



**BRETHERTON ENDOWED CE PRIMARY SCHOOL**  
**Dealing with racist incidents**

*"Walking in the footsteps of Jesus with our Christian family, we learn, grow, achieve and flourish together in God's love."*

**This policy is for Bretherton Endowed CE Primary School and The Hub, Bretherton Endowed Out of School Provision.**

### **Dealing with and Handling Racist Incidents in School**

The Race Relations (Amendment) Act 2000 requires that we take active steps to eliminate unlawful racial discrimination, to promote equality of opportunity and to promote good race relations between persons of different racial groups. We take a positive approach to this duty through our equality policy and taking steps to build cohesive communities through our curriculum, teaching practices and staffing arrangements.

We do not discriminate against anyone, be they staff or pupil, on the grounds of their sex, race, colour, religion, nationality, ethnic or national origins. This is in line with the 1976 Race Relations Act and covers both direct and indirect discrimination. We ensure that all recruitment, employment, promotion and training Dealing With Racist Incidents Policy occur, we would act immediately to prevent any repetition of the incident.

The governing body has set out its commitment to eliminate racism in this policy statement, and it will continue to do all it can to ensure that all members of the school community are treated fairly and with equality. The governing body ensures that no child is discriminated against whilst in our school on account of their sex, religion or race. If a child's religion affects the school uniform, then the school will deal with each case sensitively and with respect for the child's cultural traditions.

It is the head teacher's role to implement the school's Dealing with Racist Incident policy and is supported by the governing body in so doing. It is the head teacher's role to ensure that all staff are aware of the school's Dealing with Racist Incidents policy, and that teachers apply these guidelines fairly in all situations.

In the event that racist incidents take place in school, we have a duty and responsibility to deal with these effectively. A racist incident is defined as 'any incident which is perceived to be racist by the victim or any other person'.

The definition is such to prevent pre-judging the circumstances and nature of the offence.

Racist behaviour can be manifest in various forms, for example:

Physical assault

Physical intimidation

Verbal abuse

Insensitive/inappropriate remarks

Racist graffiti

Written comments/drawings

Abuse of/damage to personal property

## Non-cooperation/disrespect

In dealing with and handling any such incidents that might arise, we work to the guidance from Lancashire County Council. This defines levels of offence, and the appropriate body to handle them.

Lower level incidents we will handle within the school. However, incidents which are defined as crimes, we are duty bound to report to the Police Authority.

In following these procedures, we will record all racist incidents that are investigated, and any actions undertaken.

## Reporting Racist Incidents

We make available a reporting form to any member of the school community so that any racist incident may be reported to us. The Headteacher will receive and handle all such reports and inform the Governors of the School and the number of incidents will be reported in the Head Teacher's termly report.

Upon the receipt of a reported possible racist incident, the Headteacher and management of the School will determine with immediate priority whether the incident constitutes a matter of child protection (the determination is whether the child or young person is likely to suffer 'significant harm' – as defined by The Children Act 1999). If the issue is of child protection, it would be immediately referred to relevant school staff member responsible for such issues, and procedures followed as determined in our Safeguarding Policy.

If the incident does not constitute a child protection issue, then an internal investigation will take place to establish whether the incident occurred, and whether the motivation was racist. Upon determination, and conditional on the severity of the incident, the school will take appropriate action with both the victim and the perpetrator and involve outside agencies as appropriate.

Where relevant, other policies within the School may be used to handle any alleged incidents. Our Anti- Bullying Policy, Child Protection Policy and staffing procedures are all related.

Adopted by the Governing Body of Bretherton Endowed CE Primary School.

Adopted : Sept 2025

To be reviewed no later than the end of 2027

**All aspects of our policy intends to comply within the Data Protection ( GDPR) legislation.**



Headteacher : Mrs Alison Moxham

Chair of Governors : Mrs P Aspden

[www.brethertonschool.org.uk](http://www.brethertonschool.org.uk)

## Appendix 1

### **Example of process in Primary School**

Victim:

Perpetrator:

#### **Brief Description of Incident:**

#### **Initial Response**

- Treat the issue seriously.
- Respond immediately (context dependent).
- Reinforce school's position and rules on racism.
- Ensure victim is sensitively supported. Make sure victim understands that they are not responsible for the incident.
- Counsel perpetrator sensitively explaining that the concerns are about what they have said and not about them personally.

#### **Record**

- Formally report the incident using the school policies and procedures.
- Check if pupils have been involved in previous reported incidents.

#### **Follow up**

- Inform parents/carers and invite them into school to discuss the incident. Reinforce the school's position and rules on racism.
- Make sure race issues are covered – do not just treat incidents as a case of simple bullying – be able to explain why it is a racist incident if you judge it to be such.
- Embed practice by looking for opportunities in the curriculum that enable the pupils to discuss similarities and differences.

#### **Monitor the impact of the situation**

- After a reasonable length of time hold a discussion with the pupils to discover if the perpetrator now understands the impact of his/her actions.

# Bretherton Endowed CE Primary School – Policy Document

## RACIST INCIDENT REPORT FORM – PAGE 1

School Name: \_\_\_\_\_

School Number: \_\_\_\_\_

Date of Incident: \_\_\_\_\_

### Perpetrator

Please tick the relevant box(es)

Pupil/Pupils

Outside Person(s) Inc. Parents

Teaching Staff

Support Staff

Unknown

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

Please Indicate Gender and Yr Group

Male

Female

Year Group

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

Please tick the box below if

Parents/carers Informed

<input type="checkbox"/>
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Please tick the relevant box(es)

White

British

Irish

Traveller of Irish heritage

Gypsy/Roma

Any other White background

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

Black or Black British

African

Caribbean

Any other Black background

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

Mixed

White and Black Caribbean

White and Black African

White and Asian

Any other Mixed background

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

Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian background

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

Chinese

Any other Ethnic background

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

### Victim

Please tick the relevant box(es)

Pupil/Pupils

Outside Person(s) Inc. Parents

Teaching Staff

Support Staff

Victimless Incident

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

Please Indicate Gender and Yr Group

Male

Female

Year Group

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

Please tick the box below if

Parents/carers Informed

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

Please tick the relevant box(es)

White

British

Irish

Traveller of Irish heritage

Gypsy/Roma

Any other White background

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

Black or Black British

African

Caribbean

Any other Black background

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

Mixed

White and Black Caribbean

White and Black African

White and Asian

Any other Mixed background

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

Asian or Asian British

Indian

Pakistani

Bangladeshi

Any other Asian background

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

Chinese

Any other Ethnic background

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

Please give further details of the incident overleaf

**RACIST INCIDENT REPORT FORM – PAGE 2**

Nature of Incident	
Verbal abuse	
Violence	
Provocative behaviour	
Graffiti	
Possession/distribution of racist material	
Other	

Brief description of Incident

Action Taken

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Headteacher

Please send completed forms to:

Wayne Marland (Principal Adviser)  
Lancashire School Effectiveness Service  
Directorate for Children and Young People  
County Hall  
PRESTON  
PR1 8RJ

Tel: 01772 531555  
Fax: 01772 531525

Please retain a copy for your records and use supplementary sheets as necessary.