

TRANSGENDER POLICY

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Background

Guildhouse School London aims to give support and understanding to individuals who wish to take, or have taken steps, to present themselves in a gender different to their gender assigned at birth. The school 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.

The school aims to create an inclusive transgender-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.

It is the school's intention that 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 school on the grounds of gender identity or reassignment. The school recognises that matters relating to gender identity and children questioning their gender may engage safeguarding, welfare and mental health considerations. Any request for changes to how a student is treated within school will be considered on an individual basis, led by the Designated Safeguarding Lead, with due regard to the student's welfare, age, understanding, vulnerability, parental involvement and any relevant professional advice.

Transgender definitions

In this policy "Transgender" is used to refer to the following groups:

- a) 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."

- b) People who do not wish to transition permanently to a new gender role, but who identify as genderqueer, gender variant, non-binary or intersex or who choose to live permanently with a more fluid gender identity.

Scope of the policy

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 medical supervision or surgery are involved or contemplated or not).

The policy covers people at all stages of the process of gender reassignment.

Meeting the needs of transgender individuals

Guildhouse School London aims to anticipate and respond positively to the needs of trans students and staff, providing a professional and consistent service so that all trans members of the school feel welcome, safe, valued, and supported in achieving their potential and contributing as a member of the school.

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.

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 school's control, to student support, to school accommodation and other facilities, to health and safety, to personal conduct, and to student complaints and disciplinary procedures.

Boarding Accommodation

The school recognises that decisions relating to boarding accommodation, sleeping arrangements, residential visits, changing facilities and toilet facilities may engage safeguarding, welfare, privacy, dignity and Equality Act considerations.

Any request from a student relating to gender identity, a student questioning their gender, social transition, accommodation or boarding arrangements will be considered individually and sensitively, taking account of the circumstances of the student and the welfare of all students affected.

The Designated Safeguarding Lead (DSL), in consultation with the Assistant Head of Boarding and other relevant senior staff, will oversee the consideration of such requests and ensure that safeguarding, welfare and risk management processes are followed. The DSL will work with the Assistant Head of Boarding and other relevant staff to ensure that any agreed arrangements are appropriately implemented, monitored and reviewed.

In reaching decisions, the school will take account of:

- the welfare and best interests of the student;
- the age, maturity and understanding of the student;
- safeguarding and child protection considerations;
- the privacy, dignity and safety of all students affected;
- parental views and involvement, unless there is a safeguarding reason not to involve parents;
- any relevant medical, psychological or professional advice;
- the practical arrangements and supervision available within the boarding environment;
- the school's legal and regulatory obligations.

No student will automatically be allocated particular accommodation or facilities solely on the basis of a request or declared gender identity. Each case will be considered individually, with decisions based upon safeguarding, welfare and operational considerations.

Where adjustments or alternative arrangements are considered appropriate, the school will seek to achieve a reasonable and proportionate outcome that supports the welfare, privacy, dignity and safety of all students involved. Where necessary, the school may implement an individual welfare or support plan setting out agreed arrangements, safeguarding measures, review dates and the responsibilities of relevant staff. Arrangements will be reviewed regularly and may be amended in

response to changes in circumstances, safeguarding information, professional advice or the needs of those affected.

The school will complete and document an individual risk assessment before making decisions regarding:

- boarding accommodation;
- sleeping arrangements;
- changing facilities;
- toilet facilities;
- overnight educational visits;
- residential trips and activities;
- any alternative arrangements considered necessary to support student welfare.

For residential visits, overseas trips and other overnight activities, the school will conduct an additional visit-specific risk assessment. Accommodation, supervision and sleeping arrangements will be determined by the trip leader in consultation with the DSL and senior leadership team, taking account of safeguarding, local legal requirements, privacy considerations and the welfare of all students participating

Support during transition

Requests by students relating to social transition will be considered carefully on a case-by-case basis. Decisions will be informed by safeguarding considerations, parental engagement, professional advice where available, and the welfare needs of the child. 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 the member of the school who announces their intention to transition.

Confidentiality

The school will treat information relating to a student's gender identity sensitively and confidentially. However, confidentiality cannot be guaranteed where safeguarding concerns arise or where disclosure is required to protect the welfare of the child or others.

If an individual notifies the school of their intention to transition during their employment or education, requests to amend names, sex markers or other records will be considered individually, taking account of legal obligations, safeguarding requirements and operational needs. 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, will be stored confidentially. No records should be changed without the permission of the staff member or student concerned.

Legal proof of a change of name is required in order to issue or re-issue any references or documentation in a name different to that in which a student or staff member originally registered.

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

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.

The school will treat information relating to a student's gender identity sensitively and with due regard to privacy. Information will be shared only with those who need to know in order to support the student's welfare, education or safeguarding needs. To 'out' someone, whether staff or student, without their permission may amount to a form of harassment and possibly a criminal offence. The school recognises the importance of using an individual's correct pronouns as a fundamental aspect of respect and inclusivity. Requests relating to names, pronouns or forms of address will be considered individually and sensitively by the school, with appropriate involvement of parents, the DSL and other relevant staff.

Awareness will be raised as part of the Personal Development curriculum at the school. To ensure that all staff members are equipped to support effectively, the school will provide training to staff where necessary.

Transphobic bullying and harassment will be regarded as grounds for disciplinary action, which may include exclusion for students or dismissal for employees. Such behaviour will be dealt with under the school's disciplinary policies.

Working with Parents

The school will normally involve parents in discussions relating to requests for social transition or significant changes to how a student is treated within school, unless there is reason to believe that doing so would place the child at risk of harm.

Safeguarding

The school recognises that issues relating to gender identity and students questioning their gender may engage safeguarding, welfare and mental health considerations. Any concerns, disclosures, requests for support, or requests for changes to existing arrangements will be managed in accordance with the School's Safeguarding and Child Protection Policy. The Designated Safeguarding Lead (DSL) will be involved in decisions where safeguarding considerations arise.



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