Gender-Inclusive Schools

A student may initiate a conversation regarding their gender identity with any staff member, such as a teacher or school counselor. The staff member will assist the student to notify the school administration. The administrator will meet with the student to:

- develop understanding of that student's individual needs with respect to their gender expression or identity, including any accommodations that the student is requesting under this policy, procedures, and state and federal law; and
- develop a shared understanding of the student's day-to-day routine within the school so as to foster a relationship and help alleviate any apprehensions the student may have with regard to their attendance at school.

The school may not require the student to attend a meeting as condition of providing them with the protection to which they are entitled under this policy, procedures, and state and federal law regarding gender expression or identity.

Communication and Use of Names and Pronouns
To the best of their ability, staff members will use the name and pronouns as requested by the student. Staff members will not knowingly or deliberately misuse the requested name and pronouns.

With the approval of the student's parent/guardian, the requested name will be used with District records and communications (such as Skyward) with the exception of the standardized high school transcript.

Official Records
The standardized high school transcript is the only official record that requires a student's legal name. The District will change a student's official records to reflect a change in legal name upon receipt of:

1. Documentation that the student's legal name or gender has been changed pursuant to a court order or through amendment of state or federally-issued identification; or
2. A written, signed statement explaining that the student has exercised a common-law name change and has changed their name for all intents and purposes and that the change has not been made for fraudulent reasons.

Upon request of the student's parent/guardian, schools will change a student's official gender designation pursuant to the Office of the Superintendent of Public Instruction's (OSPI's) process found at: https://www.k12.wa.us/sites/default/files/public/cedars/pubdocs/2018-19cedarsreportingguidance.pdf.

Confidential Health or Educational Information
To ensure the safety and well-being of the student, school employees will not disclose a student's gender status to others, including other school personnel, other students, or the parents of other students, unless the school is (1) legally required to do so or (2) the student has authorized such disclosure.

Restroom Accessibility
Students will be allowed to use the restroom that corresponds to the gender identity they have declared to the school administration. No student will be required to use a restroom that conflicts with their gender identity. Any student—regardless of gender identity—may use a private restroom.

Locker Room Accessibility
Students will be allowed to use the locker room that corresponds to the gender identity they have declared to the school administration.

Reasonable alternatives to locker room conditions for any student who wants additional privacy include, but are not limited to:

- Use of a private area (e.g., nearby restroom stall with a door, an area separated by a curtain, an office in the locker room, or a nearby health office restroom);
- A separate changing schedule (i.e., utilizing the locker room before or after the other students).

The school will provide accommodations needed to allow the student to keep their gender status private. No student will be required to use a locker room that conflicts with their gender identity.

Interscholastic Athletics and Activities
For participation in interscholastic athletics and activities, the school's athletic director will assist students to complete the Gender Identity Participation procedures set forth by the Washington Interscholastic Activities Association (WIAA). The District will not discriminate based on gender expression, gender identity, or sex.

Training and Professional Development
The District will designate one person to be the primary contact regarding this policy and procedure relating to gender identity. The primary contact must participate in at least one mandatory training opportunity offered by OSPI. The District will provide staff training, annually, in an effort to build the skills of all staff members to prevent, identify and respond to harassment, intimidation, bullying, and discrimination.

Discrimination and Harassment Complaints
Discrimination and harassment on the basis of sex, gender identity, or gender expression are prohibited within the District. It is the responsibility of each school, the District, and all staff to ensure that all students have a safe school environment. The scope of this responsibility includes ensuring that any incident of discrimination or harassment is given immediate attention and reported to the person designated as the primary contact for this Policy 3211, Gender Inclusive Schools. The primary contact will communicate with the district's Civil Rights Compliance Coordinator.

Complaints alleging discrimination or harassment based on a person's actual or perceived gender identity or expression are to be taken seriously and handled in the same manner as other discrimination and harassment complaints. This includes investigating the incident and taking age and developmentally-appropriate corrective action.

Anyone may file a complaint alleging a violation of this policy using the complaint process outlined in the District's Nondiscrimination Procedure 3210P.

Anyone may file a complaint for harassment, intimidation, and bullying using the complaint process outlined in the District's Prohibition of Harassment, Intimidation, and Bullying Procedure 3207P.

The District will share this policy and procedure with students, parents/guardians, employees, and volunteers.

Adoption Date:
Classification: **Essential**
Revised Dates: