from recurring.
- Incidents will be investigated within two working days.
- All racist incidents and complaints of racial discrimination and harassment against staff or students will be formally recorded, as will their resolution. Student and Community Governors will be informed in the Deputy Headteacher's report. The LEA will be informed on the requisite form (attached to the end of this policy).
- The effectiveness of action taken to address racist incidents will be monitored and assessed.
- The Headteacher is responsible for dealing with any racist incident involving school staff and other adults.

The school will respond as follows to racist incidents:

- Where students are perpetrators, they will be punished, e.g. by detention or internal or external exclusion, depending on the severity of the incident. They will be required to work through tasks that will help them to consider the impact of their actions and prevent re-offending. They will be invited at the end of this process to apologise to the victim. Their parents will be informed and invited into school to discuss the incident. Students who are victims will be supported by the Leadership Group member responsible for dealing with racism and by the House Head and House Tutor, who is expected to foster House Group support for the victim.

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- Staff have a legal right to protection from racism and racial discrimination, harassment, prejudice, stereotyping or racist remarks at work. If a member of staff is the perpetrator, the school's disciplinary procedures will come into operation. If a member of staff is the victim, a student perpetrator will be dealt with as described above and the student may be permanently excluded if the racist behaviour persists. A visitor or parent against whom a member of staff lodges a complaint of racist behaviour will be contacted by the Headteacher and an apology sought with the reassurance that the behaviour will not be repeated. Steps will be taken to ensure that the member of staff does not come into contact with the person against whom the complaint is lodged, unless by agreement. If the racist behaviour continues, legal action will be taken to prevent the parent or visitor coming into school.
- Where parents or visitors to the school are perpetrators, they will be asked to stop the racist behaviour immediately and the school's stance will be explained. If they do not, they will be asked to leave the premises and police support will be summoned if necessary. If visitors are representing a company or outside agency, the visitor's action will be reported to the company or agency. Where parents or visitors to the school are victims, the school will apologise and seek to heal the damaged relations, dealing with pupil or staff perpetrators as described above.
- Where governors exhibit racist behaviour, an apology will be sought. If the racist behaviour continues or is repeated, they will be asked to resign or will be removed from office by the procedures within the legal framework covering school governance.

In all cases, racist behaviour should lead to an assurance that the behaviour will not be repeated and ultimately to reconciliation.

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**Report of Racist Incidents
Involving Members of the School Community**

"A racist incident is any incident which is perceived to be racist by the victim or any other person"

This form is regarded as confidential between the school and County Council Education Service. General statistical information, in aggregated form, may be extracted for reports to committees and outside agencies. Only in exceptional circumstances, following consultation with the school, will any other details be released.

School/Educational Setting: _____ **Date of incident:** _____

Location of incident:

- | | | | |
|-----------------------------------|--------------------------|-----------------------------------|--------------------------|
| Inside school/classroom | <input type="checkbox"/> | Just outside school | <input type="checkbox"/> |
| Outside on playground/sportsfield | <input type="checkbox"/> | Away from school e.g. school trip | <input type="checkbox"/> |
| Travelling to/from school | <input type="checkbox"/> | Other: | |

Information on those involved:

Personal Information

	Victim	Perpetrator
Pupil(s)	<input type="checkbox"/>	<input type="checkbox"/>
Outside person (including parent)	<input type="checkbox"/>	<input type="checkbox"/>
Teaching Staff	<input type="checkbox"/>	<input type="checkbox"/>
Support staff	<input type="checkbox"/>	<input type="checkbox"/>
Unknown	<input type="checkbox"/>	<input type="checkbox"/>
Gender	M/F	M/F
Age/year group	—	—

Ethnicity

White:

	Victim	Perpetrator
British	<input type="checkbox"/>	<input type="checkbox"/>
Irish	<input type="checkbox"/>	<input type="checkbox"/>
Traveller of Irish heritage	<input type="checkbox"/>	<input type="checkbox"/>
Gypsy/Roma	<input type="checkbox"/>	<input type="checkbox"/>

Any other: _____

Victim Perpetrator

Asian

or Asian British:

Indian	<input type="checkbox"/>	<input type="checkbox"/>
Pakistani	<input type="checkbox"/>	<input type="checkbox"/>
Bangladeshi	<input type="checkbox"/>	<input type="checkbox"/>

Any other: _____

Mixed or

shared heritage:

White and Black Caribbean	<input type="checkbox"/>	<input type="checkbox"/>
White and Black African	<input type="checkbox"/>	<input type="checkbox"/>
White and Asian	<input type="checkbox"/>	<input type="checkbox"/>

Any other mixed background: _____

Chinese

Traveller

Any other ethnic group:

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

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Black or Black British:

Caribbean

African

Refugee/

Asylum Seeker

Looked After Child

Any other: _____



Summary nature of incident:

Derogatory name-calling, insults, racist jokes, language

Verbal abuse and threats

Ridicule of an individual for cultural or religious differences

Racist comments in the course of lessons or other activities

Refusal to co-operate with others on racial grounds

Racist graffiti

Provocative behaviour such as wearing racist badges or insignia

Bringing racist material into the school or educational setting

Inciting others to behave in a racist way

Distributing racist material

Physical assault which is racially motivated

Other _____

Please describe the event briefly if it will aid understanding:

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To be completed by designated member of staff:

Action taken:

- Counselling of one and/or both parties
- Discussion with both parties
- Fixed term exclusion
- Other sanctions - eg detention, isolation
- Any other - eg apology, circle time, peer support/mentoring

Please give more details if needed of actions taken:

- Has there been contact with parent(s)/carer(s) of victim? Yes No
- Has there been contact with parent(s)/carer(s) of perpetrator? Yes No
- Further help required from SEU/QLS? Yes No
- Has this incident been reported to any other agency? Yes No

Please name agency:

Signed: _____ Designation: _____

Return to:

Officer for Equal Opportunities, Kingston Centre, Fairway, Stafford ST16 3TW