

**Owner:** Equality and Diversity Service

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# FAQ’s - Hate incidents/crimes on and off-campus

# What is the role of BU and SUBU in promoting good relations on and off-campus?

BU and SUBU aims to promote good relations by following these five principles:

* **Equality**, Acting swiftly to challenge discrimination, harassment and bullying in all its manifestations
* **Respect**, Framing the right to self-expression within the context of respect for others; encouraging dialogue about the issues that connect and divide individuals and communities, discussing prejudice; challenging preconceptions and assumptions.
* **Security**, Creating a safe environment for staff and students free from intimidation, harassment and fear; tackling hate crime; challenging views that promote violence or otherwise deny human rights
* **Unity**, Providing opportunities to learn about difference and identify common ground; promoting the benefits of developing knowledge and skills that improve personal and communal relationships
* **Cooperation**, Taking a proactive approach to conflict resolution that is fair, consistent and transparent

Equality Challenge Unit. (ECU). 2013. [Promoting good relations on campus](http://www.ecu.ac.uk/publications/promoting-good-relations). Equality Challenge Unit, London.

# What is a hate incident?

# The Association of Chief Police Officers and the Crown Prosecution Service defines a hate incident as:

*“Any criminal offence which is perceived by the victim or any other person, to be motivated by hostility or prejudice based on a person's race or perceived race; religion or perceived religion; sexual orientation or perceived sexual orientation; disability or perceived disability and any crime motivated by hostility or prejudice against a person who is transgender or perceived to be transgender."*

# Who can report an alleged incident?

It will normally be expected that the individual who was subject to the hate incident/ crime will report it to the local Police and BU.

You can report the hate incident/crime to BU staff by calling 222 (01202 962222). Alternatively you can approach the Neighbourhood Police Team, report the incident on-line via the [Dorset police website](http://www.dorset.police.uk/default.aspx?page=377) or call [101](http://www.dorset.police.uk/default.aspx?page=5507).

You can report a hate incident/crime by approaching:

* [Chaplaincy](http://studentportal.bournemouth.ac.uk/health/chaplaincy/index.html)
* [Equality and Diversity Adviser](http://www.bournemouth.ac.uk/facilitiesandresources/diversity/diversity.html)
* [Human Resources](https://staffintranet.bournemouth.ac.uk/aboutbu/professionalservices/humanresources/hrcontacts/)
* [SUBU Advice](http://www.subu.org.uk/advice)

These services will advise you about what you should do in reporting the incident/crime. In addition [askBU](http://studentportal.bournemouth.ac.uk/help/askbu/index.html?srclnk=123home) will offer advice on how best to contact Dorset Police.

**(It is important to remember that reports will be processed faster if you report them yourself to Dorset Police or the Neighbourhood Police Team by following one of the above options, and that a Police officer will need to speak to you even if the incident/crime is reported on your behalf by another person as part of their investigation)**

# Would an alleged hate incident be viewed as a serious incident at BU?

Yes. Once reported to reception via 222 all available information will be passed onto the on-call Serious Incident Officer (SIO), who will contact the individual concerned via telephone to find out more information about the incident and decide on an appropriate course of action. Based on the information provided the following action is likely to be taken:

* The incident is reported to the Neighbourhood Police Team via the affected individual or the on-call SIO.
* A report of the incident is created by the on-call SIO which will be shared with relevant staff within BU. A copy of this report will also be shared with the Neighbourhood Police Team.
* The affected individual will be made aware of the support available within and outside BU and contact might be made on behalf of the individual.

# What support is available to me if I report an alleged hate incident or hate crime?

The following in-house BU services are available to students or staff that are subject to a hate incident/crime. For students:

* [Neighbourhood Police Team](http://studentportal.bournemouth.ac.uk/services/security/police.html)
* [SUBU Advice Centre](http://www.subu.org.uk/advice)
* [Chaplaincy](http://studentportal.bournemouth.ac.uk/health/chaplaincy/index.html)
* [Counselling](http://studentportal.bournemouth.ac.uk/health/counselling/index.html)
* [Equality and Diversity Adviser](http://www.bournemouth.ac.uk/facilitiesandresources/diversity/diversity.html)

For staff:

* [Neighbourhood PoliceTeam](http://studentportal.bournemouth.ac.uk/services/security/police.html)
* [Human Resources](https://staffintranet.bournemouth.ac.uk/aboutbu/professionalservices/humanresources/hrcontacts/)
* [Trade Unions](https://staffintranet.bournemouth.ac.uk/workingatbu/staffunions/)
* [Occupational Health and Wellbeing Adviser](https://staffintranet.bournemouth.ac.uk/workingatbu/healthsafetywellbeing/aboutus/)
* [Chaplaincy](http://studentportal.bournemouth.ac.uk/health/chaplaincy/index.html)
* [Equality and Diversity Adviser](http://www.bournemouth.ac.uk/facilitiesandresources/diversity/diversity.html)
* [Counselling](https://staffintranet.bournemouth.ac.uk/workingatbu/staffbenefitsandcommunity/counselling/)
* [SUBU Advice Centre](http://www.subu.org.uk/advice)

# How will the alleged hate incident be recorded?

Any hate incident or crime will be recorded via the:

* BU Crime/[incident report](https://forms.bournemouth.ac.uk/AccidentAndIncident#/reportingPerson) form which is available from a reception within the main BU buildings. *(The aim of completing this form is to obtain some basic information concerning the incident. Support is available from Reception staff or the on-call SIO to complete the form. This form will be used as the main source of management information for the monitoring of incidents).*
* Serious incident report which will provide information about the incident and the action taken to support the individual.
* Dorset police [on-line](https://www.dorset.police.uk/Default.aspx?page=1621) reporting form (You will be asked to provide some basic information about the incident/crime). This form is separate to the University.

All hate incidents will be shared between BU and Dorset Police as part of the quarterly security meetings.

# How will an alleged hate incident be investigated?

BU would follow the procedures outlined in the relevant student and/or staff procedures.

# Which BU Committee will take responsibility for the monitoring of alleged hate incidents?

A report of all **anonymised** incidents or crimes will be presented as part of the Dignity, Diversity and Equality Annual report. This report will be based on information provided via:

* the students, staff or externals who have followed the Students and staff complaints procedure BU Crime/incident report form.

# What will happen to contractors who commit a hate incident/crime on campus?

BU would investigate any alleged incident in partnership with the contractor or agency and take the appropriate actions.

# Who from BU will contact me concerning the alleged hate incident?

The Equality and Diversity Adviser will contact you if you report the hate incident/crime to offer support. Alternatively, if you report the incident directly to Dorset police you will be contacted by the police.

# What happens if I am subject to an alleged hate incident off-campus?

Staff or students would be expected to report the incident directly to Dorset police by calling them directly or via its [on-line](https://www.dorset.police.uk/Default.aspx?page=1621)  reporting form.

# What external organisations are available in the community to support me?

Please see below a list of external organisations that might be able to provide support.

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| **Organisation** | **Who are they?** |
| [Dorset Race Equality Council](http://www.dorsetrec.org.uk/) | It is a community based organisation which aims to provide support to the Black Minority and Ethnic Community (BME) within Bournemouth, Poole and Dorset.  |
| [Access Dorset](http://www.accessdorset.org.uk/) | It is a community based organisation run by disabled people, older people and carers. It aims to support disabled people within Bournemouth, Poole and Dorset.  |
| [Intercom Trust](http://www.intercomtrust.org.uk/) | It is a community based organisation which aims to support to lesbian, gay, bisexual and trans people in the South-West peninsula. |

# Appendix 1 Flow chart: Reporting hate incidents/hate crime at BU

Student/staff is subject to a hate incident on or off-campus

**Step 1:** Does the individual want to report the incident to the police?

No. Proceed to Step 2

The individual is told to dial 101 and liaise with the police

Yes

No

Yes

The individual is made aware of all the services available to support them following the incident

No

Yes. Proceed to Step 4

Yes

No

**Step 4:** Have the police been able to identify and find the offender?

No

**Step 2:** Does the individual want the incident reported for them?

**Step 3:** Have the police found the incident to be a crime?

A member of staff takes over and liaises with the police on their behalf. Proceed to Step 3

The individual is made aware of all the services available to support them following the incident

The incident is passed onto the Safer Neighbourhood Team, Appeals, Complaints and Conduct Officer or Human Resources for appropriate action

**Step 5:** Case conference is called to review what has happened to see what can be learnt for the future

The individual is made aware of all the services available to support them following the incident