

Policy/ Procedure/ Strategy: Trans Policy and Procedure

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Step 1

Aim of proposed activity/decision/new or revised policy or procedure:

This policy aims to help ensure that the Conservatoire’s staff, students and visitors are treated with dignity, respect and fairness and are able to work, study and visit the Conservatoire free from harassment, discrimination and victimisation regardless of their gender identity.

- x **New**
- Revised**
- Existing**

Who will be affected?	Who will be consulted?	Evidence available:
<p>Trans staff, students and visitors as well as potential staff and students.</p> <p>Key personnel, specifically E& D Officer and Senior IT Analyst. Assistant Registrar if student and HR Advisor if staff member.</p> <p>Managers of trans staff</p> <p>Head of Department/ tutors of trans students</p> <p>All staff and students will need to be made aware of the policy and their responsibilities within it.</p>	<p><u>Internally:</u></p> <p>Existing trans students.</p> <p>Students Union</p> <p>Equality & Diversity Forum.</p> <p>Staff Consultative Forum</p> <p>CSMT</p> <p>EIS</p> <p><u>Externally:</u></p> <p>TransEDU Community of Practice</p> <p>Scottish Trans Alliance</p>	<p>Notes from meetings</p> <p>Iterations of policy drafts</p> <p>Email feedback</p> <p>Notes from meetings</p> <p>Email feedback</p>

Step 2 Potential Impact

Potential Positive/Negative/Neutral Impact identified P,N,NI	Age	Disability	Gender Reassignment	Marriage/ Civil partnership	Pregnancy/ Maternity	Race	Religion or Belief	Sex	Sexual Orientation	Care Experience
Eliminating Discrimination	NI	NI	P	NI	NI	NI	NI	NI	NI	NI
Advancing Equality of Opportunity	NI	NI	P	NI	NI	NI	NI	NI	NI	NI
Promoting Good Relations	NI	NI	P	NI	NI	NI	NI	NI	NI	NI

Provide detail of Positive/Negative/Neutral Impact identified:
 The impact of this policy is entirely positive for anyone who is intending to, is currently or who already has transitioned. The policy lays out what is expected of all parties, including what behaviour is considered unacceptable within our place of work and study, and provides clear and detailed guidelines for both students and staff members who are transitioning. All feedback has been positive and we will continue to monitor the impact of the policy on an ongoing basis, in the hope and expectation that it provides a supportive environment for all concerned. Training is to be provided to assist with the implementation in due course – it is anticipated that this will be in 2019.

Step 3 Action to be taken:

Implement the policy.

- Summary of EIA Outcome:** (tick one) **No further action to be carried out**
- Amendments or changes to be made**
 - Further consultation needed - seek advice from E&D Officer**
 - Do not implement policy - stop and review**