

Transgender Guidelines

A student's transgender status or gender assigned at birth is not considered directory information and therefore cannot be released without prior consent. Disclosing this information to other students, their parents, or other third parties may violate privacy laws, such as FERPA. Therefore, school staff must not disclose information that may reveal a student's transgender status to others, including parents and other school staff, unless legally required to do so or unless the parents or student (if over 18) have authorized such disclosure.

- I. Non-Discrimination, Harassment, Intimidation, and Bullying
 - A. The policies below should be followed for all students, including those identifying as transgender.
 1. Anti-Harassment Policy (5517)
 2. Bullying and Other Forms of Aggressive Behavior Policy (5517.01)
 3. Sexual Violence Policy (5517.02)
- II. Names, Privacy, Confidentiality, and Record Keeping
 - A. Legal Documents
 1. You are required to maintain legal name and gender assigned at birth on all legal documents and permanent student records UNTIL you are provided with a legal name change.
 2. At the point where a legal name change is provided, all documents moving forward should have the new name listed, but all previous documents should maintain their birth name (unless otherwise requested by a parent or legal guardian).
 3. Any document that is not considered an official school document should feature the student's preferred name (e.g., yearbook).
 4. Once a legal name change has been made and documentation is provided, the previous identification documents are no longer needed and the updated ones should be kept on file.
 - B. Preferred Names & Pronoun Usage
 1. Staff should use the name and pronoun requested by the student or parents that matches their gender identity.
 2. Subs: Powerschool Roster
 - a) If you know that a student goes by a preferred name and you are preparing your sub packet, please make sure to cross out the legal name on the PowerSchool roster and insert the preferred name. This will prevent unintentional "outing" of a student's gender identity.
 - C. Graduation
 1. Legal name must be written on the enclosed diploma.
 2. However, preferred name may be read aloud if all parties are in agreeance.
 3. If the student is 18, and all parties are NOT in agreeance, the decision should be left up to the student due to their status as a legal adult.

D. Communicating with Parents

1. In situations where parents disagree or parents don't know the student's gender identity...
 - a) PreK-5
 - (1) If the school staff are noticing a possible gender identity expression that is misaligned with their gender assigned at birth AND it is disruptive to their education, the school staff should consult with a counselor, social worker, or district employee to engage in a non-leading discussion with the student to better understand certain behaviors or expressions you are noticing.
 - (2) Based off this discussion, engage the parents in a conversation about the child's behaviors and expressions you have noticed in the classroom.
 - b) And they are in 6th - 12th grade
 - (1) The school staff should have a discussion with the student first about how to address them (names/pronouns) with their parents.
 - (2) The staff should not out the student to parents unless it is a matter of health and/or safety.
 - (3) Work with the student to gain confidence to share their identity with their parents.

III. Bathrooms/Locker Rooms

A. Bathrooms

1. A student shall have access to facilities that correspond with their gender identity. Any student that is uncomfortable using a gender-segregated facility, regardless of the reason, will be provided with a safe and non-stigmatizing alternative. Students should NOT be required to use a single-stall restroom alternative, but it can be provided as an option.

B. Locker Rooms

1. Establish, communicate, and model clear guidelines for respecting privacy and boundaries in changing areas.
2. Work with the student to determine a comfortable space for them to change and provide alternative options to any student who is uncomfortable in their currently assigned changing area.

IV. Overnights

- A. When a transgender student is part of a team or trip that needs overnight accommodations, please provide the student and family the following options:

1. Do you have students who know about your situation?
 - a) If yes:
 - (1) If the student is able to self-select their roommates, with whom they've shared their gender identity, and all students and parents agree to the rooming arrangements, the

student should be allowed to stay with students of the same gender identity.

(2) If other students know about the situation and they are not comfortable rooming with the student, then we must go to the other options listed below.

b) If no or students are uncomfortable sharing a rooming assignment:

(1) The student can stay with students of their corresponding birth gender.

(2) The student can stay in a room with their parents or in a room with a chaperone (if agreed upon by student and parents).

(3) The student can commute home for the evening if the location is close enough to permit driving back and forth.

B. Establish, communicate, and model clear guidelines for respecting privacy and boundaries. Explicitly name expectations of what it means to be in a communal environment. This is critically important and will improve all students' experiences.

V. Dress Code

A. Students should be allowed to dress consistently with their gender identity, so long as they are abiding by the dress code policy with their clothing selections.

VI. Sports & Gender Segregated Activities

A. Students should be allowed to participate on sports and co-curricular teams consistent with their gender identity, so long as they meet the rules and regulations of the OHSAA:

<http://www.ohsaa.org/Portals/0/Eligibility/OtherEligibilityDocs/TransgenderPolicy.pdf>

B. In circumstances where students are separated by gender in a school activity, students should be allowed to participate in a manner consistent with their gender identity (e.g., boy and girl busses, boy and girl lines in elementary, etc.).

VII. Transition Support & Resources

A. Stonewall Columbus (1160 North High St, Columbus, 614-299-7764)

B. Kaleidoscope Youth Center (603 East Town St, Columbus, 614-294-5437)