



## **Brasenose College TRANSGENDER Policy**

**Approved by Governing Body on November 2018**

### **PURPOSE OF POLICY**

1. The purpose of this policy is to set out a framework for how the College will support staff and students who wish to take steps to change the gender identity they were assigned at birth, or have already done so.
2. This policy also supports members of the College in meeting the requirements of relevant legislation including the Equality Act 2010, which lists gender reassignment as one of the nine 'protected characteristics' on the grounds of which people are protected against unlawful discrimination, and the Gender Recognition Act 2004.

### **BRASENOSE COLLEGE'S COMMITMENT**

3. The College aims to provide support and understanding to those individuals who wish to take, or have taken, steps to change the gender identity they were assigned at birth. The College recognises that the period of transition can be very complex and difficult for the individual, and will act in a supportive and sensitive way to ease any transition period.
4. The College aims to create an inclusive trans-friendly culture, workplace and learning environment, free from discrimination, harassment or victimisation, where all transgender people are treated with dignity and respect.
5. No member of the College community, its visitors or contractors should be treated less favourably, whether before, during or after their study or employment at, or their visit to, the College on the grounds of gender identity or reassignment.

### **TRANSGENDER DEFINITIONS**

6. In this policy 'Transgender' (trans) is used to refer to the following groups:

People who are taking or have taken steps to change the gender identity they were assigned at birth. This includes people covered by the Equality Act definition: "A person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex."

People who do not identify with a permanent binary gender identity, including those who identify in other ways, such as genderqueer, gender variant, non-binary or agender. These terminologies are evolving and highly personal and this list is not exhaustive.

### **SCOPE OF THE POLICY**

7. The policy applies to all members of the College community, including students, staff, applicants, associate members, visitors and contractors.

### **POLICY REVIEW**

8. This policy will be subject to regular review by the Equality and Diversity Committee in consultation with other appropriate committees.

### **MEETING THE NEEDS OF TRANSGENDER STUDENTS AND STAFF**

9. The College aims to anticipate and respond positively to the needs of prospective, current and former students and staff in relation to gender identity issues, providing a professional and consistent service so that all trans members of the College feel welcome, safe, valued and supported to achieve their potential and contribute as a member of the College.
10. With regard to staff, this policy applies (but is not limited) to the advertisement of jobs and recruitment and selection, to training and development, to opportunities for promotion, to conditions of service, benefits, facilities and pay, to health and safety, to conduct at work, to grievance and disciplinary procedures, and to termination of employment.
11. With regard to students, this policy applies (but is not limited) to admissions, to teaching, learning and research provision, to scholarships, grants and other awards under the College's control, to student support, to College accommodation and other facilities, to health and safety, to personal conduct, and to student complaints and disciplinary procedures.
12. With regard to visitors and contractors, the College aims to provide an inclusive environment, where people are treated with dignity and respect.

### **SUPPORT DURING TRANSITION**

13. In particular, the College aims to support trans students and staff through the process of transitioning, or making changes to their originally assigned gender identity. This may include a number of formal and informal steps.

### **CONFIDENTIALITY**

14. The College will respect the confidentiality of trans people and will not reveal information without the prior agreement of the individual.
15. If an individual notifies the College in writing of their intention to transition during their employment or education, the institution will agree with them what steps should be taken. A trans person's file will reflect their current name and gender. Any material that needs to be kept related to the person's trans status, such as records of absence for medical reasons,

should be stored confidentially. No records will be changed without the permission of the staff member or student concerned.

16. When a person informs the College that they have received a Gender Recognition Certificate, the College will undertake further checks and action to remove references to the individual's former name and gender.

#### **CREATING AN INCLUSIVE ENVIRONMENT**

18. This means demonstrating respect for trans people, as well as people associated with them such as partners, spouses and other family members, in terms of:

- their gender identity;
- their right to work and study with dignity;
- their use of College facilities;
- their name and personal identity; and
- their privacy and confidentiality.

19. This provision also includes people who are perceived to be trans, irrespective of their actual gender identity.

#### **PROTECTION AGAINST HARASSMENT AND BULLYING**

20. The College recognises it is the right of every individual to choose whether to be open about their gender identity and history. To 'out' someone, whether staff or student, without their permission may amount to a form of harassment and possibly a criminal offence.

21. Transphobic bullying and harassment can be regarded as grounds for disciplinary action, which may include expulsion or dismissal. Such behaviour will be dealt with under the College's Policy on Harassment and Bullying and the College Regulations relating to complaints (as appropriate).