



# University Academy Holbeach

*Principal: Steve Baragwanath B.Sc. (Hons.)*

## **Anti-Discrimination Policy September 2018**

To be reviewed every year  
Review date: September 2019

This policy closely links with the Behaviour and Anti-Bullying Policy which clearly states our zero tolerance approach to any forms of discrimination or prejudice related behaviour.

Discriminatory incidents will include any such incidents related to the following nine protected characteristics as referred to in the Equalities Act 2010

<b>Age</b>	<b>Disability</b>	<b>Gender re-assignment</b>		<b>Marriage and Civil Partnership</b>
<b>Pregnancy &amp; Maternity</b>	<b>Race</b>	<b>Religion or Belief</b>	<b>Sex</b>	<b>Sexual Orientation</b>

### **PRINCIPLES**

- The School will use all the powers and resources at our disposal to eliminate prejudice related incidents
- The School will ensure that any complaint of prejudiced related harassment is promptly investigated and that everyone is aware of his/her responsibility and the procedures to challenge and report it when it occurs
- The School will work with parents, communities and other agencies to ensure that it is clearly understood that discrimination in any form is unacceptable.
- The School aims to provide an atmosphere where everyone is valued and any discrimination is always challenged.

## **WHAT IS A DISCRIMINATORY/PREJUDICE RELATED INCIDENT?**

An incident that is perceived to be discriminatory by the victim or any other person.

Discrimination happens when someone is treated less favourably within the nine protected characteristics as listed in the Equalities Act 2010 (known as direct discrimination), or when a policy, practice or process puts someone at an unfair disadvantage (known as indirect discrimination). Incidents might include:

- Verbal or Physical threats
- Insulting, abusive, embarrassing or patronising behaviour or comments
- Humiliating, intimidating, demeaning and/or persistent criticism
- Open hostility
- Isolation or exclusion from normal work or study place, conversations or social events
- Publishing, circulating or displaying pornographic, racist, sexually suggestive or otherwise offensive pictures or other materials
- Unwanted physical contact, ranging from an invasion of space to a serious assault, and suggestive comments or body language
- Alleged discrimination in the failure to provide a service
- Discriminatory graffiti

(The above list is not exhaustive)

## **PROCEDURES FOR DEALING WITH DISCRIMINATION/PREJUDICE RELATED INCIDENTS?**

### **RECORDING INCIDENTS**

All Discriminatory or Prejudice Related incidents will be recorded. The incident should be reported to the Senior Management Team (SMT).

The person reporting or recording an incident will provide details including:

- date, time and place of incident;
- type of incident;
- person(s) involved;
- actions (including sanctions) taken.

### **SUPPORTING VICTIMS**

The School is aware of the barriers that exist to making a complaint of discriminatory harassment and wishes to encourage all involved with the School to feel confident that they can raise matters of concern.

All staff must be aware of the priority attached to responding promptly to complaints of discriminatory harassment and to supporting victims. No incidents should occur without the School's commitment to anti-discrimination being made clear to the victim.

Any complaints of discriminatory harassment should be referred to a member of the Leadership Team who will take responsibility for ensuring that there is an appropriate response.

Where no formal complaint is made but a member of staff is aware that harassment is taking place, the matter should be referred to a member of the Senior Management Team.

Where the member of staff witnesses an incident she / he must make absolutely clear the School's attitude to anti-discrimination and offer support to the victim.

Anyone who makes a complaint has the right:

- to support from someone of their own choosing;
- to interpretation facilities where necessary or where requested;
- to information on the action that has been taken and other sources of assistance that are available.

Parents / carers will be informed and involved. The school will ensure that parents' wishes and needs are taken seriously.

### **DEALING WITH PERPETRATORS**

These general procedures will be followed when dealing with perpetrators:

- The incident will not be ignored or go unchallenged. There will be a clear explanation that the conduct is unacceptable within the School's disciplinary code.
- Sanctions and / or counselling appropriate to the seriousness of the incident will be provided.
- Graffiti will be removed promptly. Discriminatory materials, badges and insignia are illegal and will be removed and destroyed.
- The Principal will be informed if the incident is serious and the parents / carers of the perpetrator will be informed.
- Where a decision is taken to exclude a pupil, the matter will be dealt with in accordance with the exclusions procedures.

### **IN CASES INVOLVING VOLUNTEERS, PARENTS/CARERS OR OTHER ADULTS:**

- The incident should be reported to the Principal.
- The procedure for making a formal complaint will be made known to the complainant(s).
- The Principal will investigate the case and take appropriate action.

In cases involving a member of staff the matter will be handled in accordance with the School's disciplinary procedures and will therefore be referred to the governing body.

### **FOR OFFENCES THAT TAKE PLACE OFF SITE THE FOLLOWING PROCEDURES SHOULD BE FOLLOWED:**

**Should an incident occur off-site during, for example, a school visit, the following procedures should be followed:**

- the protection of pupils and learners is the first priority and staff should seek to secure that;
- incidents that involve physical assault should be reported to the police as soon as practical and their assistance sought;
- aggressive or provocative action should be avoided;
- perpetrators should be clearly warned that their behaviour is unacceptable and is likely to be reported to the police;
- a full report must be made to the Principal as soon as possible;

- the parent/carers of children involved in the incident will be informed about the incident and the action taken;

### **FOLLOWING UP AN INCIDENT AND DEALING WITH ITS IMPACT ON THE SCHOOL COMMUNITY**

Extra vigilance should be applied following serious incidents. In particular there should be alertness to:

- patterns of absence;
- outbreaks of graffiti;
- the presence of discriminatory literature, badges and insignia.

There should be increased alertness when students are arriving or leaving and when they are moving between buildings and lessons and at break times. Every opportunity should be taken to remind the pupils of the School's code conduct (Behaviour and Anti-Bullying Policy and Commonality of Practice). Rumours should be promptly challenged.

The school will reflect on the views of pupils, parents/carers and staff when reviewing the policy.