



**Sporting Memories Foundation and Sporting Memories Network CIC
(‘Sporting Memories’)
Welsh Language Policy Statement**

We acknowledge the fact that under the Welsh Language (Wales) Measure 2011 the Welsh language has official status and should be treated no less favourably than the English language.

This policy operates in conjunction with Sporting Memories’ Equal Opportunities, Disciplinary and Grievance and Recruitment and Selection policies. (All available upon request)

Publicity and promotional material

Events organised by Sporting Memories will be advertised and promoted bilingually. Although Sporting Memories will endeavour to provide all printed materials bilingually, we will consider environmental impact and may make judgements on whether to provide material in whichever language is appropriate. In this case, people will be asked to specify in which language they would prefer to receive material.

Press notices

The Sporting Memories’ press notices and media releases will be issued in accordance with the language of publication.

Written correspondence

Sporting Memories welcomes written correspondence in Welsh or English and the response will be made in the language of the original correspondence. Where the correspondence is bilingual the reply will be made in the language choice of the member of staff. Correspondence with individuals or specific groups may be bilingual or in the language Sporting Memories believes is preferred by the recipient. Corresponding through the medium of Welsh will not lead to delay.

Corporate identity

Sporting Memories is committed to upholding its bilingual public image and corporate identity. This includes its address, logo, visual identity and any other standard information used on stationery, emails, websites, publicity materials, etc using the Welsh Sporting Memories Logo.

Welsh Language Support

Sporting Memories will use the services of Haf Roberts, a freelance translator, to support with written translation. In addition, when required we will access the support from the Welsh Sports Association.

Individual Welsh Language Policies are available upon request for Sporting Memories Foundation or Sporting Memories Network CIC.