

# Christ Church Transgender Policy

## Purpose of this Policy

1. The purpose of this Policy is to set a framework for how Christ Church will support members of the College who have initiated the process of gender reassignment. The Policy and associated University guidance give more detail on how the College's Equality Policy applies to transgender people.
2. This Policy also supports members of the College in meeting the requirements of 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. The Policy also sets out the College's obligations under the Gender Recognition Act 2004.

## Christ Church's commitment

3. The College aims to give support and understanding to those individuals who wish to take, or have taken steps, to present themselves in a gender different to the gender assigned at birth. The College recognises that the period of transition can be very complex and difficult for the individual, and would wish to 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 in the gender in which they choose to present themselves, irrespective of their legal sex.
5. No prospective or actual Member or Employee will be treated less favourably than any other, whether before, during or after their study or employment at Christ Church 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 their gender identity. 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 Policy

7. The policy applies to all members of the Christ Church community, including Junior and Senior Members, staff, applicants, associate members, visitors and contractors.

8. This Policy will be available on the Christ Church Equality Policy webpage at <http://www.chch.ox.ac.uk/equality-policy>
9. This policy reflects that of the University of Oxford Transgender Policy which is available on the Equality and Diversity website at [www.admin.ox.ac.uk/eop/transgender](http://www.admin.ox.ac.uk/eop/transgender)

### **Review of Policy**

10. This Policy will be subject to regular review by the Governing Body consultation with other appropriate committees.

### **Meeting the needs of transgender individuals**

11. The College aims to anticipate and respond positively to the needs of trans Members, Employees and alumni, providing a professional and consistent service so that all trans people associated with the College feel welcome, safe, valued and supported in achieving their potential and contributing as a Member or Employee of the College.
12. With regard to Employees and members of 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.
13. With regards to Members, 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.
14. 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**

15. 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**

16. The College will respect the confidentiality of all trans people and will not reveal information without the prior agreement of the individual.
17. If an individual notifies the College in writing of their intention to transition during their employment or education, the institution will agree with them the date from which their gender is changed on all records. A trans person's file should 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 should be changed without the permission of the Member or Employee concerned.
18. 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**

19. This means demonstrating respect from 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

### **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 could be regarded as grounds for disciplinary action, which may include expulsion or dismissal. Such behaviour will be dealt with under the Christ Church Policy on Harassment and Bullying, as indicated in the Blue Book.

### **Consultation**

22. Existing arrangements for consultation will be maintained for reviewing the experience of transgender Members and Employees in the College. These include joint committees with staff representatives, and consultation with other interested and relevant groups within the University.

### **Guidance, support and training for College officers**

23. Guidance, support and training will be provided to College officers to ensure that the College’s commitment to transgender equality is fully realised.