



Ark Schools Transgender Guidance

PURPOSE

This guidance is to help schools support pupils wishing to express themselves as transgender, or who may be questioning their birth identity.

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Key Contact Name:	Governance team	Approval:	Management team

POSITIONING WITHIN ARK OPERATIONAL MODEL

Component	Element
<input type="checkbox"/> Strategic Leadership & Planning <input type="checkbox"/> Monitoring, Reporting & Data <input type="checkbox"/> Governance & Accountabilities <input type="checkbox"/> Teaching & Learning <input type="checkbox"/> Curriculum & Assessment <input checked="" type="checkbox"/> Culture, Ethos & Wellbeing <input type="checkbox"/> Pathways & Enrichment <input type="checkbox"/> Parents & Community <input type="checkbox"/> Finance, IT & Estates <input type="checkbox"/> Our People	Safeguarding

1. Introduction

Ark Schools are committed to being fair and inclusive and will treat all members of the school community equally. We will not discriminate against any member of the school community who is undergoing, or who has undergone, gender reassignment.

2. Names and pronoun change

The correct language should be used and to do this there may need to be some education around sexual orientation and gender so that staff and pupils have a clear understanding that sexual orientation and gender identity are different things. To be fair and inclusive it is important that the correct gender, name and pronouns are used to address transgender pupils. A trans person should be referred to by their preferred pronouns (e.g. he, she, they, zie, zim, zir) and title (e.g. Mr, Miss, Mrs, Ms, Mx) and the school has a duty to ensure that this is understood by everyone.

3. Record keeping

Unique Pupil Numbers and Unique Learner Numbers are linked with legal names (that is the name under which a pupil starts their education, often the name on their birth certificate) and the DfE do not currently allow these to be changed. This is separate from the school MIS (Bromcom or ScholarPack) and if a pupil requests it the MIS should be updated with their new name, gender marker and preferred title.

Information on how a pupil identifies their gender should also be recorded within Impero EdAware in order that this change in marker can be preserved and to enable any pastoral support and guidance for the pupil. Paper records are more difficult to update but all reasonable steps should be taken to protect the pupils privacy and ensure that any records of previous name and gender marker are stored securely.

4. External examinations

The Joint Council for Qualifications states that: 'The centre agrees to: enter candidates under names that can be verified against suitable identification such as a birth certificate, passport or driver's licence. You may need to check that the name the candidate is using within the centre is his/ her legal name rather than a 'known as' name.' Once a result is accredited, it will need to be linked with a Unique Pupil Number (UPN) or Unique Learner Number (ULN) which existed in the school census information submitted in January of the exam year. UPNs and ULNs are only linked with legal names, not preferred names.

In order to use a chosen or preferred name on an exam document, a pupil will need to have changed their name by deed poll.

5. Changing room and toilet facilities

The use of changings rooms and toilets by trans pupils should be assessed on a case by case basis. Where possible schools should have single stall toilets that can be used by all.

When competing at another school or outside venue, school staff should consider whether there is appropriate provision available.

6. Physical Education

Sports and Physical Education is a key aspect of the national curriculum and important for the physical and mental well-being of all young people.

It is unlikely that pre-puberty there would be any issues with a trans child competing and representing the school. In the case of secondary sports, schools may need to seek advice from the relevant sporting body.

7. School uniform

School uniform policies should not identify different items of clothing by a specific gender. By providing a choice of approved items of uniform and allowing pupils to choose which they wish to wear, schools will provide a regulated structure but without excluding anyone.

8. Residential trips

Careful consideration and preparation is needed where a transgender pupil is taking part in a residential trip. The sleeping arrangements will need to be thought about carefully before the trip takes place so that the rights of all pupils are respected. This should be discussed in advance with the young person and their parents.

9. Transphobia and bullying

Schools have robust anti-bullying policies. In line with those policies, transphobic incidents (real world and online) will be recorded and dealt with in the same manner as other incidents that are motivated by prejudice, e.g. racist or homophobic incidents.

10. Confidentiality and privacy

All people have a right to privacy. School staff should not disclose information that may reveal a pupil's transgender status or gender-nonconforming presentation to others, including parents, carers and other members of the school community, unless legally required to do so or because the child or young person has asked them to.

Trans and gender questioning pupils have the right to discuss and express their gender identity openly and to decide when, with whom, and how much to share information. When contacting the parent or carer of a trans or gender questioning pupil, school personnel should use the pupil's legal name and the pronoun corresponding to the pupil's gender assigned at birth unless the pupil, parent, or carer has specified otherwise.