

Appendix A

General information about transgender students

Definition of *trans** students

The term *trans** is designed to be an inclusive one to describe anyone whose gender is not the same as, or they do not feel sits comfortably with, their sex. “Transgender” – *trans** is used to describe the following groups:

- People covered by the Equality Act definition which means that “a person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone 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 non-binary, genderqueer, gender variant or who choose to live permanently with a more fluid gender identity.

Legal framework

There are various key pieces of legislation that govern this area of equality and protect *trans** people against unlawful discrimination:

Gender Reassignment Regulations 1999

This protects a *trans** person who is intending to undergo, is undergoing or has undergone gender reassignment from the moment of decision to start the process. It is unlawful for a person to be treated less favourably, nor to be harassed because of gender reassignment. Furthermore, no person should be treated less favourably by reason of their absence from study or work while undergoing gender reassignment, in comparison to someone absent due to illness or for some other similar reason. The process of gender reassignment can involve several procedures, some of which are medical and others of which are changes in legal documentation, notifying others etc.

Gender Recognition Act 2004

This allows a person who have completed transition, and who meets certain criteria to apply for a Gender Recognition Certificate. This certificate which allows for official change of identity on documents (e.g. birth certificate) and in processes (e.g. marriage) in the new gender. The Act makes it unlawful to pass information about a person’s *trans** status to a third person without the consent of the *trans** person. It should be noted that this legislation is under review and is likely to change.

Equality Act 2010

This introduced the Gender Equality Duty, requiring institutions to have due regard to the need to eliminate unlawful discrimination and harassment, and to promote equality of opportunity for all gender. As a result, institutions set up Gender Equality Schemes including input from, and participation by, *trans** people.

Appendix B

Glossary of gender related terms

It should be noted that language in this area is constantly changing and that it is vital to check with individuals students what terminology they feel comfortable with and what they choose to use.

AFAB	Acronyms meaning “assigned female at birth” (also designated female at birth or female assigned at birth). No one, whether cis or <i>trans</i> *, has a choice in the assignment of sex. This term is preferred to “biological female”, “female bodied”, “natal female”, and “born female”.
Agender	Pronounced <i>āgender</i> - An umbrella term encompassing many different genders of people who commonly do not have a gender and/or have a gender that they describe as neutral. Many agender people are <i>trans</i> *. Because this is a new and quickly-evolving term, it should be used with caution — check a user’s definition of the term before responding or using it.
Ally	A (typically) straight and/or cis person who supports members of the LGBT+ community.
AMAB	Acronym meaning “assigned male at birth” (also designated male at birth or male assigned at birth). No one, whether cis or trans, has a choice in the assignment of sex. This term is preferred to “biological male”, “male bodied”, “natal male/”, and “born male”.
Cisgender/cis	Someone whose gender identity is the same as their sex at birth.
Deadnaming	Using someone’s birth name rather than a changed preferred name; often referring to misaddressing a <i>trans</i> * person after a name-change as part of transition.
Genderqueer	An identity commonly used by people who do not self identify or express gender within the gender binary. A person who identifies as genderqueer may identify as neither a man nor a woman, may see themselves outside of, or in between the binary gender boxes, or may simply feel restricted by gender labels. Many genderqueer people are cisgender and identify with it as an aesthetic. Not everyone who identifies as genderqueer identifies as <i>trans</i> * or non-binary.
Gender-fluid	A changing or “fluid” gender identity.
Gender binary	A system of viewing man and woman as two opposite categories, in which no other possibilities are believed to exist. This system is oppressive to anyone who defies the sex assigned at birth, but particularly those who are gender-variant, or are intersex.
Gender dysphoria	Used to describe when a person experiences discomfort or distress because there is a mismatch between their sex and their gender identity. This is also the clinical diagnosis for someone who doesn’t feel comfortable with the sex they were assigned at birth.
Gender expression	A person’s outward expression of gender identity, within the context of societal expectations of gender. A person who does not confirm to societal expectations of gender may not, however, identify as <i>trans</i> *. gender reassignment - another way of describing a person’s transition. To undergo gender reassignment often implies some medical intervention, but may also include living in a self-identified gender with changes in name, pronouns, dress, etc.

Gender identity	A person's innate sense of gender self-knowledge, whether man or woman, or something else (see non-binary below), which may or may not correspond to their sex.
Gender Recognition Certificate	This enables <i>trans*</i> people to be recognised legally in the affirmed gender, and to be issued with a revised birth certificate in the new gender. The certificate is not needed to change gender markers in work or study environments, nor to change gender on other legal documents, such as a passport. The certificate is only available to those over 18 years old.
Gender variant	An individual's behaviour or gender expression by an individual that does not match masculine and feminine gender norms.
Intersex	A term used to describe a person who may have the biological attributes of both sexes or whose biological attributes do not fit with societal assumptions about what constitutes male or female. Intersex people may identify as male, female or non-binary.
Medical transition	May include hormone replacement therapy (HRT) and/or gender reassignment surgeries. For a transman, this may include Phalloplasty (lower surgery), breast reduction (top surgery) and hysterectomy. For a transwoman, this may include breast augmentation, orchiectomy (removal of testes), tracheal shaving (removal of Adam's apple), facial feminisation surgery and penile inversion vaginoplasty (creation of a vagina by inverting penile skin).
Non-binary	An umbrella term for people whose gender identity doesn't sit comfortably with 'man' or 'woman'. Non-binary identities are varied and can include people who identify with some aspects of binary identities, while others reject them entirely.
Out	To disclose gender identity or sexual orientation without the subject's consent: this negative action often causes distress and may be considered abusive.
Passing	If someone is regarded, at a glance, to be a cisgender man or cisgender woman.
Pronoun	Words we use for people's gender - for example, 'he' or 'she'. Some people may prefer others to use them in gender neutral language and use pronouns such as they/their and ze/zir.
Queer	In current usage, the term is used by LGBT+ individuals who do not identify with traditional categories of gender identity and/or sexual orientation. However, the term is still associated by some with the previous derogatory connotations.
Questioning	The process of exploring one's own sexual orientation and/or gender identity.
Social transition	May include coming out to friends and family as transgender; asking people to use pronouns (he/him, she/her, they/them) that match gender identity; going by a different name; dressing/grooming in ways that match gender identity.
Stealth	Desisting from being openly transgender in all, or almost all, social situations. Some transgender persons who can consistently pass in society choose stealth.
Trans*	An umbrella term to describe people whose gender is not the same as, or does not sit comfortably with, their sex at birth. There is a wide variety of terms used by <i>trans*</i> people to describe themselves including (but not limited to) transgender, transsexual, gender-queer (GQ), gender-fluid, non-binary, gender-variant, crossdresser, genderless, agender, nongender, third gender, two-spirit, bi-gender, trans man, trans woman, trans masculine, trans feminine and neutrois.
Transfeminine	A person who identifies with femininity rather than masculinity but does not want to be defined as wholly woman.

Transgender	A person whose gender differs from their sex at birth — that written on their birth certificate. Gender can refer to one's own, internal sense of being a man or woman, or another type that doesn't fit either category.
Transmasculine	A person who identifies with masculinity rather than femininity but does not want to be defined as wholly man.
Transphobia	Fear, disgust, violence or discomfort of someone on the grounds of <i>trans*</i> status, including denial or refusal to accept professed gender identity.
Transsexual	This was used in the past as a more medical term (similarly to homosexual) to refer to someone whose gender is not the same as, or does not sit comfortably with, the sex assigned at birth. This term is still used by some, although many people prefer the term <i>trans*</i> or transgender.
Trans man	A term used to describe someone who is female at birth but identifies and lives as a man. The same meaning as FTM, an abbreviation for female-to-male.
Trans woman	A term used to describe someone who is male at birth but identifies and lives as a woman. The same meaning as MTF, an abbreviation for male-to-female.
Trigender	A gender identity which can be literally translated as 'three genders' or 'triple gender'. Trigender people experience exactly three gender identities, either simultaneously or varying between them. These three gender identities can be a man or a woman and/or any non-binary identities.

Appendix C

Further information, advice and support

The lists of useful contacts given below is correct at the time of writing (January 2019). Please check the web for up-to-date contact information. Please note that Brunel University London does not endorse or take responsibility for the information provided by external organisations.

External services

Equality Challenge Unit provides advice and support for students and staff on equality and diversity in higher education — www.ecu.ac.uk/guidance-resources/inclusive-environment/providing-support/trans-people

Equality and Human Rights Commission is the statutory body responsible for protecting, enforcing and promoting equality across nine protected characteristics — age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, and sexual orientation — www.equalityhumanrights.com

Specialist transgender services

The Beaumont Society is the largest transgender support group in the UK. It promotes better understanding of the conditions of transgender, transvestism and gender dysphoria — www.beaumontsociety.org.uk

The Forum promotes equality and good practice in the provision of post-school education and employment, with a specific focus on sexual orientation and gender identity, or transgender, equality issues — <https://sgforum.org.uk/>

Gendered Intelligence provides support, training and resources for all those who work with and support trans people as students, pupils, employees, colleagues, or clients; and works extensively in schools, colleges and universities with students and staff offering mentoring, workshops and training — www.genderedintelligence.co.uk

LGBT+ Switchboard provides a one-stop listening service for LGBT+ people on the phone, by email and through Instant Messaging – Tel: 0300 330 0630.

Depend offers advice, information and support to all family members, partners, spouses and friends of *trans** people — www.depend.org.uk

Transgender Zone is an online resource covering all aspects of transgender issues — www.transgenderzone.com

Nonbinary inclusion project fights for the inclusion and recognition of non-binary people in law, media and everyday life within the UK — <http://nonbinary.co.uk>

Press for Change campaigns to achieve equal civil rights and liberties for all transgender people in the UK through legislation and social change — www.pfc.org.uk

TranzWiki is a directory of the groups campaigning for, supporting or assisting *trans** and gender non-conforming individuals, including those who are non-binary and non-gender, as well as their families across the UK — www.tranzwiki.net

Stonewall helps organisations including HEIs and colleges to recognise the benefits of the perspectives of lesbian, gay, bi and *trans** people for all employees, service users

and members of the community. It is also a campaigning organisation — www.stonewall.org.uk

National LGBT Hate Crime Partnership brings together 35 LGBT organisations from across England, Wales and Scotland and is led by the LGBT consortium on behalf of the EHRC. It aims to increase the reporting of homophobic, biphobic and transphobic hate crimes and incidents and improve the support available to those targeted — www.lgbthatecrime.org.uk

Appendix D

Student support plan

The pro forma overleaf aims to guide discussions to support a student during transition. It should be completed and agreed with a tutor or member of staff from the Student Support and Welfare Team. It is recommended that staff receive training on how to conduct these conversations sensitively and respectfully, how to use the information and how it will be stored.

The form should be reviewed at key points of the student's transition. If circumstances change, the plan may also need to be reviewed.



Contact Details	
E1	Student's details
	Name
	Student ID
	Email
	Year of study
	Are you studying on a Tier 4 visa?
	2
	Programme title
	Department
	Departmental contact
3	Communication
	Would you like to share your news with fellow students / academic staff / tutor?
	Yes / No

	Name and title	Date
	How? – personally, tutor, other	Verbally / email / other
4	Timescales	
	Are there any timings in your transition that you would like to make the University aware of? (this could include medical appointments, time off, personal goals)	
	Do you want to take a leave of absence? (the member of staff may need to explain what options the student has).	
	When?	
	How long for?	
	Do you anticipate needing to take other time off?	
	At what stage?	
	How long for?	

	Will any absence impact your ability to complete any module requirements / assessments?	
	If so, please provide details	
	Will alternative arrangements be required for outstanding or incomplete assessments?	
5	Changes to records / identity cards	
	Do you want to make any changes to your formal records, id cards, email account such as name and/or gender?	
	What amendments would you like?	
	When	
	Which documents	
6	Support needs	
	Do you need any support to be put in place?	
	This could include coursework extension, change of accommodation, support managing transition at work placement etc	
	What and when?	

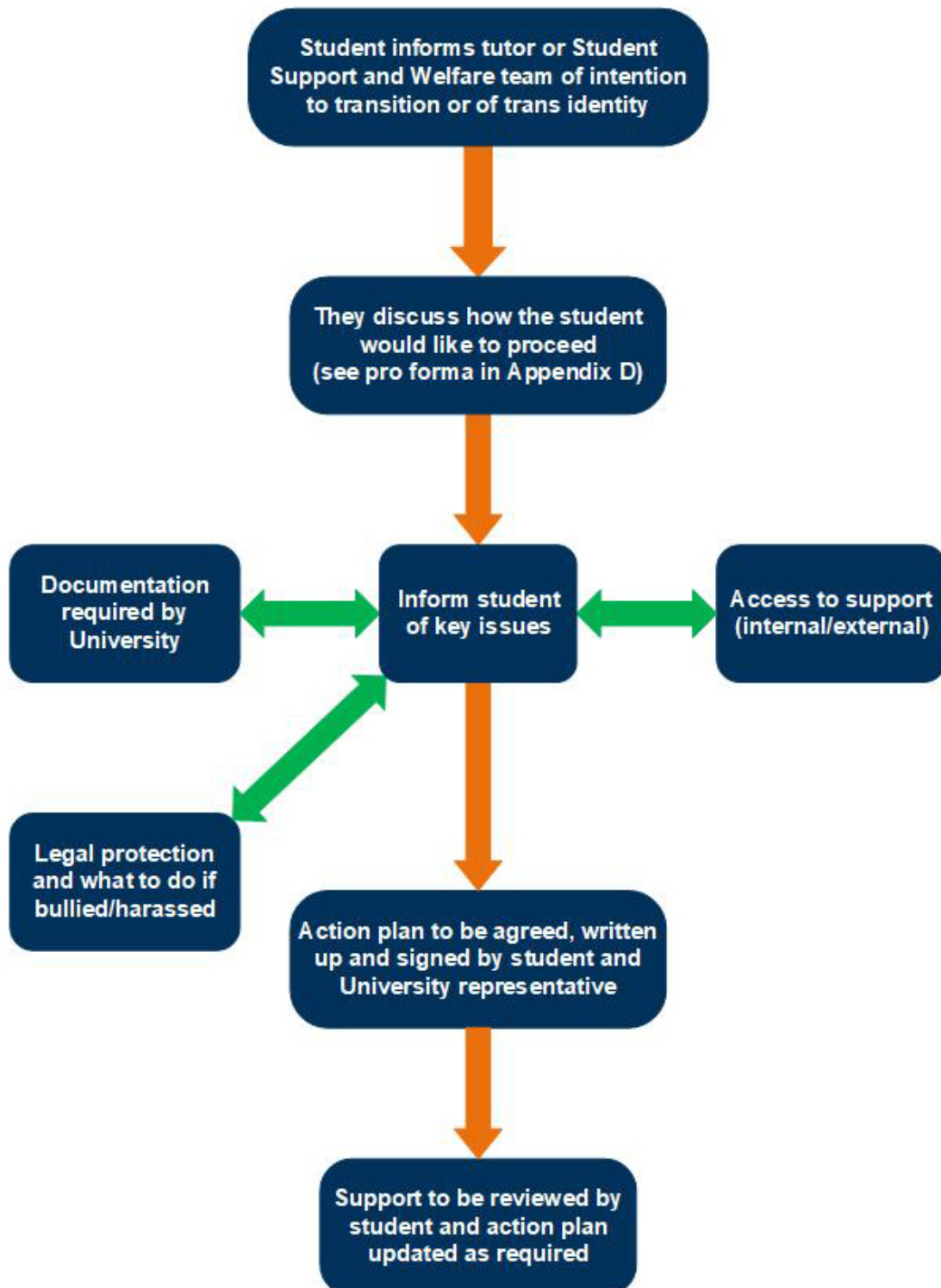
	<p>Will you need any reasonable adjustments?</p> <p>This might be because of medical treatment and /or side effects of drug therapy and could include regular rest breaks, extra time etc</p>	
	What and when?	
7	Accommodation and/or other facilities	
	Will you want any changes in your accommodation and/or access to other facilities?	
8	Dress code	
	Will you need any changes in the dress code to be made?	
8	Other information or comments	
9	Signatures	
	Plan to be reviewed on	
	Agreed by staff member	

	Name	
	Title	
	Signature	
	Date	
	Agreed by student	
	Name	
	Signature	
	Date	

Appendix E

Flowchart for supporting a student through transition at Brunel University London

This aims to guide discussions during transition.



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