

University of Oxford Transgender Policy

Purpose of this policy

1. The purpose of this policy is to set a framework for how the University will support members of the University who have initiated the process of gender reassignment. The policy and associated guidance give more detail on how the University's [Equality Policy](#) applies to transgender people.
2. This policy also supports members of the University 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 University's obligations under the Gender Recognition Act 2004.

The University's commitment

3. The University 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 University 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 University 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 student or member of staff will be treated less favourably than any other, whether before, during or after their study or employment at the University of Oxford 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 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 wish to transition permanently to a new gender role, but who identify as genderqueer, gender variant or intersex or who choose to live permanently with a more fluid gender identity.

Scope of the policy

7. The policy applies to transgender students and staff, with a particular focus on those who have indicated a wish to live permanently in a gender other than that to which they were assigned at birth (whether or not medical supervision or surgery are involved or contemplated). The policy covers people at all stages of the process of gender reassignment, begun or complete.
8. This policy and the accompanying guidance are available on the Equality and Diversity website at <http://www.admin.ox.ac.uk/eop/transgender/>.

Review of policy

9. This policy will be subject to regular review by the General Purposes Committee of Council in consultation with other appropriate committees, including the Personnel and Education Committees.

Meeting the needs of transgender individuals

10. The University aims to anticipate and respond positively to the needs of trans students, staff and alumni, providing a professional and consistent service so that all trans members of the University feel welcome, safe, valued and supported in achieving their potential and contributing as a member of the University.
11. 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.
12. 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 University's control, to student support, to University accommodation and other facilities, to health and safety, to personal conduct, and to student complaints and disciplinary procedures.

Support during transition

13. In particular the University aims to support trans students and staff living in their affirmed gender role from the time chosen by the individual concerned. By supporting students and staff through transition, they may be better able to perform well in their study and work, and more likely to meet the requirements of living in their new gender role. An individual action plan will be discussed and agreed with member of the University who announces their intention to transition.

Confidentiality

14. The University will respect the confidentiality of all trans staff and students and will not reveal information without the prior agreement of the individual.
15. If an individual notifies the University 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 staff member or student concerned.
16. Legal proof of a change of name is required in order to issue or re-issue a degree certificate in a name different to that in which a student originally registered.
17. When a trans person receives a Gender Recognition Certificate, they have the right to request that all references to their former name and gender are removed and replaced with their current 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, and those who are perceived to be trans, in terms of:
 - their gender identity;
 - their right to work and study with dignity;
 - their name and personal identity;
 - their privacy and confidentiality.

Protection against harassment and bullying

19. The University 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.
20. 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 [University Policy on Harassment and Bullying](#).

Consultation

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

Guidance, support and training for University officers

22. Guidance, support and training will be provided to University officers to ensure that the University's commitment to transgender equality is fully realised.

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