RTD Academy

Policy: Parental Notification and Consent for Gender Identity-Related Names and Pronouns

Effective Date: September 1, 2025

Last Reviewed: December 2025

Authority: Education Amendment Act, 2024

1. Purpose

This policy establishes RTD Academy's procedures for parental notification and consent when a student requests to be referred to by a gender identity-related preferred name and/or pronouns, in accordance with the Education Amendment Act, 2024.

2. Scope

This policy applies to all RTD Academy students under the age of 18 and all staff.

3. When Notification and Consent is Required

Parental notification and/or consent is required when a student under 18 requests that RTD Academy staff refer to them by a new preferred name or pronouns **related to their gender identity**.

This requirement does **not** apply to nicknames or shortened versions of legal names unrelated to gender identity.

4. Procedure

4.1 By Age

1. **Students Under 16:** RTD Academy must notify the student's parent(s) and obtain written parental consent before staff may use the requested name or pronouns.
2. **Students Aged 16-17:** RTD Academy must notify the student's parent(s). Consent is not required, but notification must occur before staff use the requested name or pronouns.
3. **Students 18 and Over:** Parental notification is not required.

4.2 Student Support Prior to Notification

If notification is reasonably expected to result in psychological or emotional harm to the student, or if the student requests support, RTD Academy will ensure the student is provided with counselling or other appropriate assistance *prior to* parental notification.

4.3 Process

1. When a student makes a request, staff will inform the Principal.
2. The Principal will connect the student with counselling support if requested or if concerns about harm exist.
3. The Principal will notify the parent(s) and obtain consent where required.

4. For students under 16, staff will use the student's legal name and pronouns until written consent is received. For students 16-17, notification must be documented before the new name/pronouns are used.

5. Responsibility

The Principal is responsible for the implementation and monitoring of this policy.

6. Policy Availability

This policy is published on RTD Academy's website and is available upon request.

7. Review

This policy will be reviewed annually or as legislative changes require.