



TUS Policy on Gender Identity & Expression

Revision History:

Date of this revision: June 2024	Date of next review: August 2025
---	---

Version Number/ Revision Number	Revision Date	Summary of Changes	Changes marked
1.0	August 2025		

Consultation History:

Version Number/ Revision Number	Consultation Date	Names of Parties in Consultation	Summary of Changes
		Registrar Office Estates Office Office of Student Experience & Education HR Office Staff Unions	

Development and Approval Log:

Responsible for:	Title
Policy Developer:	EDI Manager
Policy Owner:	Vice President People, Culture & EDI
Recommended by:	GB Sub Committee on People, Culture & EDI
Approving Authority:	Governing Body
Reference Documents:	

Approval:

Version	Approved By:	Date
1.0	Governing Body	24 th June 2024

This Policy was approved by Governing Body on the 24th June 2024. It shall be reviewed and, as necessary, amended by the University annually. All amendments shall be recorded on the revision history section above.

Date Approved: __24 th June 2024 __	Date Policy to take effect: 24 th June 2024	Date Policy to be Reviewed: __August 2025__
--	---	---

Document Location:

Website – Policies and Procedures	X
Website – Staff Hub	X
Website – Student Hub	X
Other: - Internal Use Only	

Contents

1. Purpose	6
2. Principles/Statement of Commitment.....	6
3. Scope.....	7
4. Related policies	7
5. Definitions.....	7
6. Legislative Context	8
7. Support to Staff and Students who wish to transition	9
8. Rights, Roles & Responsibilities:	10
9. Training and Awareness.....	12
10. Confidentiality and Privacy	12
11. Supports for Former Staff and Students Alumni.....	12
12. Support Guidelines for International Staff & Students.....	13
13. Forms and Records.....	13
14. Physical Facilities.....	13
15. Clubs, Sports & Societies.....	14
16. Feedback and Complaints Procedures.....	14
17. Review and Reporting.....	14
Appendix 1 Operating Procedures.....	15
Appendix 2 USEFUL SUPPORTS AND RESOURCES.....	25

1. Purpose

The Technological University of the Shannon (hereafter TUS) is committed to recognising and supporting diversity in gender identity and gender expression. The overall aim of this policy is to promote and support an environment of dignity, respect and inclusivity, where staff and students can develop to their full potential, irrespective of gender identity and gender expression.

2. Principles/Statement of Commitment

TUS is committed to building a community where each individual is free to achieve their full potential without limitations based on gender expression and/or identity.

TUS will:

- Recognise that students and staff may identify with any or no gender, (Gender neutral/Agender/Neutrois) and that each student and staff member has their own unique identity;
- Take all reasonable steps to provide appropriate support to ensure an inclusive environment of dignity and respect. TUS will provide due process in responding to breaches of this through TUS Dignity & Respect at Work Policies and Procedures and TUS Student Policy on Dignity and Respect: Dealing with Harassment and/or Bullying among Students;
- Endeavour to use gender neutral terms as appropriate
- Respect the privacy of each staff member and student with regard to gender diversity, expression and identity. TUS will not reveal personal information pertaining to their gender identity without their prior knowledge and consent.
- Support an environment in which all students and staff members can be open in relation to their gender identity and will feel respected, safe, welcome and included in our community.
- Endeavour to provide reasonable and appropriate arrangements, academic adjustments, and services if a student/staff member's trans status or transition is affecting their engagement with their work/education/social integration at TUS.
- Facilitate all staff, students and alumni who wish to update their personal records to match their gender identity and expression, by providing clear and easily accessible guidelines for all related processes, whilst ensuring confidentiality throughout. This service should be provided with no additional cost.
- Encourage and facilitate staff awareness and training to ensure a supportive and accepting environment.

3. Scope

This policy applies to all of the following:

- Governing Body members
- Current employees, all applicants for employment, and former employees.
- All students, all student applicants, and alumni.
- All who engage with TUS. This includes those who provide or avail of its services. This includes, but is not limited to contractors, vendors, visitors, external members of institutional clubs and societies.

All members of TUS share the right to protection under this policy in addition to carrying the responsibility of ensuring that the policy is adhered to. This policy includes conduct that takes place on all TUS campuses, on TUS property, for example, sports pitches, and also at functions, events and activities where an individual is representing TUS. This policy also covers the use of electronic technology and electronic communication, such as; email, text message, and social media platforms which are associated with TUS.

4. Related policies

This policy should be read in conjunction with the following policies and procedures:

- TUS Student Policy on Dignity and Respect: Dealing with Harassment and/or Bullying among Students;
- TUS Student Code of Conduct & Discipline
- TUS Student Complaints and Problem Resolution Procedure
- TUS Dignity and Respect at Work Policy and Procedure
- TUS Staff Code of Conduct

5. Definitions

The words people use to describe themselves and others are very important. Using the incorrect words can (often unwittingly) undermine peoples' dignity and reinforce exclusion. When in doubt, introducing yourself with your pronouns and allowing others to follow suit is generally the most respectful approach. The Transgender Equality Network Ireland (TENI) provides an expanded list of definitions: [Transgender Equality Network Ireland \(TENI\) Glossary of terms](#).

6. Legislative Context

Legal requirements taken into consideration in preparation of this policy include the following:

- Equal Status Acts 2000-2018, which prohibit discrimination in the provision of goods and services, accommodation and education under the nine protected grounds of: gender, marital status, family status, age, disability, sexual orientation, race, religion, and membership of the Traveller community.
- Employment Equality Acts 1998-2015, which promote equality and prohibit discrimination under the nine protected grounds (see above) in connection with employment.
- Irish Human Rights and Equality Commission Act 2014, which places a legal obligation on all public bodies in Ireland to eliminate discrimination, promote equality and protect the human rights of their members, staff and the persons to whom they provide services.
- Gender Recognition Act 2015, which allows all individuals over the age of 18 years to selfdeclare their own gender identity. This legislation also provides for a process to legally recognise the gender identity of individuals between the ages of 16 and 18 years.
- Data Protection Acts 1988-2018, which regulate the processing of personal data and the free movement of such data.
- The Health and Safety Acts 2020.
- The Disability Act 2005.

7. Support to Staff and Students who wish to transition

In the first instance, staff members or students who would like support from TUS in relation to gender identity or gender expression should make initial contact with the Equality, Diversity and Inclusion Office. A representative from this office will then work with the student or staff member directly, or signpost them to the appropriate support for their needs.

Staff members and students are encouraged to develop an individualised confidential Transition Plan with the support of the Equality, Diversity and Inclusion Office and/ or trained contact person, in order to plan for change of personal details, plan for reasonable and relevant arrangements or accommodations to be put in place and plan for the communication of those needs to the relevant functions in a timely manner. Information on contact person and supports for students and staff will be available on the TUS website.

TUS provides a range of supports and information for students and staff members.

For Students:

- Peer advice and support provided through TUS LGBT+ Societies. Contact TUS Societies Officer for information on these Societies
- Advice and guidance about Equality Diversity and Inclusion provision at TUS through the EDI Office
- Information and Support through the TUS Students Union Officers
- TUS Student Counselling Service
- TUS Health Unit and TUS Student Sexual Health Service (TUS Midlands)

For Staff:

- Advice and guidance about Equality Diversity and Inclusion provision at TUS through the EDI Office
- Information and support from your line manager
- Information and support from the TUS Human Resources Office
- Confidential 24-hour service through the Employee Assistance Programme

Operational procedures relating to change of records and development of a Transition Plan with the support of the EDI office is outlined in Appendix 1 of this policy.

8. Rights, Roles & Responsibilities:

Every member of the TUS community has a shared responsibility for ensuring an environment that protects the dignity and respect of its members. Specific rights, roles and responsibilities are described in the following paragraphs.

8.1 Rights

All members of the TUS community have the right to:

- ✓ Be treated with fairness, dignity and respect and to be able to express one's gender identity freely;
- ✓ Privacy and confidentiality and the disclosure of information only with consent;
- ✓ Equal access to employment, education, training and promotional opportunities, services, activities and facilities in TUS;
- ✓ Reasonable and appropriate arrangements and accommodations; and
- ✓ Access to facilities appropriate to their gender identity.

8.2 Roles

All members of the TUS community have a role to play in promoting a learning, working and social environment where all students and staff work positively and harmoniously together. Subsequently, all have a role in supporting and promoting this gender identity and gender expression policy. This includes:

- Governing Body
- TUS Management
- Deans of Faculty
- Heads of Departments and Functional Units
- All those who supervise/manage staff
- All those who interface with students and staff, including academics, researchers and support services staff.
- TUS Students Union
- Students

The initial contact unit for transitioning staff and students is the EDI Office.

8.3 Responsibilities

Members of the TUS community, including Governing Body, TUS Management, Deans of Faculty, Heads of Departments and Functional Units, TUS all those who supervise/manage staff have the responsibility to:

- ✓ Take all reasonable steps to ensure that gender identity and gender expression is respected and create an inclusive environment free from discrimination;
- ✓ Signpost supports for members of the TUS community in the area of gender identity and gender expression;
- ✓ In collaboration with the EDI Office, ensure training in relation to gender identity and expression is provided in their area;
- ✓ Support the implementation of the Gender Identity and Gender Expression Policy.

In respecting the rights of students and staff members in relation to this policy, responsibilities include:

- ✓ Respecting the right of the student or staff member to confidentiality and privacy;
- ✓ Meeting with the student or staff member to discuss their needs and provide supports;
- ✓ Informing the student or staff member of their rights and responsibilities;
- ✓ Informing the student or staff member of the supports available internally and externally.

It is the responsibility of all to ensure that bullying or intimidation does not occur at any level within TUS. All staff should be aware that bullying, which affects the dignity of staff members at work, and students in their studies, is unacceptable and can be grounds for disciplinary action. Incidences of bullying or harassment of staff members and students who do not identify with binary (male or female) gender categories, are intersex, and/or are undergoing a gender transition process will be addressed under the TUS Dignity and Respect at Work Policy & Procedures and TUS Student Policy on Dignity and Respect: Dealing with Harassment and/or Bullying among Students.

Any student or staff member wishing to avail of supports in relation to their gender identity has a responsibility to:

- ✓ Inform the relevant contact person of any support needs as soon as possible to allow appropriate arrangements to be put in place in a timely fashion;
- ✓ Provide as much notice as possible to TUS if time off is required for medical needs;
- ✓ If records are to be changed, request this in a timely manner;
- ✓ Ensure that appropriate documentation is submitted as required (submission of name change form for social transition, submission of Gender Recognition Cert/Deed poll for official name change purposes);

✓ In order to respect confidentiality, be clear as to who is to be informed about their gender identity or gender expression and who is not to be informed.

9. Training and Awareness

TUS will provide education for staff and students in order to ensure implementation of this policy throughout our Technological University. Awareness will be incorporated through induction and relevant training programmes for staff and students. Tailored training will be provided to those who support students and staff members in availing of the provisions of this policy.

10. Confidentiality and Privacy

All staff members and students have a right to privacy and this includes the right to keep one's identity private. Each staff member and student has the right to discuss and express their gender identity, transition and/or expression openly and to decide when, with whom, and how much to share.

TUS is committed to:

- Respecting the privacy of all students and staff members, and not revealing information related to their trans and/or nonbinary or intersex status without their prior agreement.
- Facilitating current staff and students seeking to update their personal records to match their gender identity and expression. Detail of this support for former staff and student alumni is outlined in section 11.

Aggregate analysis of data may be required for reporting purposes. Any reporting of this analysis will protect the anonymity of individual cases. Information held by TUS will be compliant with the requirements of the Data Protection Act 2018 and the Freedom of Information Act 2014 in conjunction with any of the relevant and/ or applicable TUS policies. In order to be fully compliant with the aforementioned legislation and policies, TUS staff must take all the necessary precautions ensuring that the safe keeping, accuracy and confidentiality of all records containing personal information are adhered to at all times. Where information is recorded or shared the terminology used must be respectful.

11. Supports for Former Staff and Students Alumni

- Where appropriate, TUS is committed to supporting former staff members who require an update to their personal records to match their gender identity and expression. This support will be provided on a case-by-case basis through formal requests submitted to the HR Office.
- TUS is committed to supporting Alumni students who wish to change the name on parchment or transcripts from original issue. This requires a formal request

through the Registrar's Office. A replacement parchment will involve the exchange of one original parchment for another original parchment.

12. Support Guidelines for International Staff & Students

TUS recognises that some countries do not have a process in place to enable their citizens to express their gender (when different from sex registered at birth) on identification documents such as visas, passports and birth certificates.

TUS recognises that those in Direct Provision, recent migrants to Ireland, and international students may be Trans, Intersex, or Non-Binary students that have suffered and fled oppression in their countries of origin. The intersection of racism and discrimination against the LGBTQI+ community (and Irish Travellers (Mincéirs)) creates unique challenges while also amplifying existing struggles.

Consequently, some students and staff who are citizens of other countries may not have legal identification in their self-defined gender and may seek to 'socially' transition while living, working and studying in Ireland. In such circumstances, students and staff can avail of the name change procedure for online TUS systems, as outlined in Appendix 1.

13. Forms and Records

When TUS staff or students are designing forms or questionnaires, questions on gender should ideally include further options in addition to 'male' and 'female' such as 'non-binary', 'self-defined (please state)' and 'prefer not to disclose'. Forms or questionnaires should also include the non-binary option 'Mx' when the options 'Mr', 'Miss' and 'Mrs' are also provided. It should also be made clear on forms requesting this information what the intended use is, as this may affect how some trans and non-binary people respond. TUS IT systems cannot currently guarantee that options such as 'Mx' or 'non-binary' can always be facilitated, but TUS is committed to providing such options in upgrades to our IT systems.

14. Physical Facilities

TUS will endeavour to ensure that all students and staff members have access to appropriate physical facilities, such as toilets and changing rooms, where feasible. This will include access to male only, female only and/or gender neutral/universal access facilities, as preferred by the student/staff member.

TUS is committed to ensuring that all TUS buildings provide at least one universal access toilet per building, where feasible. TUS also commits to investigating the possibility of making changing facilities unisex.

15. Clubs, Sports & Societies

Trans and Non-Binary people are subject to complex social pressures and higher than average rates of medical issues. TUS recognises that access to exercise facilities, sports teams and having the means to improve their physical and mental health and wellbeing by participating in Clubs, Sports & Societies can be a valuable experience for the Trans and Non-Binary community. TUS is committed to making Clubs, Sports & Societies more inclusive for Trans and Non-Binary students and staff. Currently, best practice is that students who are or have transitioned will have access to Clubs, Sports & Societies in accordance with their preferred gender, bar for official competitions that may be regulated by sporting bodies outside of the University's control and which may not permit this.

TUS urges its Clubs, Sports & Societies to set out to include Trans and Non-Binary people in their activities, by default. In some circumstances, this will require Clubs, Sports & Societies to work sensitively with the Trans or Non-Binary participant to consider how inclusion can be facilitated so that fairness and safety might co-exist.

Students Unions also have the responsibility to ensure that Trans or Non-Binary students and staff are not excluded from participating in non-competitive sporting activities and events. The Office for Equality, Diversity and Inclusion is available to support any TUS Clubs, Sports and Societies with the implementation of these guidelines.

16. Feedback and Complaints Procedures

Any feedback as to the use of, or the application of the policy should be forwarded to the EDI Manager at equalityanddiversity@tus.ie

Complaints regarding the use of this policy will supported through the

- TUS Student Complaints and Problem Resolution Procedure or
- TUS Dignity and Respect at Work Policy and Procedure

17. Review and Reporting

This Policy will be reviewed every 4 years to reflect legal standards, government policy and practice. This will include an audit of time required for name change requests to be implemented in TUS.

The Vice President for People, Culture and EDI will inform the University Senior Management on any issues or updates to this policy and its implementation

Appendix 1 Operating Procedures

TUS is committed to supporting students and staff with diverse genders. Since each individual journey of exploration and expression of gender is different, good communication between the individual and TUS is essential.

1.1 What to do if you are transitioning

Making the decision to transition and begin showing your gender expression may impact on all areas of your life. TUS will work with you and support you throughout this process. The following steps are a guide and not exhaustive.

- **Let TUS know**

As soon as you feel comfortable sharing this information, please let TUS know you will be/ are transitioning by contacting the EDI Manager in the Equality, Diversity and Inclusion Office. You can contact them through the following email address: equalityanddiversity@tus.ie. The EDI Manager will either support you directly or will establish a designated contact person for you, through discussion with you and with your agreement. Sharing your information will enable TUS to plan with you, and support you. All information about your transition will be treated in the strictest confidence.

- **Your initial meeting**

If you notify TUS that you intend to/ are transitioning, a face-to-face meeting in a safe private space or a virtual meeting will be offered by the EDI manager/designated contact person. You can also bring someone of your choice with you for support if you wish. The purpose of this meeting will be to discuss and identify what supports you will need and will help you during your transition and to agree how the practicalities of your transition process will be supported.

A communication transition plan should be developed by the individual, with support from the designated contact person and relevant TUS contacts to assist in the student or staff member coming out and/or transition. This plan will capture key transition points and will assist in recording how issues such as updating records and informing others should be addressed.

While an individual's specific needs will be reflected in the agreed plan, there are some general principles to follow:

- Acknowledge the student or staff member as the gender they identify as from the outset of the process. This means, for example, using their preferred name and pronouns from the day they begin transitioning.

- Respect the student's or staff member's boundaries. Transitioning is a very personal and individual process. Some people may choose to talk about their transition, while others may choose to keep the experience private.
- Respect the student's or staff member's privacy. Do not discuss a person's transgender status or process with others, without permission.
- If you are not sure of how to address or refer to someone, discreetly and politely ask them how they would like to be addressed, including which pronouns they would prefer to be used. One suggestion to do this would be to say "Hi, I just want to ensure I am being respectful, can I please check your preferred pronouns?"

- **Next steps**

The EDI Manager/ Designated Contact person will work in consultation with you to ensure any formal communication relating to your identity is issued to the relevant contacts within TUS. This process will begin within 5 working days after receipt of the Notification of Change of Gender, Name, Title & Pronouns form. The EDI Manager/ Designated Contact person will also link you with any further follow up supports on a case by case basis.

A transition plan for a student/staff member should include the following elements:

- Main contact
- Name and Identification
- The Student Record/ Employee Records
- Communication Strategy
- Additional available staff/student supports

1.2 Name change flow chart

There are two options for supporting a name change within TUS:

- **Name change on online TUS platforms only** (does not require official documentation).
- **Name change on all TUS systems** (requires official documentation – eg Gender Recognition Cert/ Deed Poll).

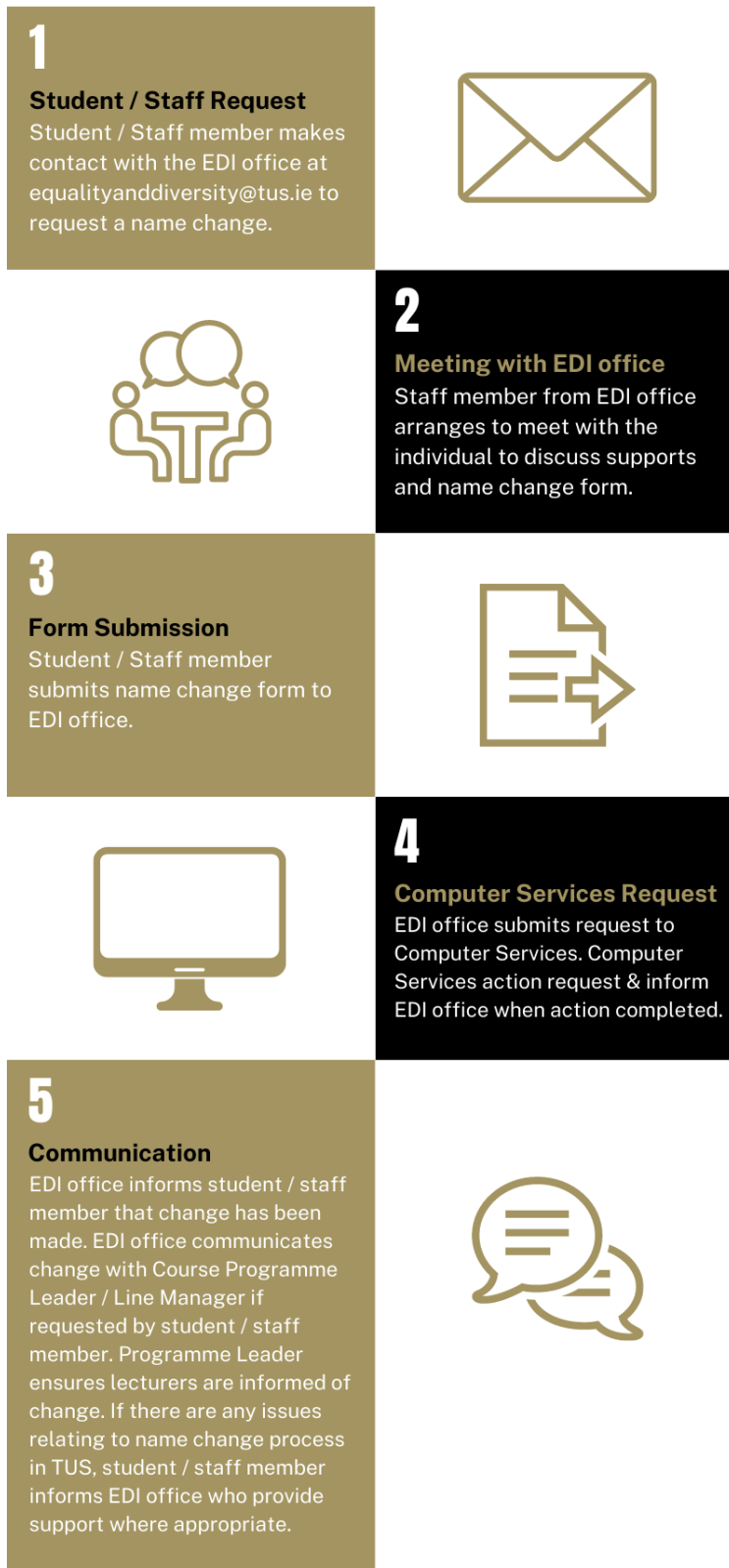
In TUS, we recognise that obtaining legal documentation to support a full change to a student's or a staff member's record may require considerable time. While legal documentation is required to support a name change on official documents and reports such as Academic Award Documents (Award parchments, European Diploma Supplements, Transcripts, Examination Reports, HEA Returns, Grant Awards, ID cards, Payslips, etc.), TUS aims to provide as much support as possible to our

students and staff members with diverse genders in the absence of such legal documentation.

In this regard, the EDI office will work closely with Computer Services and Admissions/HR Office to support a best effort process in ensuring that students and staff members are referred to on a day-to-day basis by their preferred name and that this is reflected in their MS Teams, Moodle and Outlook systems. Computer Services and HR can bear no responsibility for any misunderstandings, miscommunications or embarrassment caused by incomplete or incorrect names being used or displayed on the technology platforms they oversee.

1.2.1 FLOW CHART FOR NAME CHANGE

Online TUS Platforms Only

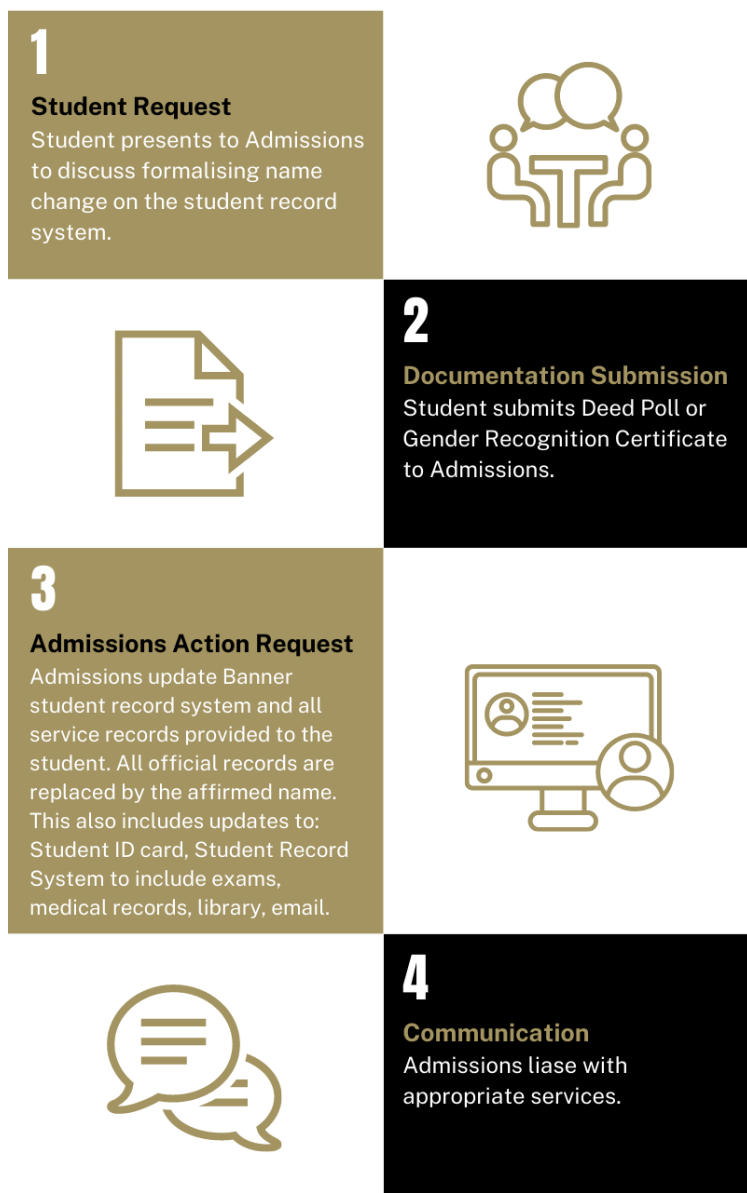


1.2.2 FLOW CHART FOR NAME CHANGE

All TUS Systems

When a change is affected on the student/staff record system all correspondence and communication will issue in that name. The flowcharts below represent the process to be employed to formalise a name change.

Students



1.2.2 FLOW CHART FOR NAME CHANGE

All TUS Systems

Staff





TUS

Notification of change of gender, name, title & pronouns

This declaration form is for students and staff with diverse gender identities and/or expressions, who intend to change their name, gender, title and pronouns and want to inform TUS so that their records can be updated.

Those with supporting documentation for this request (e.g. Deed Poll, Gender Recognition Certificate) are not required to complete this declaration, but can do so as a means of communicating the change of records.

This form must be completed with the assistance of the Equality Manager, Office for Equality, Diversity and Inclusion.

Our commitment to Gender equality

TUS is committed to the eradication of unfair and discriminatory practices, direct and indirect, however and whenever they occur, and ensures that the concepts of diversity and equality are enshrined in its values, objectives and practices. TUS pledges to respect and recognise diverse gender identities and gender expressions, so that all members of the TUS community experience a positive and accepting environment where every member is treated with dignity and respect.

The initial contact person for transitioning staff and students is the Equality, Diversity and Inclusion Office.

Current details on record

Name on record:	Student number/Staff Number:
<input type="text"/>	<input type="text"/>
Date of Birth:	Course/Year:
<input type="text"/>	<input type="text"/>
Email:	Contact number:
<input type="text"/>	<input type="text"/>

I understand that the information shared here will be used to ensure appropriate support for me as a student / staff member of TUS and is confidential. The Privacy Notice within this document identifies the parties with whom it will be shared, necessary and proportionate to carry-out my instruction, and processed in compliance with applicable Data Protection Laws.

I have read the relevant regulations and conditions at the end of this form and understand that by completing this form I am requesting a change of details on my Outlook/Email/MSTeams and any local lists as appropriate (eg class lists on Moodle/Teams).

I understand that TUS can only certify my employment/registration/conferral in the details indicated above. I understand that communication to my home address will use the detail indicated above.

Signature: _____

Date: _____

Changes to be made to Outlook/MS Teams/ Moodle

Please complete each section as appropriate

Record	New Detail
FIRST NAME	
MIDDLE NAME <i>(leave or delete record)</i>	
LAST NAME	
GENDER	
TITLE	
PRONOUNS	

Please return this completed form to the Equality Manager, Office of the Vice President for People, Culture and EDI along with any supporting documentation.

EMAIL: equalityanddiversity@tus.ie

FOR OFFICE USE ONLY:

Documentation Submitted:	Staff signature: Date request submitted:
--------------------------	---

TUS REGULATIONS

1. It is the responsibility of the student/staff member to notify TUS of any changed or incorrect information on their formal record.
2. This declaration form should be completed and submitted to the Equality, Diversity and Inclusion Manager.
3. Students/Staff without access to official supporting documentation in relation to a name or gender change can submit this declaration to amend details only to their email address, Moodle, MS Teams.
4. Students/staff are advised that the name under which any grants, visas or other documentation are applied for should correspond to the name on their official University record. TUS will be unable to certify any documentation presented by a student/staff member that is not in their registered name.

5. Students/staff accept responsibility for these changes to their record and any and all repercussions that may occur in relation to records not aligning with legal documentation of name/gender.

Privacy Notice

What information do we collect and how do we collect your data:

- The information we collect for this process is confined to the following items: Name currently on record; Student or Staff ID Number; Date of Birth; Course and Year; Email; Contact Number. In relation to the identifying details to which you are seeking to have the record amended: Name, Middle-Name, Last-Name, Gender, Title, Pronouns.
- This data is collected for this purpose only by means of your completion of this form.

The purpose and legal basis for processing:

- This data is collected for the purpose of facilitating the change of identifying details that you have indicated on this form.
- The lawful basis for the processing is to carry out the instruction you have provided.

Access to the data you provide is available only to:

- Staff of the Equality Diversity and Inclusion Office (EDI) assigned the duty of initiating the process.
- IT Helpdesk Staff for the purpose of amending your details on the MS Platforms and Banner.
- Where requested by you, EDI will communicate the identifier changes to your Course Programme Leader or your Line Manager. Where students request this step, the Course Programme Leader will ensure your lecturers are informed.

Access is confined to these parties as those are the only parties necessary to ensure the process to carry-out your instructions are practicable.

How long we retain your data:

We store your personal data for as long as is necessary for the purposes set out above and for at least the duration of your studies.

Your Data-Protection Rights and how to exercise them:

You have the following rights under data protection law, although your ability to exercise these rights may be subject to certain conditions:

- The right to receive a copy of and/or access the personal data that TUS holds about you, together with other information about our processing of that data;
- The right to request that any inaccurate data that is held about you is corrected and incomplete data updated;
- The right, in certain circumstances, to request that we erase your personal data;
- The right, in certain circumstances, to request that we no longer process your personal data for particular purposes, or to object to our use of your personal data or the way in which we process it;
- The right, in certain circumstances, to transfer your personal data to another organisation;
- The right to object to automated decision making and/or profiling; and The right to complain to the Data Protection Commissioner.

Where we hold your data:

Your personal data will be stored only on TUS premises or the secure IT platforms of TUS within the EEA.

Contacts in relation to Data Protection Concerns:

If you have any questions about how your personal information is used, or wish to exercise any of your rights, please contact us at dataprotection@ait.ie

How to make a complaint:

If you are unhappy with the manner in which your personal data is being processed by TUS, you can contact the Data Protection Officer at dataprotection@ait.ie

You can also make a complaint to the Data Protection Commissioner by writing to the Data Protection Commissioner, Canal House, Station Road, Portarlinton, R32 AP23 Laois, emailing info@dataprotection.ie or calling +353 (0)761 104 800 or 057 8684800.

Appendix 2 USEFUL SUPPORTS AND RESOURCES

Student Counselling TUS Athlone Campus:

Tel: 090 6468063

Email: Counselling.midlands@tus.ie

Student Counselling TUS Limerick, Tipperary and Clare Campuses:

Tel: 061 293129

Email: Counselling.midwest@tus.ie

Student Health TUS - Athlone Campus:

Student Health Midlands Email: Studenthealth.midlands@tus.ie

Student Sexual Health Clinic – Athlone Campus:

TUS Midlands offers a free nurse-led student sexual health, contraception & health promotion service on campus, which is funded by the HSE. For further information or to make an appointment email: sexualhealth.midlands@tus.ie

Student Health TUS - Limerick, Tipperary & Clare Campuses:

Student Health Midwest (including Sexual Health) Email: Nurses.midwest@tus.ie

Pastoral Care TUS - Athlone Campus:

Pastoral Care Midlands Email: seamus.casey@tus.ie

Pastoral Care TUS - Limerick, Tipperary & Clare Campuses

Pastoral Care Midwest Email: pastoralcare.midwest@tus.ie

50808

text about it

50808

Free crisis support textline. Text TUS to 50808 for free, and speak to a trained crisis volunteer.

Togetherall



Online mental health support service available 24/7 and monitored by clinically trained professionals. Access to online mental health programs and peer support.

Speak Out



Speak Out is an online anonymous reporting tool available to students and staff to disclose incidents of bullying, cyberbullying, harassment, discrimination, hate crime, coercive behaviour/ control, stalking, assault, sexual harassment, sexual assault, and rape.

Transgender Equality network Ireland (TENI):

<https://teni.ie/>

Counselling for Staff:

- Freephone IRE: 1800 814 243
- SMS/WhatsApp: Text 'Hi' to
- 0873690010
- <https://TUSMM.spectrum.life/login?org=TUSMMEAS>