

NSW Department of Education Anti-Racism Policy

This policy commits the department to the elimination of all forms of racial discrimination in NSW Government schools. It applies to all NSW Public School employees and students, and has implications for each school community.

1. Objectives - Policy statement

1.1 The department rejects all forms of racism. It is committed to the elimination of racial discrimination in NSW Government schools – including direct and indirect racism, racial vilification and harassment – in all aspects of the learning and working environment.

1.2 No student, employee, parent, caregiver or community member should experience racism within the learning or working environment.

1.3 Eradicating expressions of racism in learning and working environments, and challenging the attitudes that allow them to emerge, is the shared responsibility of all NSW Public School staff.

1.4 All teaching and non-teaching staff contribute to the eradication of racism by promoting acceptance of Australia's cultural, linguistic and religious diversity, challenging prejudiced attitudes and ensuring that sanctions are applied against racist and discriminatory behaviours.

1.5 Schools have trained Anti-Racism Contact Officers and provide timely and professional responses to complaints regarding racism.

2. Audience and applicability

2.1 This policy applies to all staff employed in NSW Public Schools including NSW government schools and corporate offices. It also applies to students who attend government schools and has implications for each school community.

3. Context

3.1 The [NSW Anti-Discrimination Act \(1977\)](#) along with the [Commonwealth Racial Discrimination Act \(1975\)](#) make racial discrimination and vilification illegal in New South Wales. These Acts provide the legislative context and foundation for the Anti-Racism Policy of the department.

3.2 The [Multicultural NSW Act \(2000\)](#), the [NSW Government Plan for Aboriginal affairs, education, employment and accountability: OCHRE \(2013\)](#), the [National Framework For Values Education In Australian Schools \(2005\)](#) as well as the Department's [Aboriginal Education and Training Policy](#), [Code of Conduct Policy](#), [Multicultural Education Policy](#), [Student Welfare Policy](#) and the [Values in NSW Public Schools Policy](#) provide related requirements that complement the implementation of this policy.

3.3 The [Complaints Handling Policy Guidelines](#) establish the standard approach to resolving complaints about racism that must be used in all learning and working environments.

4. Responsibilities and delegations

4.1 The Deputy Secretary, School Operations and Performance is responsible for ensuring the implementation and monitoring of the policy and the inclusion of anti-racism education strategies and targets within the Department's [Multicultural Plan](#).

4.2 Executive Directors and Directors are responsible for examining practices and procedures that support NSW Government schools to ensure they are consistent with the policy.

4.3 Directors, Educational Services and the Director, Early Learning and Primary Education are responsible for ensuring the availability of training for Anti-Racism Contact Officers.

4.4 Principals are responsible for examining school practices and procedures to ensure they are consistent with the policy; nominating an Anti-Racism Contact Officer and ensuring they are trained; and including anti-racism education strategies in their school plans.

4.5 All staff are responsible for monitoring their own behaviour to ensure that it does not result in anyone experiencing racism.

4.6 All teachers are responsible for supporting students to develop an understanding of racism and discrimination and the impact on individuals and the broader community.

4.7 The Leader Equity is responsible for the publication and currency of the policy and support material, the provision of advice on the interpretation and implementation of the policy and the development of anti-racism strategies to be included in the Department's [Multicultural Plan](#).

5. Monitoring, evaluation and reporting requirements

5.1 The Deputy Secretary, School Operations and Performance will report annually, through the Department's Annual Report and the Multicultural Policies and Services Program (MPSP) Report, on anti-racism education achievements in NSW Government schools, including reporting on the progress of anti-racism strategies identified in the Department's [Multicultural Plan](#).

5.2 The Leader, Equity will monitor the implementation of the policy and [Multicultural Plan](#), and coordinate the development of the MPSP Report and MPSP Appendix for the Department's Annual Report, which will report on the progress of anti-racism education strategies in NSW Government schools.

5.3 Schools will report on the progress of anti-racism education strategies, identified in their school plans, through their Annual School Reports.

5.4 Schools are required to maintain records of complaints concerning racism and their resolution in accordance with the [Complaints Handling Policy Guidelines](#).

Implementing the Anti-Racism Policy at Illaroo Road Public School

Illaroo Road Public School will not tolerate racist behaviour of any description. We are committed to the elimination of racial discrimination - including direct and indirect racism, racial vilification and harassment - throughout the school in our structures, culture, curriculum, and in the teaching and learning environment.

- All teachers will put an end to acts of racism by applying consistent consequences.
- All staff are responsible for reporting any act of racism to the Anti-Racism Contact Officer (ARCO).
- The ARCO is responsible for maintaining a register which is used to record any complaints concerning racism at Illaroo Road PS.
- Any complaints about racism will be investigated by the ARCO.
- Victims of racist acts will be supported, and in the case of children, their parents will be informed of the incident.

Consequences of racist behaviour by students

- Perpetrators of racist acts will be recorded in the Anti-Racism Register and a letter will be sent to the child's parents informing them of the incident. Other consequences may also apply.

- If a second incident occurs within a school year, the child's parents will be asked to attend an interview with the stage supervisor and the ARCO, with the class teacher and student present if possible.
- If a third incident occurs within a school year, the child responsible for the act of racism will be suspended from school.
- The student responsible for an act of racism must write a letter of apology to the victim after any incident.
- If a serious act of racism occurs a student may be suspended from school immediately.

Anti-Racism Procedures at Illaroo Road Public School

The school anti-racism contact officer (ARCO), currently the Deputy Principal, has the responsibility for investigating any racist incidents in school and maintaining the anti-racism register.

Our complaints handling guidelines are as follows:

1. Making a complaint

Any person or group of people with a complaint should seek assistance from the nominated ARCO. The person or group of people making the complaint should have either directly experienced or observed the alleged racist behaviour or practice. They may approach any staff member to help them bring their complaint to the contact officer.

Parents/guardians may lodge a complaint on behalf of their child.

2. Accepting a complaint

The nominated contact officer will:

- Obtain the details of the complaint and take careful notes
- Inform the person(s) making the complaint of the process by which the complaint will be investigated and the confidential nature of that process; their right to be protected from victimisation for making the complaint; their right to approach an external body such as the Anti-Discrimination Board or Ombudsman.

3. Investigating the complaint

The ARCO will immediately refer the complaint to the Principal, who will appoint an executive staff member to investigate the complaint with the ARCO. They will:

- Interview the person(s) against whom the complaint is made and inform them of the investigation process and their rights.
- If appropriate, seek resolution of the issue by conciliation to the satisfaction of all parties.
- Prepare a written report for the Principal. If the Principal or Deputy Principal is the subject of the complaint, or if the complaint is about schoolwide practices, the complaint should be forwarded to the school education director for action.
- The report must be made within five working days of the contact officer receiving the complaint. If resolution through conciliation has not been possible, the report will include a clear recommendation on what action is to be taken.

Any of the parties involved in the above interview and conciliation process may bring another person to the meeting for support and should be made aware of this well ahead of time. Community groups should be represented by no more than two people, in addition to the person(s) making the complaint. Where any of the persons involved is of non-English speaking background or is hearing impaired, access to a professional interpreter, or other appropriate action must be offered.

4. Making a decision

The Principal or Deputy Principal will:

- Decide on appropriate action. This may include a further attempt to resolve by conciliation.
- Advise all parties of the action and the reasons for it. The action may include:

For employees

- Provision of a support program
- Requiring staff to participate in an anti-racism development program
- Formal disciplinary action
- Dismissal of the complaint as groundless

For students

- Provision of a student welfare program including, as appropriate, a stronger emphasis on anti-racist perspectives in the school's overall curriculum
- Disciplinary action within the context of the school's Fair Discipline Code
- Dismissal of the complaint as groundless

- Advise the person(s) who made the complaint and any individual(s) found to have acted in a racist manner, of their right to appeal and how to do so.
- If the complaint concerns a student, and is confirmed, the parents/carers will be informed. So too will the parents of the student who was the focus of the racist behaviour.

5. Appeal

Should the person(s) making the complaint, or the person(s) found to have acted in a racist manner, be unhappy with the decision, they may appeal to the next most senior officer. For example, if the decision was made by a principal, appeal can be made to the school education director.

Officers dealing with an appeal will:

- Review all the available materials
- Discuss the issues with the person making the appeal and any other relevant parties as appropriate
- Attempt to resolve the complaint through further conciliation and, if this is not possible, determine a course of action
- Advise all parties of the decision and the reason for it
- Deal with the appeal within ten working days

6. Further Action

The Principal or Deputy Principal will be responsible for regular monitoring of the situation to ensure that the recommended actions are implemented.