Trans and Gender Diverse Inclusion Policy

Version 3.0

Approved by the Board of Governors

Last Amendment: August 2026

LSST is committed to providing a learning and working environment in which all individuals are treated with dignity, courtesy and respect. This policy sets out how LSST supports students who identify as transgender or gender diverse, while ensuring compliance with legal obligations and respecting the rights of all members of the LSST community.

Due regard is given for the following legislation and/or external quality assurance and best practise frameworks:

1. The Equality Act (2010) and associated secondary legislation, including *For Women Scotland Ltd v The Scottish Ministers* [2025] UKSC 16
2. The Gender Recognition Act (2004)
3. The General Data Protection Regulation and the Data Protection Act 2018
4. The Human Rights Act 1998

This policy is aligned to the expectations and core practices of England's *Regulatory Framework for Higher Education*; the Regulatory Framework is the definitive reference point for all UK higher education institutions and sets out how academic standards are established and maintained and how the quality of learning opportunities is assured and enhanced.

DOCUMENT INFORMATION

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*The document owner is responsible for maintaining and updating the content of this document and ensuring that it reflects current practice at the LSST.

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1. INTRODUCTION

1.1. London School of Science and Technology (LSST) is committed to fostering an inclusive and supportive environment for all members of its community, including transgender, gender non-binary, and gender non-confirming individuals.

1.2. This policy has been written to reflect LSST's commitment to supporting transgender individuals though their transition process and ensuring equal opportunities and respect for all individuals regardless of gender identity.

2. DEFINITIONS

2.1. **Sex:** The biological sex of an individual, observed at or before birth.

2.2. **Gender Identity:** Gender identity refers to some people's deeply felt sense of their own gender, which may or may not align with their sex observed and recorded at birth. Equally, other people may not recognise the concept of a gender identity.

2.3. **Non-binary:** Some individuals do not identify exclusively within the gender binary margins of 'man' or 'woman'.

2.4. **Transgender:** An umbrella term for individuals whose gender identity differs from the sex observed and recorded at birth. This term encompasses a wide range of experiences, including but not limited to transgender women, transgender men, and non-binary individuals.

2.5. **Gender Transition:** The process through which transgender individuals change their outward gender presentation to align with their gender identity. This process may involve social, medical, and/or legal aspects, such as changing one's name, pronouns, clothing, and/or undergoing hormone therapy or surgical procedures.

2.6. **Gender Expression:** Gender expression refers to the way in which a person externally presents their gender to others. This can be done through clothing, appearance, and other means. Typically, transgender individuals seek to match their gender identity with their gender expression. It is important not to assume one because of the other; LSST encourages communication as to how individuals would like to be addressed if there is uncertainty.

3. LEGAL CONTEXT

3.1. This Policy considers the legal context, including the following:

- The Equality Act (2010) and associated secondary legislation, including *For Women Scotland Ltd v The Scottish Ministers* [2025] UKSC 16.
- The Gender Recognition Act (2004).
- The General Data Protection Regulation and the Data Protection Act 2018.

- The Human Rights Act 1998.

4. LEGAL IMPLICATIONS

4.1. Gender Recognition Certificates are issued to transgender adults who have successfully applied and met the criteria of the Gender Recognition Panel and is an initiative that is enabled by the Gender Recognition Act 2004. From the date of issue, successful applicants are regarded in law as their acquired gender. This act makes it unlawful to pass the information of a person's transgender status to a third party without their explicit consent.

4.2. LSST is mindful of the legal context, in particular the above legislation, and the nine Protected Characteristics as detailed in the Equality Act 2010.

4.3. LSST recognises that there must be a careful balancing of rights across all nine protected characteristics and will have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations across all the protected characteristics and groups. This includes consideration of competing rights and making efforts to balance them fairly and transparently.

5. PRINCIPLES

5.1. LSST is committed to treating all individuals with respect and dignity, regardless of their gender identity or expression. The school affirms the inherit worth and humanity of every person.

5.2. LSST respects the privacy of transgender individuals and will maintain confidentiality regarding an individual's transgender status unless required by law or with explicit consent. An individual's transgender status will not be disclosed without their permission.

5.3. LSST aims to create a supportive environment where transgender individuals feel safe in expressing their gender identity. The school strives to cultivate a culture of inclusion and belonging for all members of the community.

5.4. LSST ensures that transgender individuals have equal access to all academic and professional opportunities, facilities, and resources. There is a commitment to removing barriers to success and providing support where needed.

5.5. LSST prohibits discrimination against transgender individuals in all aspects of academic and professional life. This is including - but not limited to - admissions, classes/academic environments, hirings, promotions, and access to facilities and resources.

6. TRANSITIONING PROCESS

6.1. LSST respects and recognises an individual's gender, therefore, no proof of gender change is required to change an individual's gender, title, or preferred name, except for a change of their legal name.

6.2. **Proof of identity** – Proof of legal identity is required from all students at their admissions stage, and this must match with evidence of qualifications and eligibility to study/work in the UK. This includes:

- Passport
- Driving license
- Birth certificate

6.3. **Name changes** - In cases of transitioning students who wish to provide up-to-date documentation reflecting a name change at any point during their studies, LSST will update internal records to reflect the individual's new information accordingly. This includes – but is not limited to – academic records, identification cards, and email addresses. Documentation that can be provided includes:

- A registered statutory declaration of name change (deed poll).
- Gender Recognition Certificate (**this cannot be requested by LSST** and should only be provided if the individual wishes to present it).
- Updated passport, driving license, and birth certificate.

6.4. Official name changes to records can only be made following the provision of legal documentation (see 6.2). Where a legal name change has not been made, LSST will use an individual's preferred name and pronouns in all communications and interactions. Faculty, staff, and students are encouraged to use individuals' preferred names.

6.5. **Support services** – LSST provides signposting to counselling, support groups, and other resources for transgender individuals, including healthcare services. The school strives to provide comprehensive support to all students.

6.6. **Facilities** – Provision of single-sex facilities will be managed in accordance with the Equality Act 2010, relevant statutory guidance, and applicable case law. LSST will also seek, where reasonably practicable, to provide gender-neutral or single-occupancy facilities.

6.7. It is important that assumptions are not made regarding any aspect of a student's transitioning journey, and that communication is maintained to understand their specific support needs during their time at LSST.

6.8. LSST will handle information relating to a person's transgender status, previous names and gender history in accordance with data protection legislation and, where applicable, the Gender Recognition Act 2004.

6.9. Access to such information will be restricted to staff who require it for legitimate educational, administrative or legal purposes.

6.10. Information regarding an individual's transgender status will not be disclosed unnecessarily and will be treated as confidential.

6.11. Please refer to the **Equality, Diversity, and Inclusion Policy**, and the **Prevention of Bullying, Harassment, and Sexual Misconduct Policy** for further information.

7. COMPLAINTS AND GRIEVANCES

7.1. LSST has established procedures for addressing complaints and grievances; these may be used in relation to discrimination or harassment based on gender identity.

7.2. Individuals who believe they have been discriminated against or harassed are encouraged to report their concerns via the complaints or grievance policy for further investigation and resolution.

7.3. The complaint procedure is detailed in the **Student Complaints Policy**, which is available to access on the student portal or LSST website. LSST is committed to taking prompt and appropriate action to address instances of discrimination or harassment.

7.4. LSST will record and monitor complaints relating to harassment, bullying or discrimination associated with gender reassignment and gender identity to identify trends and inform equality and inclusion activity.

8. REVIEW AND EVALUATION

8.1. This policy will be reviewed and evaluated regularly to ensure its effectiveness in supporting transgender individuals and its alignment with the principles of inclusivity and the balancing of rights at LSST. Feedback from students, staff, and faculty is welcomed to better improve the school’s policies and practices.

9. CONTACT INFORMATION

9.1. For questions or concerns regarding this policy, individuals may contact the Head of Student Lifecyle.

10. CONCLUSION

10.1. LSST is dedicated to creating an inclusive and supportive environment where all members of our community can thrive academically, professionally, and personally. This policy reflects the school’s commitment to promoting equality, respect, and dignity for transgender individuals, and f upholding the principles of equality, dignity, inclusion and respect for all.

APPENDIX A: Glossary

Biological Sex

The sex of a person as recorded at birth and recognised in law. Biological sex is a protected characteristic context under the Equality Act 2010 and may be relevant where single-sex services or facilities are provided.

Confidential Information

Information relating to an individual's personal circumstances, including information concerning gender reassignment, gender history, previous names, or transgender status, which must be handled in accordance with data protection legislation and, where applicable, the Gender Recognition Act 2004.

Equality Act 2010

The principal legislation in Great Britain that protects individuals from discrimination, harassment and victimisation based on protected characteristics, including gender reassignment.

Gender Expression

The way in which a person presents or expresses their gender through appearance, clothing, behaviour, language or other personal characteristics. Gender expression may or may not align with a person's sex or gender identity.

Gender Identity

A person's personal sense of their own gender. A person's gender identity may or may not correspond with their sex observed and recorded at birth.

Gender Recognition Certificate (GRC)

A legal document issued under the Gender Recognition Act 2004 that enables an individual to be legally recognised in their acquired gender, subject to the statutory requirements of the Act.

Gender Reassignment

One of the protected characteristics under the Equality Act 2010. A person is protected if they are proposing to undergo, are undergoing, or have undergone a process to reassign their sex by changing physiological or other attributes of sex.

Non-binary

A term used by some people whose gender identity does not sit exclusively within the categories of man or woman. Non-binary individuals may identify as having no gender, multiple genders, or a gender that is different from male or female.

Preferred Name

The name by which an individual wishes to be known in their day-to-day interactions, regardless of whether it has been legally changed. LSST may use a preferred name in accordance with its procedures and legal obligations.

Protected Characteristic

A characteristic protected under the Equality Act 2010. These include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

Single-Sex Facilities

Facilities designated for use by members of one sex. The provision and management of such facilities are governed by the Equality Act 2010 and relevant legal guidance.

Transgender

An umbrella term for individuals whose gender identity differs from the sex observed and recorded at birth. This may include transgender women, transgender men and some non-binary individuals.

Transition

A process through which a person seeks to live in a way that reflects their gender identity. Transition may include social, legal and/or medical steps and may vary considerably between individuals.

Victimisation

Treating a person unfavourably because they have made, supported, or are believed to have made a complaint or allegation under equality legislation

VERSION HISTORY

Version	**1**	
Revised by:	Quality Unit Head of Lifecycle	
Revision summary:	*Annual review and update, contact information in section 8 updated, policy contents updated (par. 5.6 and 5.7), minor grammatical corrections, document format applied, version control applied.*	
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Revised by:	Quality Unit	
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