



The Kassia Academy
Part of KINGS ACADEMY TRUST

Transgender Policy

Last reviewed: September 2025

Next review due by: September 2026

We do things differently.....

H.E.R.E

*High Standards
Empathy
Resilience
Emotional Response*

Contents

Introduction.....	2
Principles	2
Early Help Process.....	3
Terminology and language.....	3
Names and pronoun change	3
Name Changing and Statutory Tests	3
School Attendance	4
The Curriculum.....	4
School Photos.....	4
Transphobia and Bullying.....	5
Physical Education.....	5
Swimming lessons.....	5
Toilet Facilities	5
School Uniform.....	5
Residential Trips.....	6
Work Experience.....	6
Vaccinations.....	6
Dealing with Objection from Other Parents.....	6
Media Interest.....	6
Confidentiality.....	7
GLOSSARY OF TERMS	7

Introduction

Gender is often an important part of an individual's identity and developing a positive sense of gender identity is part of growing up. However, gender identity is often complex and there is a spectrum of gender which is wider than just boy/ man or girl/ woman.

Practice to support trans children is embedded across school policies and curriculum and build on best practice already in place to eliminate discrimination, harassment, and victimisation; advance equality of opportunity and foster good relations.

This policy seeks to provide a broad overview of the needs of transgender children and their families.

Principles

In developing practice to support trans children, our school will try to follow these principles: Listen to the child, their parents, carers, and siblings. Wherever possible follow their lead and preferences.

No child should be made to feel that they are the ones who are causing problems or that they owe anything to their school in return for being treated with the equality they deserve and are legally entitled to.

Avoid seeing the child as a problem and instead see an opportunity to enrich the school community and to

challenge gender stereotypes and norms on a wider scale.

Avoid where possible gender segregated activities and where this cannot be avoided, allow the child to access the activity that corresponds to their gender identity.

Challenge bullying and discrimination.

Promote positive attitudes to gender diversity by including trans issues within activities relating to discrimination, hate crime, diversity, inclusion, SRE and PSHE.

Early Help Process

It is important that any support offered to a transgender child or young person starts with identifying their individual needs. It must be understood that some trans people may not want any treatment/support. Some may choose to be known by a different name or to wear different clothes. However, most or all young trans people (and their families) will need some expert/specialist support as they grow up and develop.

A trans child may benefit from an Early Help Assessment in line with Warrington's Safeguarding Children's Partnership procedures to identify any additional needs arising from transgender issues.

The Kassia Academy would (with agreement and in consultation with the pupil and parent/carer) complete an Early Help Assessment to identify specific information that the young person would like to be shared with those working with them to avoid them having to repeat themselves.

When completing the assessment particular attention should be paid to the sections on emotional health and wellbeing, family and social relationships, behaviour and an action plan put in place to address these issues and ensure the young person has a robust support plan. The allocated Lead Professional should always be someone who knows and gets on well with the child.

Further guidance on the Early Help Process: <https://www.warrington.gov.uk/early-help>

Terminology and language

The correct terminology and language should be used, in order to do this, there may need to be some education in lessons around sexual orientation and gender so that staff and pupils have a clear understanding that sexual orientation and gender identity are two completely different things. For the matter of fairness and inclusion it is extremely important that the correct gender, name, and pronouns are used correctly to address transgender pupils.

Names and pronoun change

Respecting a child or young person's request to change name and pronoun is crucial in supporting and validating that young person's identity. Some transgender children and young people may wish to change their name to make it in line with their chosen identity. Although they may not have changed their name legally, individuals have the right to choose the name by which they are known to by staff and fellow pupils. More information on changing names on birth certificates can be found at:

www.deedpoll.org.uk/CanABirthCertificateBeChanged.html Name Change Clinic - Mermaids
(mermaidsuk.org.uk)

Name Changing and Statutory Tests

If a transgender pupil wishes to have their preferred name recognised on school systems, this will be supported and will feed on to letters sent home, school reports, pupil's books.

Furthermore, the change of name and associated gender identity will be respected and accommodated by The Kassia Academy. It is a real indicator that the transgender pupil is taking steps to, or proposing to move towards a gender they feel they wish to live in.

A pupil's record on the school's management and information system can be changed to reflect his or her preferred name. However, the gender recorded has to remain as it was when the pupil was assigned his or her Unique Pupil Number (UPN), unless the pupil's birth certificate or legal gender is changed via a Gender Recognition Certificate.

Guidance explains that a pupil's original name and gender will have to be recorded for exam entries and certificates, unless the pupil has legally changed his or her name, for example by deed poll. Once an exam result is accredited it will be linked with a UPN which existed in the school census information. UPNs are only linked with legal names, not preferred names. Within a Primary School setting, examination certificates are not issued but if at secondary it is possible for examination certificates to be issued in the preferred name.

Schools need to be aware that the DfE analysis of school performance data may still present the pupil in the gender registered by their UPN.

It is possible for any document to be changed to reflect the chosen name of the young person. Changing the gender recorded on a birth certificate is not however possible until a Gender Recognition Certificate has been issued. In order to change a name on other official documents such as passport, it might be necessary for evidence of change of name to be produced: there are two main ways in which this can be done, by deed poll and by statutory declaration. The Citizens Advice Bureau and other transgender support organisations will have more information on this subject. A person under 16 years of age cannot change their name legally without the consent of a parent.
(See Resources and Further Support)

School Attendance

The Kassia Academy, part of Kings Academy Trust will make reasonable adjustments to accommodate absence requests for any treatment or appointments with external sources in line with their absence policy.

It is possible that the young person may be accessing support from outside of school so provision must be made in order for the student to be absent from school, but confidentiality must be maintained at all times when complying with absence procedures. Sensitive care will be taken when recording the reason for absence. The young person may need time off for a medical appointment and it should be recorded as an M code rather than being off sick.

The Curriculum

The issues connected to transgender will be visited for pupils through the PSHE programme that we offer. These issues may also be touched upon during other subjects.
Our whole school approach includes:
Using the curriculum to challenge gender stereotypes and develop understanding of transgender issues.
Covering transgender issues in training for staff and governors.

School Photos

Trans children may feel fine with having their photograph taken at school, but steps must be taken to ensure that these images do not reveal any confidential information. The Kassia Academy will always seek parental/carers permission to publish photos in line with the school policy.

Transphobia and Bullying

The Kassia Academy have a robust behaviour and anti-bullying policy. In line with this policy, transphobia incidents will be recorded and dealt with in the same manner as other incidents that are motivated by prejudice, e.g., racist, or homophobic incidents.

Physical Education

Sports and Physical Education is a key aspect of the national curriculum and the physical and mental well-being of young people. Physical Education develops pupil's competence and confidence to take part in a range of physical activities that become a central part of their lives, both in and out of school.

A young Transgender person has the same right to Physical Education as other young people. With regard to young Transgender people at school, there should be reasonably few, if any, issues regarding participation within the sports of their true gender.

There may be sports where, as puberty develops, male to female (M2F) Transgender participants may have a physical advantage over other girls but this should not present a problem within a carefully and sensitively managed lesson context. The issue of physical risk within certain sports should also be managed properly within the lesson context rather than preventing young Transgender people from participating (which would be discriminatory).

If a pupil is binding their chest, they should be monitored carefully during particularly physical activities and in hot weather. There is a chance that the binding could cause discomfort or even impair breathing. Short breaks from activity could be offered discretely.

If PE lessons are segregated by gender for any reason, transgender pupils will be allowed to participate in the activity that corresponds to their gender identity, if they wish. Transgender pupils can wear the PE kit that corresponds to their gender identity.

Changing Room Facilities

The use of changing room facilities will also be carefully considered. Facilities for Transgender pupils will be sensitive to their needs and also recognise the needs and sensitivities of other students. When competing at another school or outside venue, school staff must ensure there is appropriate sensitive provision available.

Swimming lessons

When a Transgendered pupil takes part in swimming lessons then a risk assessment of the changing facilities should be completed. There must be careful consideration, in consultation with the pupil and in line with the health and safety policy of the leisure centre or swimming pools health and safety procedures. For example, it may be against health and safety regulations to wear a t-shirt in the swimming pool and therefore would be more appropriate for a F2M pupil to wear swim shorts and a rash vest.

Toilet Facilities

There is provision at The Kassia Academy for unisex toilets. Transgender students will be able to use these facilities which have been labelled sensitively and appropriately.

School Uniform

Transgender students will be expected to follow the School Uniform Policy, which covers uniform, make-up

and jewellery and hairstyles.

There is a generally broad range of uniform available for both genders (i.e., girls and boys can wear trousers and all students must wear a jumper, shirt, and tie etc.).

Residential Trips

Careful consideration and preparation are needed where a transgender pupil is taking part in a residential trip – to exclude a transgender pupil would be contravening the Equality Act. Taking part in activities off site may lead to overnight stays. Issues may arise for both young Transgender pupils and other pupils, but this must not mean transgender pupils cannot be included on the visit or activity. The Kassia Academy, will give consideration in advance of any additional needs.

We will ensure all staff on the visit and staff at the centre are fully briefed to ensure the transgender pupil is fully included and their needs catered for in a sensitive, inclusive way. The sleeping arrangements will be considered and thought about carefully before a visit/trip is undertaken; it is possible that a transgender pupil would prefer to have a separate room etc. Each individual case and visit needs to be considered separately and in-depth discussions will happen well in advance, with the pupil, their parents, and all appropriate bodies, linked to the accommodation available.

Risk assessments should be carried out prior to residential trips so that reasonable adjustments can be made to allow the pupil to participate.

Work Experience

Where The Kassia Academy is considering a work experience placement, the school will complete a suitable assessment on the potential placement to establish if there is any risk to the young Transgender person, taking account of the young Transgender person's right to privacy – as a general principle, personal information on the young Transgender person must not be shared.

The Kassia Academy will be sensitive to this in our planning before any young Transgender person is placed in any business or organisation. Careful discussion about the placement with the pupil and parents or guardians, will occur to find the most suitable way forward to ensure the placement is successful.

Vaccinations

The Kassia Academy will allow any gender specific vaccinations to be carried out at the GP's surgery in order to eliminate any embarrassment.

Dealing with Objection from Other Parents

Page 19 of the GIRES guidance relays advice on dealing with parents who object to a Transgender pupil attending the school. It recommends that school inform parents "that the child, like any other, has the right to remain at the school and to be kept safe and happy." The guidance explains that parents that fail to accept the school's policy would be free to withdraw their children.

Media Interest

Confidential information about pupils will not be shared with other parents. The following suggested suitable response for staff to offer should they be asked questions in relation trans issues:

"We value all our pupils and care for them, whatever their personal circumstances. Our main job is to give

them a good education in a happy school environment. That is what we are focusing on, and we would ask everyone to respect the privacy of all our pupils."

Staff must know their duties and responsibilities around data protection so that they fully understand why information is protected, and when, how and to whom certain information can be released.

Confidentiality

All people have a right to privacy. This includes the right to keep private one's trans status or gender non-conforming presentation at school. Information about a child, young person or staff member's trans status, legal name, or gender assigned at birth also constitutes confidential medical information. School staff should not disclose information that may reveal a child or young person's transgender status or gender non-conforming presentation to others, including parents/carers and other members of the school community unless legally required to do so or because the child or parent/carer has given permission for them to do so. Staff need to be careful about discussing the trans gender child beyond the confines of the school.

Trans children and staff have the right to discuss and express their gender identity openly and to decide when, with whom, and how much to share information. When contacting the parent or carer of a trans child or young person, school personnel should use the child or young person's legal name and the pronoun corresponding to their gender assigned at birth unless the child, young person, parent, or carer has specified otherwise.

GLOSSARY OF TERMS

Binding – a F2M adolescent that is developing breasts may strap down their chest so that it is less obvious. This can be hot, uncomfortable, and restrictive but very important to their psychological and emotional wellbeing. It might make certain PE lessons difficult for them to participate in and could sometimes lead to breathing difficulties, skeletal problems, and fainting.

F2M – Female to Male, a person that was identified as Female at birth but came to feel that their true gender is actually Male.

Gender – the way that a person feels about themselves in relation to their physical and mental self; the basis of their identifying as male, or female, or neither, or either, or both.

Gender Dysphoria – the medical condition that describes the symptoms of being Transgender.

Gender Identity Disorder – GID is a medical term describing being Transgender, this tends not to be used owing to the subtext around the word 'disorder'.

Gender Recognition Certificate – an official document presented by a Gender Recognition Panel that enables all official documents and records (including birth certificate) to be amended to the true gender of the individual thereby providing full legal recognition.

Gender Role – the social role/interaction with others, which gives expression to the inner gender identity and reinforces it.

M2F – Male to Female, a person that was identified as Male at birth but came to feel that their true gender is actually Female.

Packing – a F2M person may wear a prosthetic item in their pants that will give a „bulge“ in their trousers so as to appear more male.

Sex – the way a person's body appears, sometimes wrongly, to indicate their gender. Transgender – a person that feels the assigned gender and sex at birth conflicts with their true gender.

Transsexual – a Transgender person who lives fulltime in their true gender. True Gender – the gender that a person truly feels they are inside.

Crossdresser - People who wear clothes, make-up commonly associated with the 'opposite' sex, but who do not necessarily identify as that gender.

Cis - A cis person is someone who identifies as the same gender they were designated at birth. So, if someone is born female and identifies as a woman, they are cis. It is an easy way to refer to someone who is not trans. The word 'cis' comes from the Latin for 'same'.

Gender Pronouns - A trans young person may change their name and the pronoun they use. Some may wish to change their pronoun from 'he' to 'she' or vice versa. It's important to respect these and listen to how a young person wants their name and pronoun shared, and with whom.

Make sure you help them understand the impact of sharing their new pronouns and how some people may react. You can build their confidence so they're comfortable sharing these with others if they wish to. Some people prefer gender-neutral pronouns such as they/their and ze/zir. If you are unsure which pronoun to use, wait for an appropriate moment and ask.

Alternatively, indicate the pronouns you use first – this gives people an opportunity to say theirs too.
<https://www.childrens.com/health-wellness/understanding-gender-pronouns>