



## Guidelines for Supporting Transgender and Non-Binary Students: Key Points for PSD Staff Members

Section	Key Points for PSD Staff Members
Purpose	<ul style="list-style-type: none"><li>• The full Guidelines set out protocols for staff to address the needs of our transgender and non-binary students in various situations to ensure the students are not experiencing discrimination and/or harassment at school.</li></ul>
Discrimination and Harassment on the Basis of Gender Identity and Expression	<ul style="list-style-type: none"><li>• Staff must work to ensure that students do not experience discrimination and harassment based on their gender identity or gender expression, which is prohibited in District policy and Colorado law.</li><li>• This includes ensuring that students have access to participate in educational activities, course offerings, athletics, counseling, employment assistance, and extracurricular activities regardless of their gender identity or gender expression.</li></ul>
Confidentiality and Privacy	<ul style="list-style-type: none"><li>• If a parent/guardian has gender-related questions about their student, the staff member should refer them to the school counselor, who will address the questions.</li><li>• Staff should respect the degree to which transgender and non-binary students are out to others, and the school counselor will support these students in coming out to their family and others, as appropriate.</li><li>• When communicating with a parent/guardian of a transgender or non-binary student, staff should use the name and pronouns that a student's parent/guardian use to avoid outing the student.</li></ul>
Name and Pronouns	<ul style="list-style-type: none"><li>• Staff should use the affirming name and pronouns of transgender and non-binary students and address any use of an incorrect name or pronoun by staff or students.</li><li>• The deliberate or persistent refusal to respect a student's gender identity or expression by intentionally using an incorrect name and/or pronoun is an example of harassment in District policy and Colorado law.</li><li>• When communicating with a parent/guardian of a transgender or non-binary student, staff should use the name and pronouns that a student's parent/guardian use to avoid outing the student.</li></ul>
Official Records	<ul style="list-style-type: none"><li>• Transgender and non-binary students can update their name, gender, and pronouns in Synergy, but the District will maintain an official record that includes a student's legal name and gender to comply with reporting requirements.</li></ul>
Dress Codes	<ul style="list-style-type: none"><li>• Staff should not enforce the dress code policy more strictly against transgender and non-binary students.</li><li>• All students may dress in accordance with their gender identity and gender expression.</li></ul>



Restroom Accessibility	<ul style="list-style-type: none"> <li>• All students shall have access to a restroom that corresponds with their gender identity, including transgender and non-binary students.</li> <li>• Staff should accommodate a student if the location of an affirming restroom requires extra time for travel.</li> </ul>
Locker Room Accessibility	<ul style="list-style-type: none"> <li>• All students shall have access to a locker room that corresponds with their gender identity, including transgender and non-binary students.</li> </ul>
Physical Education Classes	<ul style="list-style-type: none"> <li>• Staff should work to ensure that transgender and non-binary students have access to an affirming gender-segregated physical education class while working to increase gender-inclusive class options for all students.</li> </ul>
Student-Centered Activities, Clubs, and Programs	<ul style="list-style-type: none"> <li>• Staff are encouraged to reduce or eliminate activities that segregate students by gender to be inclusive of students with all gender identities.</li> <li>• Staff should work to ensure that transgender and non-binary students have access to affirming gender-segregated clubs and programs while working to increase gender-inclusive options for all students.</li> </ul>
Athletics and Activities Sanctioned by the Colorado High School Activities Association	<ul style="list-style-type: none"> <li>• Staff will follow the CHSAA Constitution &amp; Bylaws for all students.</li> <li>• Transgender students can participate and compete in activities and athletics that are consistent with their gender identity.</li> <li>• Gender fluid and non-binary students may select one gender with whom they participate and compete.</li> </ul>
Overnight Activity and Athletic Trips	<ul style="list-style-type: none"> <li>• Staff should work with transgender and non-binary students to plan for sleeping arrangements during overnight trips that are safe and affirming to the student while respecting the student's privacy.</li> <li>• In most cases, transgender students should be assigned to share a room with other students who hold the same gender identity.</li> <li>• Staff should work to create options for non-binary students who may not identify as male or female when room assignments are segregated along the male-female binary.</li> </ul>
Facilitation and Communication of an <i>Individual Gender Support Form</i>	<ul style="list-style-type: none"> <li>• Transgender and non-binary students may complete an <i>Individual Gender Support Form</i> with their school counselor to support the student in gaining access to a school environment that affirms their gender identity and is free from discrimination and harassment.</li> <li>• The school counselor will communicate the individual support within this form to relevant staff members.</li> </ul>
Resources	<ul style="list-style-type: none"> <li>• Resources specific to these Guidelines will be included and updated on the LGBTQIA+ subpage within PSD's Student Services website.</li> </ul>