



BUCKINGHAMSHIRE
NEW UNIVERSITY

EST. 1891



Transgender Policy

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1 Purpose

- 1.1 This policy is about creating and maintaining a safe inclusive place where everyone can thrive. Buckinghamshire New University (BNU) appreciates the value of a dynamic and diverse environment.
- 1.2 We recognise the need to support specific needs and treat people as individuals without the need to reference gender identity.
- 1.3 The term 'transgender' or 'trans' refers to people whose gender is not the same, or does not sit comfortably with, the sex they were assigned at birth. They may identify as male or female, or they may feel that neither label fits them, or only fits them sometimes. People may refer to themselves as male, female, a trans man or trans woman, non-binary, agender or in many other ways. The best way to know is to follow their lead and use the terms, names and pronouns that they do. Further definitions are set out in Table of Definitions.

2 Applicability and Scope

- 2.1 This policy applies across BNU. Breaches will be dealt with under the relevant disciplinary process. There are no exceptions.
- 2.2 Relevant legislation must also be adhered to and is relevant to this policy, for example, the Equality Act 2010, the Gender Recognition Act 2014, and the Data Protection Act 2018.

3 Policy

- 3.1 **Changing records** – Changes to name, photo and pronouns should be dealt with sensitively and timely. Consideration should be given to how this will impact letters and emails with discussion about ways to avoid missing other records. People who are transitioning can update photos on their ID cards and BNU webpages without charge, as many times as needed.
- 3.2 **Gender-neutral and single-sex toilets and changing facilities** – People can use single-sex toilets and changing facilities appropriate to their self-identified gender. It is not acceptable to restrict people to using disabled toilets or gender-neutral facilities.
- 3.3 **Uniforms or dress codes** – People should not be expected to dress in a way that unnecessarily genders them or causes harm.
- 3.4 **Privacy and confidentiality** - Records are kept confidential. Information with someone's previous identity, that must be kept, such as copies of certificates or references, should be stored separately from current records. People should always respect privacy and avoid asking personal questions. No one should share information without consent.
- 3.5 **Certification and transcripts** – people that have legally changed their name can ask to change and reissue their documents.
- 3.6 **'Being you at BNU'** – We will continue to build an inclusive environment so that everyone can thrive at BNU. This includes our responsibility to make sure we have inclusive:

communications, curriculum, recruitment, assessments, accommodation, research, events, facilities, opportunities, references, placements and much more. Our community are welcome to tell us about barriers, concerns and ideas, at any time.

Responsibilities

- 4.1 BNU takes the safety and wellbeing of students and colleagues seriously and works hard to continually develop a culture that embeds equality, diversity and inclusion. We expect collective responsibility to tackle risks, endorse our zero-tolerance approach and report discrimination, harassment, abuse, hate crime and transphobia. Our BNU community should play their part in helping to create a culture aligned to our values, that actively celebrates and includes all gender identities. BNU has further policies around respecting everyone and will continue to examine the equality impact of changes and decisions.
- 4.2 BNU will support students and colleagues that may transition and understand there can be different circumstances for everyone. This can be a critical time and some people may not want to tell anyone or may find it difficult. However, people are encouraged to seek support from relevant support services as early as possible so that plans can be made. This can involve outlining any impact on work or studies, referring to other services, sharing relevant guidance materials, making changes to records, agreeing if, what, when and how to share information with peers.
- 4.3 Conversations should happen in partnership and led by individual needs, seeking advice from relevant support in HR or student services with signposting to further support as needed. Accordingly, colleagues should not make assumptions about when support should stop.
- 4.4 Our BNU community should keep their knowledge up to date using online resources, our intranet pages, library resources, available training, attending BNU events, joining networks and having regular development conversations.

Table of Definitions

Gender reassignment	Although the phrase 'gender reassignment' is a 'protected characteristic' in the Equality Act 2010, it is now out-dated language. It can be misinterpreted and cause misunderstandings.
Pronoun	A term used to refer to somebody for example she/her/hers/herself or he/him/his/himself. Gender-neutral pronouns include they/them/their/themselves and ze/zir.
Transitioning	The steps taken to live in the gender with which you identify. This can be different for everyone. For some this can involve changing their name, pronouns, dressing differently and telling friends. Some people may also choose hormone therapy and surgeries, but it is not the case for everyone.
Gender identity	Gender identity is about the internal sense of one's gender.
Sexual orientation	Sexual orientation is about a person's preference for sexual partners and encompasses attraction towards persons of the same sex, persons of the opposite sex, and persons of both sexes. Assumptions should not be made about anyone's sexual orientation and it should not be confused with gender identity.
Transphobia	The fear or dislike of someone based on the fact they are trans, including denying their gender identity or refusing to accept it.

	Transphobia may be targeted at people who are, or who are perceived to be, trans (Stonewall, 2022).
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