

POLICY FOR DEALING WITH SEXIST, HOMOPHOBIC AND TRANSPHOBIC INCIDENTS

Rationale

The purpose of this policy is to create a learning community characterised by empathy, understanding and harmony across boundaries of race, ethnicity, gender, sexual orientation and gender identity where difference are recognised and respected. Procedures are in place to enable us to deal with racist, sexist, homophobic and transphobic incidents.

Policy

The governors recognise that acts of sexist, homophobic or transphobic bullying are against the law, and seek to make young people, staff, parents and visitors aware that racial and sexual harassment, bullying, abuse, graffiti and other sexist, homophobic and transphobic behaviour will be challenged.

A sexist, homophobic or transphobic incident is defined as an incident which has been perceived to be sexist, homophobic or transphobic by the victim or any other person.

Guidelines

In order to foster an ethos of empathy, respect and understanding the governing body will ensure that:

- 1 Students, staff, parents and visitors are made aware that sexual harassment, bullying, abuse, graffiti and other sexist, homophobic or transphobic behaviour, in any part of the school, and by students travelling to and from school, will be challenged and will not be tolerated.
- 2 Where appropriate any incidents relating to sexist, homophobic or transphobic behaviour will be dealt with through the school's disciplinary procedures
- 3 A curriculum is promoted which is explicit in enabling students to understand human sexuality and gender identity, learn respect for themselves and others and challenging sexist, homophobic and transphobic behaviour.
- 4 The following could constitute misconduct of a sexist and/or homophobic and/or transphobic nature:
 - physical assault
 - sexist, homophobic or transphobic graffiti
 - derogatory name calling
 - sexist, homophobic or transphobic insults
 - sexist, homophobic or transphobic jokes
 - comments which are offensive on grounds of gender, sexual orientation or gender identity
 - drawings which are offensive on grounds of gender, sexual orientation or gender identity

- bringing to school, material which is sexist, homophobic or transphobic, including leaflets, comics or magazines
 - using ICT to access resources of a sexist, homophobic or transphobic nature
 - wearing sexist, homophobic or transphobic tattoos, badges or insignia
 - extortion
 - intimidation
 - using threatening words
 - using taunts
 - using ridicule
 - theft
 - damage to personal property
 - incitement of others to behave in a sexist, homophobic or transphobic manner
 - verbal abuse.
- 5 With some sexist, homophobic or transphobic incidents, it may not be necessary to conduct an investigation. However, the nature of the sexist, homophobic or transphobic incident should be recorded.

Student Related Issues

- 1 Students are empowered to report sexist, homophobic or transphobic incidents within a framework that recognises the right of the student to be heard.
- 2 All areas within the school environment are safe for students and tolerant and respectful relationships are promoted within the school community.
- 3 The student(s) who initiated the incident should be provided with the opportunity to learn from it. In some instances, for example where sexist, homophobic or transphobic behaviour arises out of ignorance, opportunities to raise awareness of the impact of their actions on others will be provided. It may be appropriate to involve the parent or carer of the person who initiated the incident.
- 4 Appropriate support should be given to the student(s) subject to the sexist, homophobic or transphobic incident. The wishes of the student should be respected, where the issue arises of whether or not to inform the student's parent or carer. Confidentiality should be maintained, except where there is an issue associated with safeguarding. Where action is taken in relation to the person who initiated the incident, this should be pursued with sensitivity to the potential consequences for the student(s) subject to the incident.

Staff Related Issues

- 1 All staff, including administrative and support staff, are familiar with, and able to implement, the procedures for dealing with and recording sexist, homophobic or transphobic incidents.
- 2 All staff are vigilant with regard to behaviour among students, and look out for, and respond appropriately to, incidents of a sexist, homophobic or transphobic nature.
- 3 Active steps are taken to protect staff from sexist, homophobic and/or transphobic bullying or harassment by students, parents/carers, visitors and other staff.

- 4 Good practice and effective strategies for dealing with sexist, homophobic and/or transphobic incidents are shared between staff.
- 5 Staff effectiveness in dealing with sexist, homophobic or transphobic incidents is monitored and evaluated.

Complaints Against Staff

All sexist, homophobic and/or transphobic incidents and complaints of sexual discrimination and sexual harassment against staff are recorded and investigated within two weeks.

All staff have access to the school's grievance procedures in the event of being subject to sexist, homophobic or transphobic incidents, including sexual discrimination and sexual harassment.

If the Head Teacher has initiated a sexist, homophobic or transphobic incident, this will be investigated by the chair of the personnel committee, with appropriate personnel advice. The Head Teacher will be subject to the same rights and expectations as other members of staff at the school.

Monitoring and Reporting

Records will be kept of sexist, homophobic or transphobic incidents. This will enable the school to identify any patterns of behaviour.

School Records

All incidents perceived to be sexually motivated by any party should be recorded on the Sexist, Homophobic and Transphobic Incident Record sheets. These will be kept in Staff Files, Pastoral, Incident Logs. The names of those involved in an incident will not be recorded in staff files. A copy will be placed in the student's file.

The examination of these records on a regular basis by the Deputy Head (Pastoral) will provide the school with a picture of the frequency and nature of sexist, homophobic or transphobic incidents and give some indication as to how effectively the school is combating such behaviour.

Reporting sexist, homophobic and transphobic incidents

The school will provide annually, aggregated data to the governing body derived from the sexist, homophobic or transphobic incident forms. This data will be disaggregated in line with the categories provided on the forms. The governing body will use this, and other supporting information, to review the school's policy and procedures in dealing with sexist, homophobic and/or transphobic incidents.

Whilst all incidents will be recorded, not all will require investigation.

The Head Teacher will exercise professional judgement on whether it may not be appropriate to report a particular sexist, homophobic or transphobic incident to a parent or carer. This might be the case, for example, where an incident is trivial and where those involved accept it as such. This approach will avoid a situation arising where parents or carers consider such notification as

irksome because of its insignificance. The reason for not informing a parent or carer will be logged. However, should an individual student initiate a number of sexist, homophobic and/or transphobic incidents it may be appropriate to notify the parent or carer, even if the last incident in the series in itself seems trivial.

The Head Teacher will also exercise professional judgement on the circumstances in which it will be appropriate to give the student the opportunity to complete the form. This is in order to avoid situations arising where a student might feel that her/his response is being interpreted on her/his behalf.

The flow chart sets out the procedure for dealing with a sexist, homophobic or transphobic incident.

Governors

If a governor has initiated a sexist, homophobic and/or transphobic incident, the governing body will decide what action should be taken. Where a governor is subject to a sexist, homophobic or transphobic incident, the governing body will provide appropriate support and will decide on the nature of the investigation and the action to be taken following the investigation.

Action taken by the governing body should be consistent with the values, principles, policies and practice set out in this policy.

Visitors (including parents or carers)

Where a visitor (who might also be a parent or carer of a child at the school) has initiated a sexist, homophobic and/or transphobic incident, this will be reported to the Head Teacher who will take either or both of the following actions:

- inform the visitor that the school does not tolerate sexist, homophobic or transphobic behaviour
- instruct the visitor to leave the premises.

Monitoring, Evaluation and Review

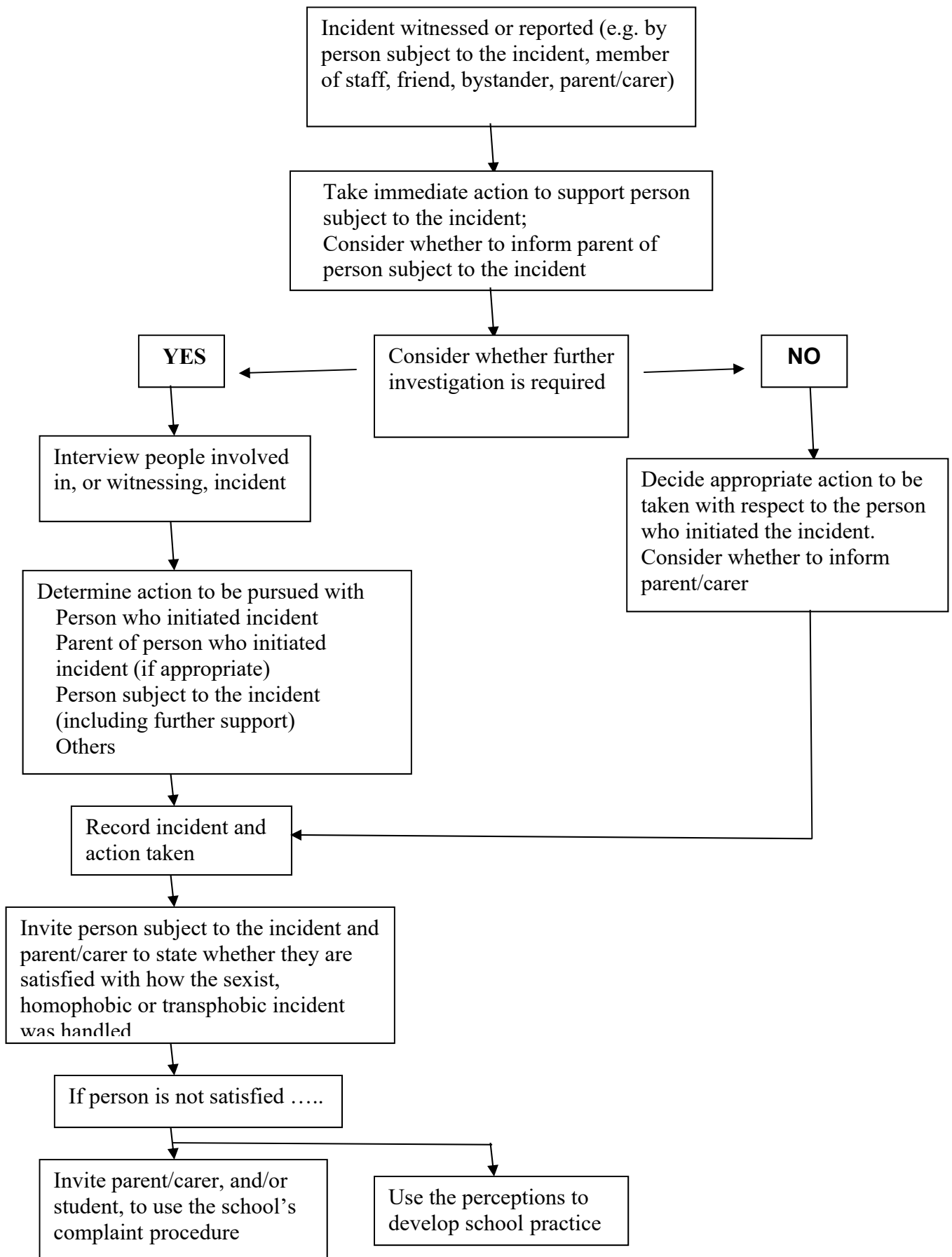
- 1 The Deputy Head (Pastoral) will monitor the policy annually.
- 2 The governing body through the Curriculum and Student Welfare sub-committee will triennially review and evaluate the effectiveness of the policy. Where necessary an action plan will be agreed to overcome any deficiencies.

Dissemination of the Policy

This policy is available on the school website, on request to parents, the LA and OFSTED through the Head Teacher. Staff will have access to the full policy in Staff files.

Date approved by governors	2020
Date for review	2023

Summary Procedure for Dealing with Sexist, Homophobic and Transphobic Incidents



SEXIST, HOMOPHOBIC and TRANSPHOBIC INCIDENT RECORD: STUDENT

This form applies to sexist and homophobic incidents which are initiated by students

SCHOOL: _____ **Date of Incident**

Student responsible for
incident

Name _____

Yr group _____ G

Name _____

Yr group _____ G

Name _____

Yr group _____ G

Student subject to
incident

Name _____

Yr group _____ G

Name _____

Yr group _____ G

Name _____

Yr group _____ G

Parent/staff/other adult

Name

Gender _____

Was this a sexist, homophobic or transphobic incident?

Sexist incident

Homophobic incident

Transphobic incident

Report completed by: _____

A	Intimidation
B	Verbal incident
C	Refusal to co-operate with other(s) on grounds of gender, sexuality or gender identity
D	Violence, with sexist, homophobic or transphobic intent
E	Abuse of personal property with sexist, homophobic or transphobic intent
F	Sexist, homophobic or transphobic graffiti
G	Sexist, homophobic or transphobic propaganda
H	Persistent sexist, homophobic or transphobic harassment (please expand in space provided)

Discussion (one-to-one) with person initiating incident	Discussion with person subject to incident	Other support to person subject to incident	Onward referral through pastoral system	Discussion – person initiating incident, teacher and HoD/HoY	Letter to parent	Parental interview

Action taken to support person subjected to incident

If student sanction has been imposed (other than fixed term or permanent exclusion) please state what this was

Other characteristics of incident or action taken

Other relevant factors (eg does anyone involved have a history of initiating or being subject to sexist, homophobic or transphobic incidents?)

Please place a copy of this form in the school's sexist, homophobic and transphobic incidents file

SEXIST, HOMOPHOBIC AND TRANSPHOBIC INCIDENT RECORD: ADULT (INCLUDING GOVERNOR, HEADTEACHER, SCHOOL STAFF, VISITOR, PARENT)

This form applies to sexist, homophobic or transphobic incidents which are initiated by adults, and when adults and/or students are subject to such incidents.

SCHOOL: _____ **Date of Incident**

Adult responsible for incident: Name _____ Status (eg staff, visitor) _____ Gender _____

Organisation (where applicable):

Address:

Adult subject to incident: Name _____ Status (eg staff, visitor) _____ Gender _____

Address:

Student subject to incident: Name _____ Year Group _____ Gender _____

Record completed by: _____

A	Intimidation
B	Verbal incident
C	Refusal to co-operate with other(s) on grounds of gender or sexuality
D	Violence, with sexist, homophobic or transphobic intent
E	Abuse of personal property with sexist, transphobic or homophobic intent
F	Sexist, homophobic or transphobic graffiti
G	Sexist, homophobic or transphobic propaganda
H	Persistent sexist, homophobic or transphobic harassment (please expand in space provided)

Internal Investigation	Use of disciplinary procedures	Discussion with person initiating incident	Person initiating incident invited to leave premises	

Action taken to support person subject to sexist, homophobic or transphobic incident:

Other characteristics of incident or action taken:

Other relevant factors (eg does anyone involved have a history of initiating or being subject to sexist, homophobic or transphobic incidents?)

Please place a copy of this form in the school's sexist, homophobic and transphobic incidents file