

THE WAVERLY SCHOOL'S GENDER INCLUSION POLICY

Supported by the Waverly DEI Board Committee, 04.19.2022

The Waverly School fosters an educational environment that strives to be safe, welcoming, and free from stigma and discrimination for all students, families, and employees, regardless of their gender identity or expression. This gender inclusion policy, in accordance with our Mission Statement, ensures that all community members can express themselves and live authentically. Acts of discrimination, bullying, and harassment based on gender identity are prohibited and will be handled with immediate attention as outlined in the Family and Employee Handbooks.

CONFIDENTIALITY and PRIVACY

The Waverly School shall ensure that all personally identifiable and medical information relating to the gender identity of all individuals is kept confidential in accordance with applicable state, local, and federal privacy laws:

An individual's gender identity is a private matter. Transgender and gender-expansive community members can discuss and express their identity openly, if they choose. It is up to each individual to decide when, with whom, and how much private information to share regarding one's own gender identity.

NAMES and PRONOUNS

Using an individual's chosen name and gender-affirming pronouns fosters a safe, supportive, and inclusive environment. All Waverly School community members will use the name and pronouns with which an individual identifies or requests. The Waverly School shall not require legal or medical documentation when an individual requests a name change or gender marker change.

Pronouns should never be assumed for any person. It is the responsibility of all community members to find out what name and pronouns each person uses. Waverly teachers are encouraged to ask students about their name and gender-affirming pronouns at the beginning of the school year as well as how they want to be addressed in class, in correspondence to the home, and during conferences with the student's parents or guardians.

Students are encouraged to self-advocate and update their name and pronouns using the **Name and Pronoun Update Form**. For younger students who express the desire to change their name or pronouns, it is recommended that faculty members help the student to fill in the form if parents/guardians have not yet made faculty aware of the changes. When a student needs help discussing their gender identity with their family, they can call into action a support team, which will include the school counselor, the division head, and one other trusted adult on campus.

Once a student shares a change of name or pronouns, community members are required to address them as requested. Safeguards (such as updated names and gender on rosters) shall be implemented by the school to reduce the possibility of inadvertent slips or mistakes, particularly among temporary personnel, such as substitute teachers, or coaches.

When misgendering and “deadnaming” occur, school community members should make every effort to correct the mistake, ensure they are not repeated, and immediately address any misuse of a student’s name or pronouns.

If a community member consistently uses an individual’s incorrect name or pronouns, the individual being harmed should talk to a trusted adult on campus who will intervene on their behalf with the person who is causing the harm, as well as inform the appropriate division head. After this, if there is no resolution and the community member continues to misgender or deadname the individual, the behavior will be treated as harassment with disciplinary consequences.

The Waverly School community should be mindful of gendered language utilized in phrases like “ladies and gentlemen,” “boys and girls,” or circumstances where groups are divided by binary genders as these can cause unnecessary stress and anxiety for transgender and gender-nonconforming students. Other ways to address or group individuals should be considered:

- ungendered language: everyone, folks, friends, y’all, or colleagues
- ungendered grouping practices: divide by birthdate, favorite colors, or random numbering, rather than by binary genders.

SCHOOL RECORDS

The Waverly School will make name and gender identity changes in the school database when such a request is received. ID cards, school publications, and diplomas will be printed with the individual's preferred name. Waverly-generated documents requesting an individual to identify their gender shall offer transgender and non-binary as options. It should be known, however, that there are instances when documents containing an individual's legal name and gender must match those that appear on government-issued documents.

SCHOOL FACILITIES

With respect to all restrooms, locker rooms, or changing facilities, individuals shall have access to facilities that correspond to their gender identity. The Waverly School currently offers ungendered, single-occupant restrooms on all campuses. Separate restrooms, locker rooms, or changing facilities for male and female students, provided that all individuals have equal access to facilities that are consistent with their gender identity, may still be maintained.

Transgender and non-binary individuals should determine which facilities they feel safest and most comfortable using. Students uncomfortable with using shared gender-segregated facilities will be given a safe and non-stigmatizing alternative, when they request it. Under no circumstances will students be required to use a facility that is inconsistent with their gender identity. Finally, transgender and gender-expansive students shall not be required to only use a single-user facility because they are transgender or gender-expansive.

The Waverly School is committed to providing all-gender facilities with increased privacy in future new construction or renovation projects to improve accessibility for people with disabilities, transgender and nonbinary individuals, and others.

P.E., SPORTS, and EXTRACURRICULAR ACTIVITIES

Students shall be permitted to participate in all physical education, athletics, and other extracurricular activities according to their gender identity. Participation shall not require legal or medical documentation of an individual's gender.

Participation in interscholastic sports is currently governed by the Foothill Sports League for middle school sports and the International League for high school sports. The Athletic Director is responsible for assuring that league policies do not exclude the participation of transgender and non-binary students. Alternative sports leagues should be considered if the policies of the Foothill Sports League and the International League do not align with our Mission Statement. The Waverly School cannot guarantee that gender-neutral facilities will be available at opponents' sites. When gender-inclusive facilities are not available, coaches will be responsible for ensuring the safety of all athletes.

OVERNIGHT TRIPS

The Waverly School will offer gender-inclusive accommodations for all people participating on school-organized trips. Trip chaperones will share details about accommodations, facilities, and behavioral expectations while on the trip with students and families well in advance. Matters of personal privacy, bathroom use, and sleeping arrangements will be addressed on a case-by-case basis. No person shall be denied the opportunity to participate in any overnight trip due to their gender identity or expression.

DRESS CODE

At The Waverly School any dress code policy is and will be gender-neutral. The school must not enforce a dress code more strictly against any group of students, including transgender and gender-nonconforming students.

TRAINING, COMMUNITY EDUCATION

As an institution built on the foundation of knowledge and education, The Waverly School is dedicated to ensuring all students, families, and employees are prepared with the information necessary to create a safe, welcoming, and inclusive learning environment. To foster this environment of learning and inclusivity, the school will offer forums, workshops, guest speakers, or training programs for all community members on topics specific to the needs of supporting transgender and gender-expansive individuals. These training sessions will help to ensure that people new to Waverly are informed about the gender inclusion policy and practices of the school.