



THE SAINTS FEDERATION



Reporting and Recording Racist Incidents Policy

Document Control

Organisation	The Saints’ Federation All Saints’ Church in Wales Primary School St David’s Church in Wales Primary School St Mellons Church in Wales Primary School
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Signed by Chair of Governors on behalf of the Governing Body
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Signed by the Executive Headteacher:
.....

Date approved: (by full Governing Body)

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Policy Statement

The Saints' Federation are committed to providing a caring, friendly and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Racism and racist incidents are unacceptable and will not be tolerated.

All incidents will be taken seriously, recorded, investigated and responded to appropriately.

This policy supports our commitment to equality and inclusion and reflects the Welsh Government's aim of creating an **Anti-Racist Wales by 2030**.

Definition of a Racist Incident

We adopt the definition arising from the Stephen Lawrence Inquiry:

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

This includes incidents regardless of whether the behaviour was intentional.

Types of Racist Incident

Racist incidents can include:

- Verbal abuse, racist name-calling or derogatory remarks
- Physical assault
- Racist graffiti
- Provocative behaviour such as wearing racist badges or insignia
- Bringing racist material into school
- Written comments (e.g. in exercise books)
- Attempts to recruit others to racist organisations or groups
- Ridicule of an individual for cultural differences
- Refusal to cooperate with others on the grounds of race, ethnicity, culture or religion

Procedure for Dealing with Racist Incidents

All staff have a responsibility to respond to incidents promptly and appropriately.

Immediate Response

- The incident should be taken seriously and dealt with immediately, and a member of staff should seek support from a member of the Senior Leadership Team where necessary.
- Staff must make clear that racist behaviour is unacceptable
- The victim should be supported and reassured
- The incident must not be ignored or trivialised

Investigation

An SLT member should lead this and ensure that they:

- Listen to all parties
- Address underlying issues, e.g. an incident may not be racial in origin; it might be a general dispute in which racist abuse has been used. If this is the case, the original issue should be sorted out as well as the use of the unacceptable behaviour that made it a racist incident
- Make sure race issues are covered; do not just treat incidents as a case of bullying – be able to explain why it is a racist incident if you judge it to be such
- Reinforce school's position and rules on racism
- If it is judged not to be a racist incident this **MUST** be explained to the parties involved. The incident might still be an infringement of the school's behaviour policy which needs a response.

Outcome

Actions taken may include:

- Application of sanctions in line with the Behaviour Policy

- Follow through with both victim and perpetrator.
- Address the perpetrator's racist behaviour and correct racist misconceptions.
- Reinforce the school's position and rules on racism.
- Bring both parties together and give them a chance to be involved in resolving the situation with a restorative approach
- Contact parents/carers of both the victims as well as the perpetrators. Inform parents/carers about the incident and the action the school is taking.

Recording and Reporting

All racist incidents must be recorded.

The school will:

- Record incidents on My Concern
- Inform senior leadership
- Incidents shared with the Local Authority in line with guidance
- Records will be monitored to identify patterns or trends.