

Introduction

Ferryside Social Enterprise Group has adopted the principle that, in its dealings with the general public, it will treat the English and Welsh languages on the basis of equality so far as is appropriate in the circumstances and is reasonably practical.

Statements:

- Permanent site notices shall be bilingual.
- Written safety instructions for the public and tenants of the Calon y Fferi site shall be available in Welsh and English.
- Logos and letterheads shall be bilingual. Letterheads or standard signatures on letters to the general public shall include a note that correspondence is welcomed in English or Welsh.
- Correspondence received exclusively in Welsh shall be answered in Welsh.
- Where possible, public facing staff shall include at least one person who is bilingual.

Recognising that few of the trustees will be fluent in Welsh and at our current stage of development

- Formal documents, eg the FSEG Constitution and Policies, will be in English only.
- Legal documents, eg leases, will be in English only.
- Correspondence received in English or bilingually will be answered in English only.
- Trustee meetings will be conducted in English. Minutes and meeting notes will be in English

These statements will be reviewed regularly with a view to moving towards bilingual provision

Reviews

This policy and related procedures will be reviewed bi-annually.

Signature of chair:

Date of signature/ratification of policy:

Date that next review is due: July 2021

Date policy reviewed:

July 2019