

## Code of Practice : Trans Equality and Gender Identity

### Scope

This code of practice applies to all staff, students and visitors and is accompanied by guidance for those who are working, studying and managing support at an individual level.

### Responsibilities

We are bound by the requirements of the Equality Act (2010) to ensure that no-one (staff or student) who is deemed to have a protected characteristic suffers any discrimination of any sort.

Gender identity, specifically for all staff and students whose gender identities do not fit the gender binary of male or female (non-binary people) and those who regard themselves as trans, is a protected characteristic.

The Equality Act (2010) requires the University to support those who wish to take, or have taken steps, to present themselves in a gender different to the one assigned at birth and recognises that this process will be unique to each individual, with a specific focus upon:

**Confidentiality:** The University has a legal responsibility to ensure that those who identify as trans are not 'outed' meaning their sexual orientation or gender identity must not be disclosed without that person's consent.

**Gender Recognition Certificates:** Current UK law says that everyone is either legally male or legally female. Gender recognition allows an individual to change their legal gender from male to female or from female to male. It is unlawful to ask to see a Gender Recognition Certificate and an individual does not need to have one in order to have their details changed on workplace systems.

**Absence from Work or Study:** The University must ensure that staff undergoing surgery or attending identity clinics, voice therapy or hormone treatment specialists are given the time to do so. Individuals are encouraged to discuss timescales for appointments and/or medical treatment with their Line Manager or Course Director as early as possible so that appropriate arrangements or adjustments can be made.

**University facilities:** where any facility is ascribed to a particular gender trans staff, students and visitors are entitled to use the toilets and facilities according to their self-identified gender.

**Dress Codes:** any dress code should be gender neutral.

**Bullying and Harassment:** 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. Harassment, discrimination and victimisation are unlawful and will not be tolerated. Our policies protect the rights of trans people to dignity and respect whilst working, living and studying at Leeds Beckett University.

### Further Advice:

Human Resources and Student Services will provide advice and guidance to managers, staff and students on the application of this policy and will monitor and report on this as appropriate.