

**Regulation 7550R**

**Students**

**STUDENT GENDER IDENTITY**

All students need a safe and supportive educational environment to progress academically and developmentally. The District is committed to fostering a safe learning environment for all students, free from discrimination and harassment on the basis of sex, gender, gender identity, gender nonconformity, and gender expression. In accordance with applicable law, regulations, and guidelines, the District will ensure that students have equal access to all District programs, facilities, and activities. The District will assess and address the specific needs of each student on a case-by-case basis.

**Supporting Students**

When apprised of a student's transgender or GNC status, the District will endeavor to engage the student and their parent or guardians, as appropriate, in an effort to agree upon a plan that will accommodate the student's individual needs at school. Transgender and GNC students have the right to discuss and convey their gender identity and expression openly and to decide when, with whom, and how much to share this confidential information. Ideally school staff, the student, and parent or guardians should work together to develop a plan to accommodate the student's individual needs. Counselors will work with the student to complete Form 7550 F.2 - *Confidential Gender Support Plan* to accommodate the student's individual needs.

Pursuant to NYSED Guidance, students may be addressed by their affirmed name and gender or have a nickname added to the student management system prior to or without obtaining parent/guardian permission. This is added in Infinite Campus (the District's Student Management System) under the field, "Nickname."

When a student expresses safety concerns around their gender, the School Counselor will work with the Building Administrator prior to completing the Name and Gender Request Form to plan accordingly. The Gender Support Plan (7550 F.2) will inform any steps that need to be taken to ensure student safety and confidentiality.

In instances where a student discloses their transgender or GNC status but has not yet informed their parent/guardian, it is critical that, as they do in other situations, counselors and/or social workers work with the student to determine how best to involve the student's family. In addition to their own support, school personnel can help to bridge the student and family to outside resources that will help them to navigate the situation. While students may want to separate their identity and interactions at school from those at home and elsewhere, these expectations are unrealistic, especially as their identity becomes more publicly known.

**Records: Student Name and Gender Change**

Following the submission of a name change order or other government issued document or court issued documentation of a name change for any current or past student, the District will update the student's name on any document or record issued or maintained by the District. This is not applicable to archival records that cannot be accessed or when modifying archival records is prohibited by law. The District will update any current or past student's gender upon submission of any form or government identification.

For any current or former student who has not legally changed their name or gender, the District will, upon request, update its records and student management system to reflect the student's asserted name and/or gender. In this case, a *Name and Gender Change Request form (7550F.1)* must be completed. However, the District may need to use the student's legal name and gender in certain, limited circumstances. Any student identification cards will be issued with the name reflecting the gender identity the student consistently asserts at school.

The District will maintain the confidentiality of student information and records as required by law. Further any records with a student's assigned birth name and gender will be maintained in a separate, confidential file.

If a student wishes to change their name and/or gender in the student's permanent educational records when there is no documentation of a legal name and/or government ID indicating the updated gender Form 7550F.1, *Student Name and Gender Change Request Form* must be completed and submitted by a parent/guardian or a student 18 years of age or older. Once completed the West Irondequoit Central School District will archive the student's legal name in their student management system (SMS) to accurately identify their records. Once their name is updated in the SMS, their affirmed name will appear on the student's permanent education records going forward.