

Policy for Responding to Prejudice-Related Incidents



Lead member of staff:	Bobbi-Ann Taylor (Office & HR Manager)
Local authority model policy or company written policy:	Company written policy
Required on the company website:	Yes
Revision date:	20/08/2026
Signed by:	B.Taylor

1. Aims

At Bouncing Statistics, we want to provide every opportunity for the community to learn to respect one another. We are aware of our responsibilities under the Equality Act 2010 to eliminate unlawful discrimination, harassment, and victimisation; advance equality of opportunity and foster good relations between people who share a protected characteristic and people who do not share it. We celebrate a wide range of ethnic groups, cultures, languages, and religious beliefs. We seek to be welcoming to all different types of people and families, and equally inclusive of people who have a disability and those who do not. This forms part of our wider work within schools in promoting the British Values of mutual respect and tolerance.

We recognise that prejudice-related incidents do happen, and we take them extremely seriously, recognising that they can cause harm to all those involved, as well as to our wider community. By effectively tackling prejudice-related incidents, we seek to create a positive environment for everyone and to safeguard the wellbeing of all customers and staff. In doing so, we aim to fully meet our obligations under the 2010 Equality Act.

The aims of this policy are to:

- establish an agreed definition of prejudice-related incidents.
- detail how we respond to, report, and monitor prejudice-related incidents.

This policy should be read in conjunction with our Equality & Diversity Policy and Antibullying Policy.

2. Defining Prejudice Related Incidents

At Bouncing Statistics, we define a prejudice-related incident as:

- any incident which is perceived by the victim, or any other person, to be prejudiced towards an individual, due to one or more of the protected characteristics.

We recognise the following protected characteristics, as outlined in the Equality Act 2010:

- age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

We will investigate, record, and report all incidents, including those that are reported to be unintentional. We recognise that just because someone did not intend to offend, it does not mean that the incident did not cause harm. Our response will always aim to educate so that everyone understands the potential harm which can result from such behaviour. Intention is important when considering the actions that need to be taken with the perpetrator, but a lack of intent does not prevent an incident from being considered prejudice-related.

We recognise that prejudice-related incidents may take a range of forms, which include but are not limited to:

- use of prejudicial language; ridicule and jokes; verbal abuse; physical assault; graffiti or damage to property; discriminatory behaviour e.g., refusing to work with a person; incitement to behave in a prejudicial manner; bullying, including cyberbullying.

3. Prejudice-Related Incidents and Bullying

We recognise that:

- any person may be affected by bullying
- sometimes bullying is related to prejudice.

All incidents of prejudice-related bullying constitute a prejudice-related incident. However, not all prejudice-related incidents would constitute prejudice-related bullying. To determine if prejudice-related incident/s are bullying, refer to our definition of bullying:

- repetitive, intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. It can happen face-to-face or online.

(Antibullying Alliance definition).

We know that experiencing bullying can have a significant, negative and lasting impact on a person's emotional and mental wellbeing. We also recognise the negative impact that engaging in bullying behaviours or witnessing the bullying of another can have. See our Antibullying Policy for information about how we respond to reports of bullying.

4. Responding to Prejudice-Related Incidents

All prejudiced language or behaviour should be challenged and how that challenge is made will depend on the circumstances and severity of the incident, and on any previous similar incidents involving either the victim or perpetrator. The terms victim and perpetrator are used within this policy as they are terms

that are easily understood; however, care should be taken not to use these terms in front of involved parties.

When dealing with any possible prejudice-related incident, members of staff will:

- Treat every issue seriously – remembering that someone's perception is their reality at the time and that incidents should never be dismissed or ignored.
- Respond immediately – acknowledging that the incident has happened and offering support to the victim of the incident.
- Reinforce the company's position on discrimination and prejudice.
- Focus on the perpetrator's behaviour, rather than the person – making sure that they know that the behaviour is not acceptable.
- Ensure that witnesses know what behaviour was not acceptable and why. Prejudice-related incidents will always be properly investigated (by a class teacher or senior leader as is deemed most appropriate).
- The person investigating will offer immediate support to the victim, acknowledging their feelings, reassuring them that the matter will be treated seriously and ascertaining whether they have been the victim of prejudice on previous occasions.
- Ensure that both perpetrator and victim have a fair hearing and are given the opportunity separately to fully explain the incident.
- Approach witnesses to gain their accounts of the incident (in writing if appropriate)
- where appropriate, bring both parties together to give them a chance to be involved in resolving the situation.
- Determine whether the incident was indeed prejudice-related or not and ensure that the reasons why are explained to all parties involved.
- Give the perpetrator the opportunity to take responsibility for their actions and to try to repair the harm that they have caused.
- Address underlying issues.
- Ensure that all parties, including the witnesses, understand what is being done to address the incident and the reasons behind this.
- Inform relevant members of the senior team and parents/carers where this is deemed appropriate.
- Follow up with the perpetrator and victim after an agreed time to decide whether any further action is needed.

5. Recording and Reporting Prejudice-Related Incidents

Whenever a member of staff deals with an incident that may be prejudice-related, they should report that to the Designated Safeguarding Lead.

There may be occasions where a prejudice-related incident may need to be reported to the police as a potential hate incident or a potential hate crime. Police and the Crown Prosecution Service classify hate incidents as any incident which is perceived by the victim, or any other person, to be prejudiced towards an individual, due to disability, race, religion, transgender identity, or sexual orientation. If a crime may

have been committed the category of a potential hate crime may apply. As the age of criminal responsibility in England is 10 years old, this category is unlikely to apply if the perpetrator is under 10. Criminal offences might include behaviour such as malicious communications, assault, public order offences, criminal damage, harassment, or sexual assault.

If the perpetrator of a prejudice-related incident is a member of staff, the company's disciplinary policy will be followed. However, following a full investigation, this will still be recorded as a prejudice-related incident.

6. Roles and Responsibilities

Directors are responsible for:

- Ensuring that the company complies with equality legislation.
- Monitoring the frequency and pattern of any prejudice-related incidents and the actions taken.
- Ensuring that there are effective policies, procedures, recording and reporting systems in place for dealing with prejudice-related incidents.
- Ensuring that all prejudice-related incidents are dealt with effectively and that staff and customers receive appropriate support.
- Providing training and ensuring that all staff, customers, pupils and parents/carers are aware of their responsibilities.
- Monitoring the frequency and nature of prejudice-related incidents and the effectiveness with which the company tackles and seeks to prevent them.
- Reporting prejudice-related incidents to the Local Authority.

All other members of the support staff are responsible for:

- Challenging prejudicial attitudes and behaviours
- Complying with school policies and procedures
- Promoting equality through the curriculum
- Modelling respectful behaviour
- Responding to prejudice-related incidents according to company policy
- Reporting incidents when they occur.

7. Review

This policy will be reviewed regularly, considering the frequency and pattern of prejudice-related incidents within the company. This will take place at least every 2 years.

Appendix 1 – PRfE Form for Reporting Prejudice-Related Incidents

Date of incident: _____ Time of incident: _____

Type of incident (e.g. racist, homophobic): _____

Victim's Name:	
	Please complete as appropriate
Year Group	
Outside person (including parents/carers)	
Staff	
Support Staff	

Perpetrator's Name:	
	Please complete as appropriate
Year Group/ Age	
Outside Person (including parents/carers)	
Staff	
Support Staff	

Details of the incident:

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Action Taken:

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Have the parents of the victim been informed?	Yes / No
Have the parents of the perpetrator been informed?	Yes / No
Victim's ethnic origin (for Racist incidents)	
Perpetrators ethnic origin (for Racist incidents)	

Record completed by:

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Signature of designated member of staff:

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Date:

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**Date recorded on PRfE
system**

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