

# Gaelic Language Plan

**Second edition**

**2017 – 2020**



This Plan has been prepared under Sections 3 and 7 of the Gaelic Language (Scotland) Act 2005 and approved by Bòrd na Gàidhlig on 8 March 2017.

## Foreword

As Chief Executive of Skills Development Scotland, I am pleased to introduce the second edition of our Gaelic Language Plan.

Skills Development Scotland has, of course, a statutory duty under the Gaelic Language (Scotland) Act 2005 to play its part in promoting the language. With the second edition of our Gaelic Language Plan we have developed a clear, co-ordinated strategic response that builds on, what we believe to be, our already significant achievements in supporting the development of Gaelic language acquisition and usage across Scotland and within our own workplace. We recognise that there is a tremendous opportunity for SDS to join with partners in becoming ambassadors for the language and to shape a future for Gaelic that extends well beyond the reach of this three year development plan.

The high level aims set for us by Bòrd na Gàidhlig in agreement with the Scottish Government include:

- all Gaelic services and resources will demonstrate equal respect for Gaelic and English
- a continuous active offer for all Gaelic Services and facilities
- inclusion of all commitments carried forward from the first edition of our first Gaelic Language Plan.

This Plan sets out a formal structure for our support of the Gaelic language, with new initiatives and clear measurable targets that highlight Skills Development Scotland's commitment to the Gaelic language and culture.

Damien Yeates  
Chief Executive  
Skills Development Scotland

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# Summary

## Introduction

Skills Development Scotland (SDS) is Scotland's national skills body, focused on contributing to Scotland's sustainable economic growth by supporting people and businesses to develop and apply their skills. We work with partners at national, regional and local levels to create a Scotland where:

- employers are able to recruit the right people with the right skills at the right time
- employers have high performing, highly productive, fair and equal workplaces
- people have the right skills and confidence to secure good work and progress in their careers
- there is greater equality of opportunity for all.

This document is SDS's Gaelic Language Plan ('our Plan') prepared within the framework of the Gaelic Language (Scotland) Act 2005, and with regard to both the National Gaelic Language Plan (NGLP) and the Guidance on the Development of Gaelic Language Plans. It sets out how we will use Gaelic in the operation of our functions, how we will enable the use of Gaelic when communicating with the public and key partners, and how we will promote and develop the Gaelic language within SDS.

This is the second edition of our Plan which covers the period 2017 – 2020. It builds on the experience of implementing our first Plan and includes more ambitious and practical outcomes for SDS going forward.

## Gaelic and SDS

SDS operates a network of public access centres augmented by regional and national headquarter locations. Our network extends into areas identified as having higher numbers of Gaelic speakers in the North West and Glasgow as well as areas where Gaelic usage and Gaelic medium education is low or developing. Our national coverage places SDS in a strong position to support activity in traditional Gaelic speaking areas and also encourage the uptake and usage of Gaelic where interest levels are less established.

In 2011, 87,100 people aged 3 and over in Scotland (1.7 per cent of the population) had some Gaelic language skills. Of these 87,100 people:

- 32,400 (37 per cent) had full skills in Gaelic, that is could understand, speak, read and write Gaelic
- 57,600 (66 per cent) could speak Gaelic
- 6,100 (7 per cent) were able to read and/or write but not speak Gaelic
- 23,400 (27 per cent) were able to understand Gaelic but could not speak, read or write it.

During the first year of this Plan, in line with our high level aims, we will work with partners to obtain labour market information data which allows us to track the Gaelic language skills of the population, to ensure that service improvements are prioritised appropriately.

SDS' 2016 Gaelic language survey shows that:

- 16 per cent of SDS employees can speak Gaelic to some extent
- 11 per cent can read Gaelic to some extent
- 7 per cent can write in Gaelic to some extent.

The 'SDS North' operational region, which incorporates the Local Authority Areas of Argyll & Bute, Eilean Siar, Highland, Moray, Orkney and Shetland, has the most Gaelic speakers, readers and writers. SDS North is also the region which has the most customer demand for services in Gaelic.

SDS has a statutory responsibility as detailed in the Gaelic Language (Scotland) Act 2005 and its Gaelic Language obligations are referenced in the SDS Corporate Plan 2015-2020. While certain individuals have more responsibility for the upkeep and implementation of this Plan, all SDS colleagues have a positive contribution to make to the delivery of its actions.

## **Progress to date and priorities going ahead**

Our Plan demonstrates our organisational commitment to the National Gaelic Language Plan (NGLP) 2012/2017 and creates actions relevant to the NGLP development areas where we can have the most impact. These are:

- education: schools and teachers
- education: post-school education
- communities
- workplace
- arts and media.

As a result of our first Gaelic Language Plan, SDS has:

- developed web resources to highlight Gaelic career profiles, primarily through our My World of Work website. The site can now also highlight job vacancies that have a Gaelic element within them
- introduced a Gaelic toolkit through our internal web resource 'Connect'
- briefed colleagues on any events or issues that have a Gaelic context through Connect
- established a series of Gaelic careers events throughout the country, which have now been running for 3 years
- ran a series of Gaelic Awareness events for staff throughout the country
- produced Gaelic language marketing and display materials that have been distributed to Gaelic schools, and displayed at careers and other SDS events
- made a financial contribution, along with other funding partners, towards the Ulpan Programme. Ulpan was a method of Gaelic learning that focussed on the speaking of the language
- developed and implemented dual language branding.

We are committed to delivering the second edition of Our Plan over the next three years and will also take forward any outstanding or ongoing actions that are detailed in the first Plan.

The key areas SDS will focus on over the second edition of our Plan will be to:

- lead the development of Gaelic Foundation Apprenticeships, using existing frameworks delivered through the medium of Gaelic, in sectors where there is recognised need, such as Health and Social Care and Childcare
- lead the development of Gaelic Modern Apprenticeships, using existing frameworks delivered through the medium of Gaelic, in sectors where there is recognised need, such as Health and Social Care, Childcare and the Creative Industries
- expand our services in schools through the medium of Gaelic, utilising our Gaelic staff resource
- work with partners within the national LMI framework, led by Bòrd na Gàidhlig, to develop up-to-date Gaelic labour market intelligence, as per the recommendations of the Adult Gaelic Learning Strategy
- significantly develop further Gaelic web resources for pupils and teachers and work to develop Gaelic web resources for children in Gaelic Medium Education as we extend our digital offer to P5-P7 pupils
- promote Gaelic careers through a series of careers events across the country
- assist with the implementation of the Adult Gaelic Learning Strategy through partnership working
- work closely with Sabhal Mor Ostaig and Scottish Qualifications Authority (SQA) to develop Gaelic materials
- work with HIE and other partners to make a positive contribution to the National Gaelic as an Asset Partnership group
- raise awareness of the Gaelic Language within SDS.

Detailed actions against our [High Level Commitments](#) and Service Standard Commitments [Service Standard Commitments](#) are given in pages **19** to **30** of this Plan.

## **Implementation and monitoring**

The Gaelic Language Plan will formally remain in force for a period of three years from the date it was approved by Bòrd na Gàidhlig. By no later than the end of this period we will review the Plan, make such amendments as necessary, and submit it to the Bòrd for approval.

The majority of activities outlined in this Plan will be, or have already been, incorporated and resourced through SDS's budgets agreed with its sponsor, Scottish Government. External funding may be sought for individual projects such as the creation of Gaelic marketing materials and additional Gaelic resources for staff learning and staff awareness.

Skills Development Scotland will monitor the implementation of the Plan through regular reporting to SDS' Senior Management Team.

# Introduction

## About Skills Development Scotland

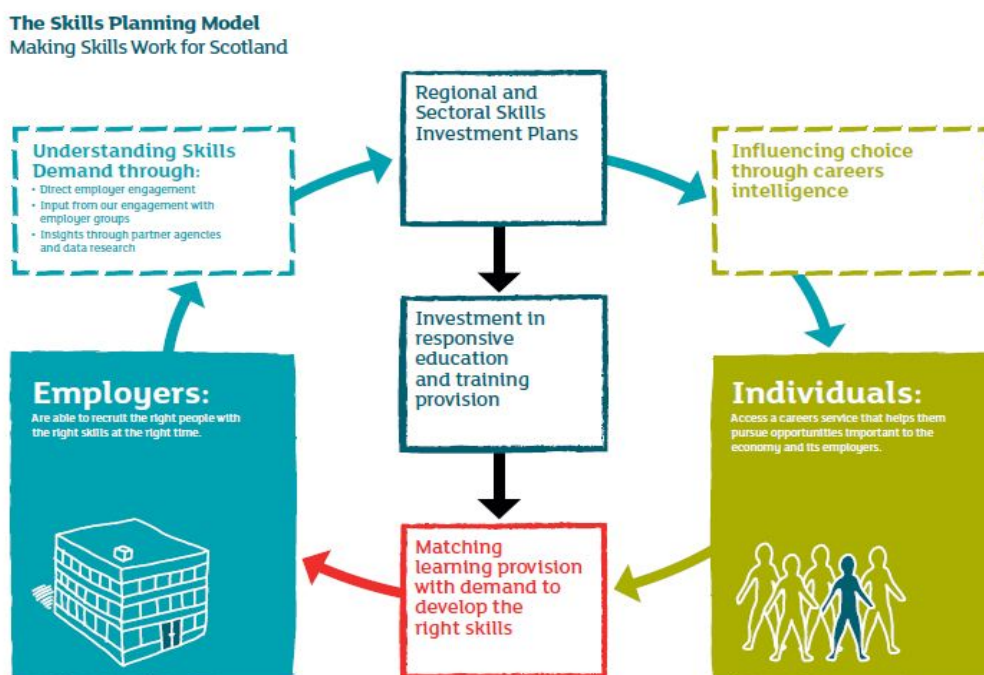
Skills Development Scotland (SDS) is Scotland's national skills body, focused on contributing to Scotland's sustainable economic growth by supporting people and businesses to develop and apply their skills. We work with partners at national, regional and local levels to create a Scotland where:

- employers are able to recruit the right people with the right skills at the right time
- employers have high performing, highly productive, fair and equal workplaces
- people have the right skills and confidence to secure good work and progress in their careers
- there is greater equality of opportunity for all.

We do this by delivering services for individuals and employers that help them to achieve their ambitions. By building strong partnerships with providers, funders and influencers of education and training, we drive a focus on delivering the programmes that will make a real difference to Scotland's communities and economy. Investment in the right skills, at the right time and in the right place is at the heart of our approach to supporting individual achievement, as well as business and economic growth and a fairer Scotland.

Together with partners, we drive skills planning and development, as depicted by the Skills Planning Model in Figure 1. By placing an increasing emphasis on the importance of work-based learning, our approach aims to improve the response of education and training to the needs of industry and ensure people have the best possible chance of succeeding in the world of work.

Figure 1: Skills Planning Model



The approach underpinning the skills planning model informs the development and delivery of our key products and services. These are:

- support for employers to recruit, develop and plan a skilled workforce through a dedicated employer team and a skills web service, [Our Skillsforce](#)
- [Modern Apprenticeships](#) – an established and successful approach to work based learning that enables businesses to train new and existing employees to industry-recognised standards, and to further extend the scope of work-based learning opportunities. These are now complemented by additional work-based learning pathways forming a wider ‘apprenticeship family’:
  - [Foundation Apprenticeships](#), a new model of work based learning introduced in 2014/15, offering senior phase school pupils access to structured vocational learning
  - [Graduate Level Apprenticeships](#) offering a combination of academic and work-based learning at an advanced level – we began piloting alternative approaches with partners in Higher Education in summer 2016
- [Apprenticeships.scot](#), our web service that supports work-based learning and provides a focus for advertising available opportunities
- leading delivery of [PACE](#) (Partnership Action for Continuing Employment), the Scottish Government’s national strategic framework for responding to redundancy situations and supporting the Scottish Government Taskforces set up to tackle specific redundancy situations
- building [Career Management Skills](#) (CMS) through Scotland's all-age career information, advice and guidance (CIAG) service delivered to school pupils, those in transition from school and adults
- [My World of Work](#) - the SDS web service which offers the people of Scotland a unique mix of tools, features and job information to help them develop their career management skills and discover more about themselves and the world of work
- supporting individuals to secure and sustain employment through the development of employability and vocational skills through a local delivery model - the [Employability Fund](#)-co-commissioned with partners, and other employability initiatives.

We continue to target and focus our services where they are needed most, particularly for those young people struggling to make the transition into learning or work. We ensure that our services are accessible to all, and are taking steps to better understand and remove barriers to participation by targeted groups. This includes a continued focus on providing digital solutions to suit customer demand. Underpinning all of our services is our approach to workforce development and workplace innovation through which we aim to demonstrate the benefits of fairness and equality at work.

## **The Gaelic Language (Scotland) Act 2005**

The Gaelic Language (Scotland) Act 2005 (‘the 2005 Act’) was passed by the Scottish Parliament to secure the status of the Gaelic language as an official language of Scotland; commanding equal respect with the English language.

The 2005 Act enables Bòrd na Gàidhlig (the Scottish Government's principal Gaelic development body) to require public bodies to prepare Gaelic Language Plans. This provision was designed to ensure that the public sector in Scotland plays its part in creating a sustainable future for Gaelic, by raising its status and profile and creating practical opportunities for its use.



This document is SDS's Gaelic Language Plan ('our Plan') prepared within the framework of the 2005 Act, and with regard to both the National Gaelic Language Plan (NGLP) and the Guidance on the Development of Gaelic Language Plans. It sets out how we will use Gaelic in the operation of our functions, how we will enable the use of Gaelic when communicating with the public and key partners, and how we will promote and develop the Gaelic language.

This is the second edition of our Plan which covers the period 2017 – 2020. It builds on the experience of implementing the first Plan and includes more ambitious and practical outcomes for our organisation going forwards.

## **Consultation and Approval of Skills Development Scotland's Gaelic Language Plan**

The 2005 Act requires a public body to bring the preparation of its Gaelic Language Plan to the attention of all interested parties. SDS has consulted publicly on the draft of its Plan and taken into account representations made to it during the consultation process.

The draft Plan was available on our website for 6 weeks from 24<sup>th</sup> August 2016. It was promoted through SDS social media channels and distributed to key stakeholders and the public were invited to comment on the draft via email. No comments or queries regarding the content of the Plan were received during the consultation period.

This Plan was approved by Bord na Gàidhlig on 8<sup>th</sup> March 2017.

## **Gaelic in Scotland**

According to the 2011 census, 87,056 people aged three and over in Scotland (1.7% of the population) had some Gaelic language skills. Of these 87,056 people:

- 32,418 (37%) had full skills in Gaelic, that is could understand, speak, read and write Gaelic
- 57,556 (66%) could speak Gaelic
- 6,100 (7%) were able to read and/or write but not speak Gaelic
- 23,400 (27%) were able to understand Gaelic but could not speak, read or write it.

Highland, Eilean Siar and Glasgow City are the local authority areas with the largest numbers of people with some Gaelic language ability; with almost half (49%) of those with some Gaelic language skills nationally, and 70.3% of people who used Gaelic at home, living within these three local authorities.

The proportion of people aged 3 and over with some Gaelic language skills was highest in Eilean Siar (61%), Highland (7%) and Argyll & Bute (6%). In Glasgow City it was 1.7%, the same as the national average. Of people who were Gaelic speakers, 40% reported using Gaelic at home nationally, although the proportion varies geographically from 22.1% up to 79.2% according to how widely Gaelic is used in the local community.

Where all adults in the household had some Gaelic skills, the incidence of Gaelic-speaking ability among children was 37.8% for children aged three to four, 48.6% at ages five to 11 and 46.3% at ages 12 to 17. However, at both the primary school and the secondary school stage the largest

group of Gaelic speakers lived in households where no adult had any Gaelic skills (36.1% at ages five to 11 and 39.3% at ages 12 to 17).

The benefits of bilingualism have been well documented in recent years and the acquisition and use of Gaelic language skills can be beneficial to both individuals and organisations. It is estimated that the value of Gaelic as an economic asset to the Scottish economy could be in the region of between £82m and £149m. We recognise, and are keen to promote, Gaelic language skills as an employability tool that can open doors with regard to a number of careers within different sectors. Organisations throughout Scotland, such as Comunn na Gàidhlig (CNAG), provide a range of services to promote the use of the Gaelic language. There are a number of ways to learn Gaelic and a comprehensive list of courses available throughout the country can be found on [the Learngaelic website](#).

Culturally Gaelic is also very important, particularly in relation to the tourism sector and creative industries; including the promotion of Gaelic events such as the National and local Mods Mod musical festivals and other events which take place across Scotland such as Celtic Connections and the Blas Festival. There are a number of cultural and arts agencies such as Feisean nan Gaidheal, Gaelic Books Council and Tobair and Dualchais which further promote and encourage the use of Gaelic language within the creative industries.

During the first year of this Plan, in line with our high level aims, we will work with partners to obtain Labour Market information data which allows us to track the Gaelic language skills of the population, to ensure that service improvements are prioritised appropriately.

## **Gaelic within Skills Development Scotland's area of operation**

SDS operates a network of public access centres augmented by regional and national headquarter locations. Our network extends into areas identified as having higher numbers of Gaelic speakers in the North West and Glasgow as well as areas where Gaelic usage and Gaelic medium education is low or developing. Our national coverage places SDS in a strong position to support activity in traditional Gaelic speaking areas and also encourage the uptake and usage of Gaelic where interest levels are less established.

SDS recognises Scotland's far-reaching Gaelic heritage and the huge potential for development that exists within Scotland and beyond, but we remain mindful that our Plan should allow for geographic flexibility. The Guidance on Gaelic Language Plans enables 'the development of Gaelic Language Plans that are reasonable and proportionate according to the particular circumstances of individual local authorities.' As such, we will prioritise implementing our actions in areas with a more established and visible Gaelic community and culture, and give less priority in areas where that is not the case; by which we mean priority for action will be given to communities where 20% or more of the population uses Gaelic and where Gaelic Medium Education (GME) is being delivered.

## **Our work in schools**

SDS delivers face-to-face Careers Information Advice and Guidance (CIAG) services in all of Scotland's secondary schools, as well as creating appropriate materials for teachers to use with

older primary school children (P5-P7). In 2015-16 there were 15,987 children in GME and Gaelic Learner Education across the whole of Scotland, made up of:

Gaelic Medium Education in Scotland (Source Bòrd na Gàidhlig)	No. of Delivery Locations	No. of Teachers / Staff	No. of children / pupils
Age 0-3 (January 2016)	65 locations	•	•
Nursery (2015/16)	54 nurseries	147 staff (81.7 FTE)	1,003 children (expected)
Primary (2015/16)	57 Primary Schools	192 teachers (168 FTE)	2,920 pupils
Secondary (2015/16)	30 Secondary Schools	89 teachers, delivering 21 subjects	1,193 pupils

Gaelic Learner Education in Scotland	No. of Local Authority Areas	No. of Delivery Locations	No. of Teachers / Staff	No. of children / pupils
Primary (GLPS Classes - 2015/16)	13	127 Primary Schools	162 school staff teaching GLPS 6 councils with peripatetic teacher	7,029 pupils
Primary (Other instruction - 2015/16)	6	21 Primary Schools	-	1,004 pupils
Secondary (2015/16)	6	27 Secondary Schools	51 Teachers	2,838 pupils

A map of where GME is delivered in Scotland is provided in [Appendix 2](#)

SDS recognises its responsibility to seek to deliver Gaelic language products and services through schools which will develop and enhance the Career Management Skills (CMS) of Gaelic-speaking children and young adults. Throughout this edition of the Plan, SDS will liaise with Bòrd na Gàidhlig to understand their ambitions for the expansion and development of these groups, to determine how our services can best support their work.

### Our work with employers

In May 2014, Highlands and Islands Enterprise (HIE) published 'Ar Stòras Gàidhlig - The economic and social value of Gaelic'. Key findings from this research showed:

- more than half of businesses and enterprises surveyed state that Gaelic is used, or features, as a key element of their main activities, products and services
- the potential economic value of Gaelic as an asset to the Scottish economy could be in the region of between £82m and £149m
- almost two thirds of businesses consulted describe Gaelic as moderately, very, or critically important to the success of their business.

SDS is represented on the National Gaelic as an Asset Partnership group, that comprises other public bodies and local authorities, and whose remit is to realise the value of Gaelic as an economic and social asset.

SDS will promote the benefits of Gaelic, and individuals with Gaelic language skills, to employers and other stakeholders. This will be done through briefings, attendance at employer engagement events and other forums deemed applicable.

## Mainstreaming Gaelic

We recognise that our contribution to the development areas identified in the National Gaelic Language Plan (NGLP) will be primarily made through implementing the actions in our Plan. However, we are also aware that opportunities will arise to promote and develop the language through existing day-to-day service delivery. We will identify areas where Gaelic can be proactively incorporated, and the priorities of the NGLP initiated, through our wider work as an organisation. This corresponds to the normalisation principle which aims to include Gaelic as an everyday part of life in Scotland.

## Gaelic use within Skills Development Scotland

SDS conducted a Gaelic language survey amongst its employees in February 2016. The survey benchmarked the level of Gaelic skills, awareness and interest across our organisation. It was designed and delivered by SDS' Evaluation & Research team, in collaboration with the Gaelic Development Officer. All responses were anonymous, and therefore no individual respondent can be identified from the results. Over 500 SDS staff completed the survey.

The results of this survey will help SDS to shape and deliver Gaelic services going forward, and also to identify the most effective ways to provide Gaelic language training opportunities for SDS employees.

SDS' 2016 Gaelic language survey shows that:

- 16% of SDS employees can speak Gaelic to some extent
- 11% can read Gaelic to some extent, and
- 7% can write in Gaelic to some extent.

The 'SDS North' operational region, which incorporates the local authority areas of Argyll & Bute, Eilean Siar, Highland, Moray, Orkney and Shetland, has the most Gaelic speakers, readers and writers. SDS North is also the region which has the most customer demand for services in Gaelic.

The survey also indicated that there is a large interest in Gaelic throughout SDS:

- more than half (55%) of SDS employees are interested in attending a Gaelic language session
- almost half of SDS employees (48%) said they would be interested in learning or improving their Gaelic language skills for 'Personal Interest'
- around one-third (32%) of SDS employees said that they would be interested in learning or improving their Gaelic language skills for 'Work Purposes'.

A full report of SDS' 2016 Gaelic Language Survey can be obtained on request and more detailed breakdown of the results can be viewed in [Appendix 1](#) of this Plan.

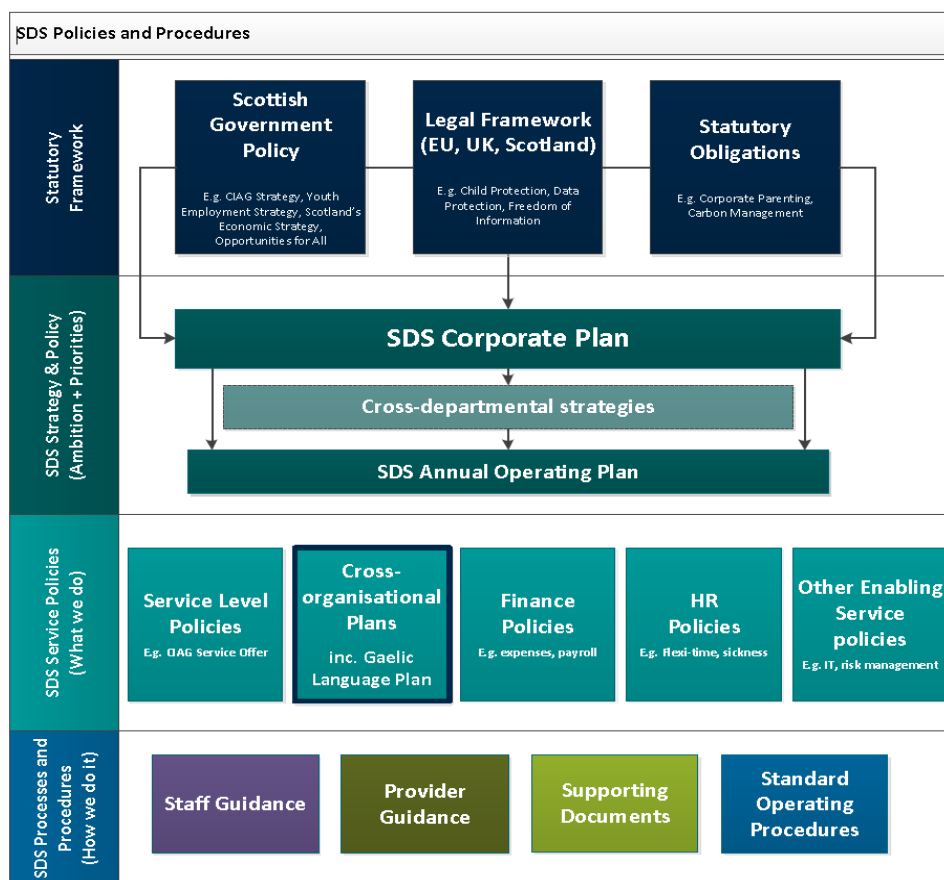
We will ensure that specific data relating to our own use of Gaelic in the workplace, such as use of translation services, offering bilingual services or working with GME schools is recorded during the edition of this Plan, and publicised where possible.

## The Gaelic Language Plan in the Corporate Structure

SDS has a statutory responsibility as detailed in the Gaelic Language (Scotland) Act 2005 and its Gaelic Language obligations are referenced in the SDS Corporate Plan 2015-2020. While certain individuals have more responsibility for the upkeep and implementation of this Plan, all SDS staff have a positive contribution to make to the delivery of its actions. Our Gaelic Language Plan is a cross-organisational plan; and, as is shown in Figure 2, is influenced by internal and external strategy and policy, and in turn, influences internal processes and procedures.

In the formation, renewal and monitoring of our other plans and policies, we will ensure that any impacts on Gaelic remain in line with the NGLP.

Figure 2: Skills Development Scotland corporate structure



## Responsibility over the Plan

This Plan has been endorsed by our Senior Management Team and by our Board Members. Ultimate responsibility for ensuring this Plan is delivered lies with the SDS Chief Executive Officer; currently Damien Yeates. The senior officer with operational responsibility for overseeing preparation, delivery and monitoring of our Gaelic Language Plan is the Head of Operations (North Region) for SDS; currently Anthony Standing. The officer with responsibility for the day-to-day operation of SDS's Gaelic Language Plan is the Gaelic Development Officer; currently Derek Mackenzie.

SDS will inform staff of their duties under the Plan through regular internal communications, line managers and team meetings. Likewise, SDS will ensure that those who deliver services/goods on our behalf are aware of, and will adhere to, the commitments of our Gaelic Language Plan; through stating the requirement in the tendering and contracting of services/goods.

Questions about the day-to-day operation of the Plan should be addressed to:

Derek Mackenzie  
Gaelic Development Officer  
Skills Development Scotland  
1-5 Church Street  
Inverness  
IV1 1DY  
[gaelic@sds.co.uk](mailto:gaelic@sds.co.uk)

# Commitment to the objectives of the National Gaelic Language Plan

This Plan documents a three year development and implementation programme for SDS over the period 2017-2020. SDS recognises the National Gaelic Language Plan 2012-2017 and is committed to ensuring that it is implemented. In this section we set out how we will contribute towards that aim.

We are aware that Bòrd na Gàidhlig will be preparing a new NGLP that will come into force in 2017. The new NGLP will be influenced by the Education Scotland Act and may mean new national outcomes are implemented and/or existing outcomes altered. This second edition of our Plan is written in accordance with the existing NGLP and its priorities. Once the new NGLP is available, we will review what, if any, immediate impact this has on our own actions.

Our Plan demonstrates our organisational commitment to the NGLP 2012-2017 and creates actions relevant to the NGLP development areas where we can have the most impact. These are:

- education: schools and teachers
- education: post-school education
- communities
- workplace
- arts and media

The following provides more detail on how we contribute to each of these areas.

## Development area – education: schools and teachers

- Providing a wide range of opportunities for young people in both Gaelic Medium Education and Gaelic Learner Education to engage in activities that enhance their Gaelic skills.

SDS seeks to provide high quality Careers, Information, Advice and Guidance (CIAG) services in all of Scotland's secondary schools, to support the development of Career Management Skills (CMS) for pupils. SDS uses a blended approach to deliver CIAG services which are tailored both to the 'age and stage' of the customer and also to their individual needs. Central to our CIAG provision is our web service [My World of Work](#). Through the duration of this Plan, we will seek to further incorporate Gaelic into our CIAG services for pupils and teachers. The range of services we provide in schools is illustrated by Figure 3.

**Figure 3: Skills Development Scotland school offer**



**Development area - education: post-school education**

- Extending access to, and participation in, a wide range of Gaelic learning opportunities for adults and increasing the numbers progressing to fluency.
- Ensuring good resources are available to support adults learning Gaelic.

As the national skills agency for Scotland, we are uniquely placed to promote the benefit of Gaelic skills and Gaelic careers to those considering post-school education, through both our face-to-face and web-based CIAG services. In addition to this, we are able to develop, encourage and promote the provision of Gaelic language work-based learning opportunities, allowing Gaelic speakers to gain valuable work experience and qualifications at the same time.

We will continue to extend access to, and participation in, Gaelic learning opportunities by working with partners to take forward the recommendations in ‘Gaelic for Adults – A learning strategy for Adult Gaelic Learners in Scotland’.

**Development area – communities**

- Increasing the profile and use of Gaelic through the availability of a range of Gaelic medium services in areas where 20% or more of the population have Gaelic abilities
- Creating increased situations in which Gaelic can be used informally by young people and adult learners.

Communities are critical for the Gaelic language. Many of the areas where there are significant concentrations of Gaelic speakers are in rural communities where SDS has a presence. SDS will increase the range of Gaelic medium services available in such areas and will continue its work promoting the benefits and range of careers that are open to those with Gaelic skills.



## Development area – workplace

- Raising awareness of Gaelic among our workforce.
- Offer training as appropriate with a view to increasing the availability of services and employment opportunities.
- Creating a positive attitude to Gaelic in the workplace through awareness raising and signage.
- Increasing opportunities for staff to learn Gaelic and for speakers to develop their language skills.
- Sustaining and enhancing language vitality in workplaces, particularly in areas where Gaelic is spoken by 20% or more of people in the community served.
- Promoting recruitment of Gaelic speakers to ensure the language is increasingly visible and used in the workplace and in providing services to the public.

In order to expand our Gaelic offer to customers, we will require staff that have an appropriate level of competency within the Gaelic language. SDS ran Gaelic Awareness sessions in late 2013/early 2014 in Edinburgh, Glasgow, Aberdeen and Inverness. The 2016 staff survey completed for this Plan indicates demand for future sessions, and we will deliver these throughout SDS in the coming year. Additional staff training will be offered where appropriate. We will also develop our internal web resources to further promote the Gaelic Language to our staff.

## Development area- arts and media

- Increasing the use of Gaelic within the arts and media across Scotland.

The Skills Investment Plan (SIP) for Scotland's Creative Industries is an industry-led partnership document facilitated by SDS on behalf of the Scottish Government. The Creative Industries generate £3.06 billion each year and employs 68,500 people throughout Scotland. Research carried out by Highlands and Islands Enterprise (HIE)<sup>1</sup> 'highlights that many Gaelic-related jobs are in the Creative Industries. Further planned work on gathering Gaelic labour market intelligence is expected to confirm the importance of this sector to the Gaelic language.

SDS has been actively developing and supporting the sector through involvement with projects such as XpoNorth and by active promotion of opportunities within the Creative Industries at our Gaelic careers events. During the timeframe of this Plan we will look to incorporate Gaelic strands into any subsequent editions of the Creative Industries Skills Investment Plan and also to better incorporate Gaelic into events such as XpoNorth. We anticipate significant progress in the implementation and delivery of Gaelic language Modern Apprenticeships.

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<sup>1</sup> Ar Storas Gaidhlig - The economic and social value of Gaelic (2014)  
<http://www.hie.co.uk/community-support/support-for-gaelic-development/gaelic-research.html>

## Progress to date and priorities going ahead

As a result of the first edition of our Gaelic Language Plan SDS has:

- developed web resources to highlight Gaelic career profiles, primarily through our My World of Work website. The site can now also highlight job vacancies that have a Gaelic element within them
- introduced a Gaelic toolkit through our internal web resource 'Connect'
- briefed colleagues on any events or issues that have a Gaelic context through Connect
- established a series of Gaelic careers events throughout the country, which have now been running for 3 years
- ran a series of Gaelic Awareness events for staff throughout the country
- produced Gaelic language marketing and display materials that have been distributed to Gaelic schools, and displayed at careers and other SDS events
- made a financial contribution, along with other funding partners, towards the Ulpan Programme. Ulpan was a method of Gaelic learning that focussed on the speaking of the language
- developed and implemented dual language branding.

We are committed to delivering the second edition of our Plan over the next three years and will also take forward any outstanding or ongoing actions that are detailed in the first Plan. The key areas SDS will focus on over the second edition of our Plan will be to:

- lead the development of Gaelic Foundation Apprenticeships, using existing frameworks delivered through the medium of Gaelic, in sectors where there is recognised need, such as Health and Social Care and Childcare
- lead the development of Gaelic Modern Apprenticeships, using existing Frameworks delivered through the medium of Gaelic, in sectors where there is recognised need, such as Health and Social Care, Childcare and the Creative Industries
- expand our services in schools through the medium of Gaelic utilising our Gaelic staff resource
- work with partners within the national LMI Framework, led by Bòrd na Gàidhlig, to develop up-to-date Gaelic labour market intelligence, as per the recommendations of the Adult Gaelic Learning Strategy
- significantly develop further Gaelic web resources for pupils and teachers and work to develop Gaelic web resources for children in Gaelic Medium Education as we extend our digital offer to P5-P7 pupils
- promote Gaelic careers through a series of careers events across the country
- assist with the implementation of the Adult Gaelic Learning Strategy through partnership working
- work closely with Sabhal Mor Ostaig and SQA to develop Gaelic materials
- work with HIE and other partners to make a positive contribution to the National Gaelic as an Asset Partnership group
- raise awareness of the Gaelic language within SDS.

# SDS Gaelic Language Plan Commitments 2017 - 2020

## High Level Commitments

The following high level aims have been outlined as the key priorities for Skills Development Scotland in support of the current national Gaelic Language Plan and National Outcomes. We are committed to achieving these high level aims through the implementation of this 3 year Gaelic Language Plan.

<b>Proposed outcome (High Level Aim 1)</b> – All Gaelic services and resources will demonstrate equal respect for Gaelic and English. There will be a continuous active offer for all Gaelic services and facilities.		
<b>Summary of current practice</b> – Through the first edition of the Gaelic Language Plan SDS has significantly increased its Gaelic Resources. More work is needed in this area during the second edition of the Plan.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Increase SDS' Gaelic resources during the second edition of its Gaelic Language Plan	2017-2020	All departments
Continue to increasingly promote our services through Gaelic and ensure those services will demonstrate equal respect for Gaelic and English	2017-2020	All Departments
<b>Proposed outcome (High Level Aim 2)</b> – Inclusion of all commitments carried forward from previous editions of SDS's Gaelic Language Plan.		
<b>Summary of current practice</b> – SDS' ongoing commitments from the first edition of Gaelic Language Plan are continued to the second edition of the Plan.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Monitor existing Plan commitments to ensure ongoing recommendations are taken across to the second edition of the Plan.	2017	Gaelic Development Officer
<b>Proposed outcome (High Level Aim 3)</b> – Survey which SDS web pages and other resources are used most frequently by the public and render them bilingual; demonstrating equal respect for Gaelic and English.		
<b>Summary of current practice</b> – SDS added significant web resources during the first edition of its Plan and now aims to develop further resources that link with our objectives.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Research which web resources are mostly frequently used and develop Gaelic content around this.	2017-2020	Digital Services & Gaelic Development Officer

<b>Proposed outcome (High Level Aim 4) – Increase Gaelic resources for teachers delivering Gaelic medium education and Gaelic learner education.</b>		
<b>Summary of current practice – SDS has not previously delivered specific work in this area.</b>		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Work with schools, local authorities and other stakeholders to increase resources for teachers delivering Gaelic medium education and Gaelic learner education.	2018	Operations and Gaelic Development Officer

<b>Proposed outcome (High Level Aim 5) – Develop My World of Work to increase the provision of Gaelic resources.</b>		
<b>Summary of current practice – SDS has developed some Gaelic content for My World of Work through the first edition of its Plan.</b>		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Continually update and increase the My World of Work Gaelic resource throughout the duration of the Plan.	2017-2020	Digital Services

<b>Proposed outcome (High Level Aim 6) – Through Modern Apprenticeships, increase the provision of information and support to businesses to train new entrants and existing employees to industry-recognised standards through the medium of Gaelic and in Gaelic skills.</b>		
<b>Summary of current practice – SDS is currently working with partners to develop Gaelic medium Modern Apprenticeships. We will also develop Foundation Apprenticeships through the second edition of our Gaelic Language Plan.</b>		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
With partners and using existing frameworks, develop Modern Apprenticeships that are delivered and assessed through the medium of Gaelic specifically in the areas of Childcare, Health and Social Care and the Creative Industries.	2017-2020	National Training Operations
With partners and stakeholders using existing frameworks, develop Foundation Apprenticeships that are delivered and assessed through the medium of Gaelic specifically in the areas of Childcare and Health and Social Care	2017-2020	National Training Operations

<b>Proposed outcome (High Level Aim 7) – Include information regarding Gaelic work opportunities and career paths in the Career Management Skills (CMS) service provided to schools. For Gaelic medium school students, ensure this information is provided through the medium of Gaelic.</b>		
<b>Summary of current practice – Work is ongoing to further develop our web resources and Gaelic Careers events, with a view to expansion throughout the country.</b>		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Ensure Gaelic work opportunities and career paths are provided to schools, and utilise SDS Gaelic staff resources, where possible and appropriate, to deliver this resource through the medium of Gaelic.	2017-2020	Digital Services/ Operations/Marketing

**Proposed outcome (High Level Aim 8)** – Work in partnership with other public authorities to develop a labour market information strategy, in recognition of the value of Gaelic skills across Scotland; and to collate Gaelic destination information.

**Summary of current practice** – No adequate Gaelic Labour Market Information (LMI) has been produced since 2008. SDS has contacted stakeholders within the National LMI Framework who are eager to progress development with the collation of Gaelic LMI, as are Scottish Government.

Actions required	Target Date	Responsible officer / department
Liaise with appropriate stakeholders to develop Gaelic labour market intelligence.	2017/2018	Gaelic Development Officer and Labour Market Intelligence Team

**Proposed outcome (High Level Aim 9)** – In partnership with local authorities and other Gaelic Education Stakeholders, further develop Gaelic medium training and career guidance.

**Summary of current practice** – SDS is committed to utilising its Gaelic staff resources to provide careers guidance through the medium of Gaelic. SDS has, so far, had little involvement in the development of Gaelic medium training.

Actions required	Target Date	Responsible officer / department
Work with Gaelic Education stakeholders to further develop Gaelic medium training and career guidance.	2017-2020	Operations and Gaelic Development Officer

**Proposed outcome (High Level Aim 10)** – Strengthen the visibility of Gaelic in the brand and corporate identity of SDS, including the corporate logo, straplines and signage, demonstrating equal respect for Gaelic and English, and on a new or renewal basis.

**Summary of current practice** – SDS has worked throughout the first edition of its Plan to strengthen Gaelic into its brand and identity and we have developed a dual language SDS marque that Bòrd na Gàidhlig (BNG) has approved. During the second edition of the Plan we will ensure this work continues and the visibility and profile of Gaelic is further enhanced.

Actions required	Target Date	Responsible officer / department
Carry out a review of Gaelic signage and branding.	2017-2020	Marketing and Facilities

<b>Proposed outcome (High Level Aim 11)</b> – Deliver an ongoing training programme to SDS staff in Gaelic language skills and Gaelic awareness. As part of this, deliver Gaelic awareness training to senior managers.		
<b>Summary of current practice</b> – SDS ran Gaelic Awareness sessions during the first 12-18 months of its first Gaelic Language Plan and will be running sessions throughout 2017.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Run Gaelic Awareness Sessions for staff and senior management during the coming years and further develop other online resources on language skills and awareness.	2017/2020	Internal Communications and Gaelic Development Officer
Following on from Gaelic Awareness sessions carry out a Gaelic Skills survey to ascertain what demand there is for further Gaelic training within SDS. Ensure that results are quantified and measured so staff development is targeted effectively.	2017-2020	Internal Communications and Gaelic Development Officer

<b>Proposed outcome (High Level Aim 12)</b> – Continuously publicise the SDS Gaelic Language Plan within and out with the organisation.		
<b>Summary of current practice</b> – SDS regularly provides updates to staff that describe Gaelic activity. Colleagues are made aware of the Gaelic Language Plan and how this forms part of SDS’s statutory obligations.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Publicise our Gaelic Language Plan throughout its three year term.	2017-2020	Internal/External Communications and Corporate Office

## Service Standard Commitments

Bòrd na Gàidhlig has identified five core areas of service delivery that it wishes public bodies, including SDS, to address when preparing their Plans:

- **Visibility**
- **Staffing**
- **Day to day operations**
- **Communications**
- **Corpus**

SDS will enable and encourage the use of Gaelic through the above core areas, to raise the profile and visibility of Gaelic in its business functions and in the delivery of its services. Our service standard commitments, outlining how we will do this over the period of the second edition of our Plan, are detailed in the following pages.

## Visibility

The presence of Gaelic in the corporate identity and signs of a public authority greatly enhances the visibility of the language, increases its status and makes an important statement about how Gaelic is valued and given recognition. Developing the use of Gaelic through signage can also enrich speakers' vocabulary, raise public awareness of the language and contribute to its development.

We recognise the importance of extending the visibility of Gaelic and enhancing its status, and we are committed to supporting this aim.

<b>Proposed outcome</b>		
Visible and audible normalisation of Gaelic as a core element of the Skills Development Scotland's identity and signage		
<b>Summary of current practice</b>		
Work on this has been ongoing during the first edition of the SDS Gaelic Language Plan		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Develop a fully bilingual corporate brand, including logo at first opportunity on re-branding	Ongoing	Marketing
Continue to publish corporate publications (e.g. our Corporate Plan and Operating Plan) bilingually.	Ongoing	Marketing
Introduce SDS signage in Gaelic-English when existing/old signage is replaced, and/or in the event of nationwide rebranding, with priority given in areas where at least 20% of the population uses Gaelic.	Ongoing	Marketing/Facilities

## Staffing

In order to deliver services through the medium of Gaelic, it is necessary to develop the requisite job skills and language skills of staff. The provision of language learning for staff helps promote adult Gaelic learning and promotes Gaelic as a useful skill in the workplace. The identification of jobs in which Gaelic is a designated skill contributes greatly to the status of the language and identifies it as a desirable skill to acquire.

The use of Gaelic in advertising job vacancies also helps to reinforce that Gaelic should be used in public life, and that Gaelic users have an important role to play within public authorities. We recognise Gaelic as an important job skill. We understand the importance of identifying situations in which its use is essential or desirable in the workplace, and of enabling staff to develop their Gaelic skills if they wish to do so.

<b>Proposed outcome</b> Skills Development Scotland to review its recruitment policy in order to increase the number of employees with Gaelic skills.		
<b>Summary of current practice</b> SDS currently has one post where Gaelic is deemed essential and other vacancies have been advertised with Gaelic noted as desirable.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Ensure SDS recruitment policy recognises Gaelic as essential/desirable, particularly for roles in areas where 20% of the population uses Gaelic.	2017/2020	Human Resources
Ensure Gaelic is specified as an essential/desirable skill for vacancies within Regional Operations, particularly for roles in areas where 20% of the population uses Gaelic.	2017/2018	Human Resources
Ensure vacancies are advertised bilingually for roles where a degree of Gaelic skills is required.	2017/2018	Human Resources
Develop appropriate bilingual recruitment and selection policies that can be applied in areas where 20% of the population uses Gaelic.	2017/2018	Human Resources



**Proposed outcome**

SDS staff are given opportunities for Gaelic Learning if appropriate to their role. Staff have the opportunity to attend Gaelic Awareness sessions and all staff to be briefed on Gaelic related events and development through existing communication channels

**Summary of current practice**

At present SDS colleagues are not given adequate opportunities for Gaelic learning. More needs to be done in this area, particularly for those who work closely with schools that have Gaelic on their curriculum and/or who work with employers in areas where 20% of the population uses Gaelic. Another round of awareness sessions and other Gaelic events are planned and will be promoted throughout the organisation using internal channels.

<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Communicate regular updates regarding Gaelic events and learning opportunities to SDS staff via web resources.	Ongoing	Communications/Gaelic Development Officer
Provide staff with opportunities to attend Gaelic Awareness Sessions.	2017-2020	Communications/Gaelic Development Officer
Encourage staff to develop their Gaelic language skills as part of their Personal Development Plans, if their role has a Gaelic skills element within it.	2017/2018	All Departments/Human Resources
Circulate SDS Gaelic Language Plan to all staff and appropriate stakeholders.	Ongoing	Communications/Gaelic Development Officer
Ensure all staff are aware of SDS Gaelic Toolkit.	2017	Communications/Gaelic Development Officer

## Day-to-day Operations

The use of Gaelic at the initial point of contact that members of the public have with a public authority, in person, by mail, e-mail and by telephone, increases the visible and audible presence of the language; and contributes to the sense that the use of Gaelic is possible and welcome. In addition to raising the profile of the language, it creates opportunities for its practical use and encourages members of the public to use Gaelic in subsequent dealings with the public authority.

The presence of Gaelic in a wide range of bilingual forms and Gaelic-only forms can also greatly enhance the visibility and prestige of the language. The preparation of Gaelic forms, applications and similar documents, can also assist in expanding the range of Gaelic terminology and the awareness of the Gaelic-speaking public of such terminology, thus helping the development of the language itself.

We recognise the importance of creating opportunities for the practical use of Gaelic in a wide range of everyday situations and we are committed to increasing its level of provision in this area.

<b>Proposed outcome</b> Skills Development Scotland welcomes telephone communication in Gaelic.		
<b>Summary of current practice</b> SDS will ensure that, should a caller wish to speak to somebody in Gaelic, an appropriate member of staff will be assigned to speak to them.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Ensure callers who wish to continue to communicate in Gaelic are directed to a Gaelic speaker if possible, or the call is returned by a Gaelic speaker within 24 hours.	2017-2020	Facilities
Use bilingual messages on reception voicemail in centres where Gaelic speakers are based and in areas where 20% of the population uses Gaelic.	2017-2020	Facilities
Encourage and support staff who have Gaelic skills to have bilingual voicemail messages	2017-2020	Facilities

**Proposed outcome**

SDS welcomes and initiates written communication in Gaelic.

**Summary of current practice**

SDS actively encourages Gaelic-speaking clients and members of the public to make contact in Gaelic and has a procedure in place to ensure that communications received in Gaelic are answered in Gaelic. The Gaelic Development officer regularly receives and responds to correspondence in Gaelic.

<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
In areas where 20% of the population uses Gaelic, ensure colleagues are able to deal with members of the public preferring to communicate in Gaelic.	2017-2020	Operations/ Gaelic Development officer
Ensure any mail and emails received in Gaelic receive a response in Gaelic.	Ongoing	Corporate Affairs/Gaelic Development Officer
Actively encourage all colleagues to use the bilingual email signature.	Ongoing	Marketing
Use bilingual contact details in SDS centres where Gaelic is widely used.	2017-2020	Corporate Affairs/Gaelic Development Officer
Use bilingual automated email disclaimers in areas where Gaelic is widely used.	2017-2020	Corporate Affairs/Gaelic Development Officer

## Communications

The use of Gaelic in the media, and a range of printed materials, can assist Gaelic development in a variety of ways. It helps increase the visibility of the language, it enhances Gaelic's status by being used in high profile publications, and it can help develop new and enhance existing terminology. The use of Gaelic in the media helps demonstrate a public authority's commitment to making important information available through the medium of Gaelic, as well as enhancing the visibility and status of the language. As more people access information about public authorities through their websites, making provision for the use of Gaelic can significantly enhance the status and visibility of the language.

We are committed to increasing the use of Gaelic in the areas of our communications work where the subject matter is of most interest to the general public, or where the subject matter relates specifically to Gaelic issues.

<b>Proposed outcome</b>		
Visible normalisation of Gaelic as a core element in Skills Development Scotland internal and external communications.		
<b>Summary of current practice</b>		
SDS, where possible, provides Gaelic interviews and bilingual press releases and also continues to produce bilingual videos.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
In areas where 20% of the population uses Gaelic, prepare bilingual press releases for Gaelic-related events.	2017	Communications
Provide a Gaelic spokesperson for Gaelic interviews where possible.	2017	Communications
Ensure a Gaelic speaker is available to participate in the Exam Results helpline.	2017	Communications
Develop use of Gaelic in SDS multimedia and produce bilingual videos.	2017/2018	Communications

<b>Proposed outcome</b> Skills Development Scotland to produce Gaelic publications and promotional material.		
<b>Summary of current practice</b> SDS produced a suite of Gaelic materials during the first edition of its Plan and is currently in process of updating marketing materials and display stands.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Produce corporate publications bilingually.	Ongoing	Marketing/Communications
Produce updated marketing materials in Gaelic when needed, to be distributed to Gaelic schools. For mainstreaming purposes also make those materials available at events where pupils who are not engaged in GME are in attendance, prioritising distribution in areas where 20% of the population uses Gaelic.	2017/2018	Marketing
Increase the visibility of Gaelic across all SDS marketing materials.	2017/2018	Marketing

<b>Proposed outcome</b> Increased visibility of Gaelic through Skills Development Scotland's internal and external online resources.		
<b>Summary of current practice</b> SDS has made progress in this area to date, and plans to review and update its current web resources and add significant Gaelic content over the second edition of our Plan.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Provide appropriate content of SDS web resources in both Gaelic and English.	2017-2020	Digital Services
Check and update the content of the Gaelic pages contained within our web resources regularly.	2017-2020	Digital Services
Monitor the number of Gaelic page hits, and track user behaviour to identify the most popular pages for updating and translating so Gaelic content can then be introduced incrementally into most frequently visited English Language pages.	2017-20	Digital Services
Increase Gaelic career content on our My World of Work website.	2017-2020	Digital Services
Increase the amount of Gaelic content on social media.	2017-2020	Marketing
Work to ensure that elements of the new Digital Services offer made to P5 – P7 Primary School pupils are made available in Gaelic to pupils in Gaelic Medium Education.	2017	Digital Services

<b>Proposed outcome</b> Visible normalisation of Gaelic as a core element in Skills Development Scotland's functions.		
<b>Summary of current practice</b> During the first edition of the Plan, SDS produced Gaelic display materials and established a series of careers events. Current materials are updated as needed.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
Provide and update bilingual display materials when they are created or renewed.	2017-2020	Marketing
Build upon presence at Gaelic medium events such as Gaelic careers events, employer engagement events and other events where applicable.	2017-2020	Marketing

## Corpus

The development of new Gaelic Orthographic conventions is vital to the future of Gaelic in Scotland. Bòrd na Gàidhlig's work to develop a new quality standard in this area will allow Gaelic to develop new terminology and registers, leading to greater relevance and consistency, and the continued development of the Gaelic language.

We recognise the importance of adhering to orthographic convention in order to develop the Gaelic language and ensure that it is fit for all appropriate purposes and for use in the growing range of contexts in which it features.

<b>Proposed outcome</b> Skills Development Scotland will adhere to Gaelic Orthographic Conventions.		
<b>Summary of current practice</b> SDS ensures that translation services are in line with the latest orthographic conventions.		
<b>Actions required</b>	<b>Target Date</b>	<b>Responsible officer / department</b>
SDS will continue to ensure that translating services contracted are in line with the latest orthographic conventions.	Ongoing	Equalities/Procurement/Gaelic Development Officer

# Implementation and Monitoring

## Timetable

The Gaelic Language Plan will formally remain in force for a period of three years from the date it was approved by Bòrd na Gàidhlig. By no later than the end of this period SDS will review the Plan, make such amendments as necessary, and submit it to the Bòrd for approval.

We have set out the target dates for when we expect to implement specific commitments in the previous section.

## Publicising the Plan

Our Gaelic Language Plan will be published bilingually on our corporate website. In addition, we will:

- issue a bilingual press release announcing the approval and publication of the Plan
- arrange for media interviews to be offered in Gaelic and English
- tell staff and stakeholders about the new Plan and how to access it
- invite stakeholders and partners to work with SDS to deliver the activities outlined in the Plan
- raise awareness of the Plan through social media.

## Services delivered by third parties

SDS has guidance notes on its obligations for all those delivering services on its behalf. SDS will inform its partners, stakeholders and suppliers through our terms and conditions.

## Resourcing the Plan

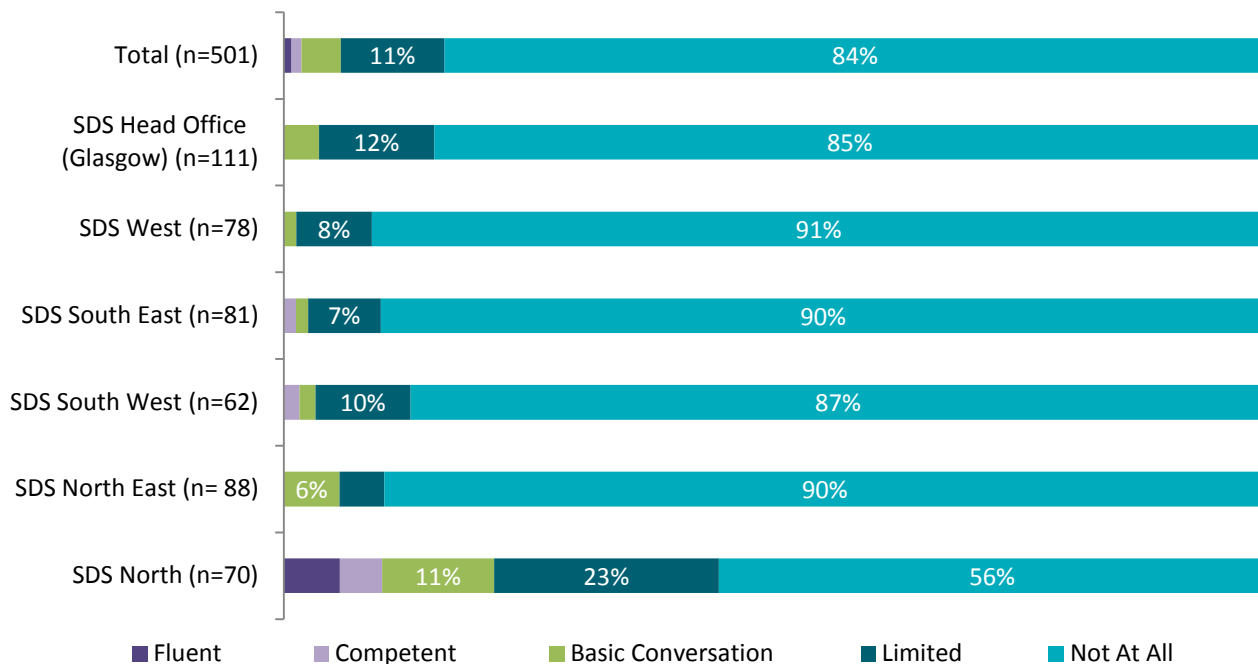
The majority of activities outlined in this Plan will be, or have already been, incorporated and resourced through SDS's budgets agreed with its sponsor, Scottish Government. External funding may be sought for individual projects such as the creation of Gaelic marketing materials and additional Gaelic resources for staff learning and staff awareness.

## Monitoring the Implementation of the Plan

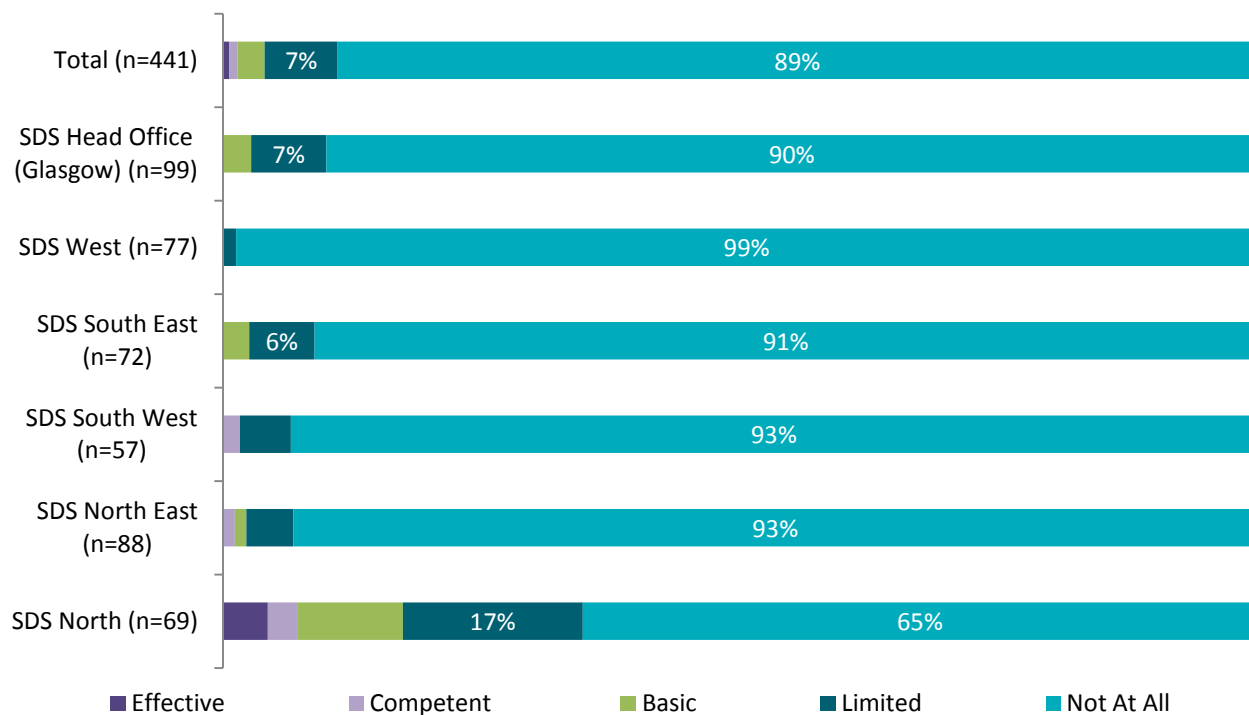
We will monitor the implementation of the Plan through regular reporting to SDS' Senior Management Team and will also send Bòrd na Gàidhlig an annual monitoring report.

# Appendix 1: SDS staff Gaelic Language Survey

## To what extent can you speak in Gaelic? – By Region



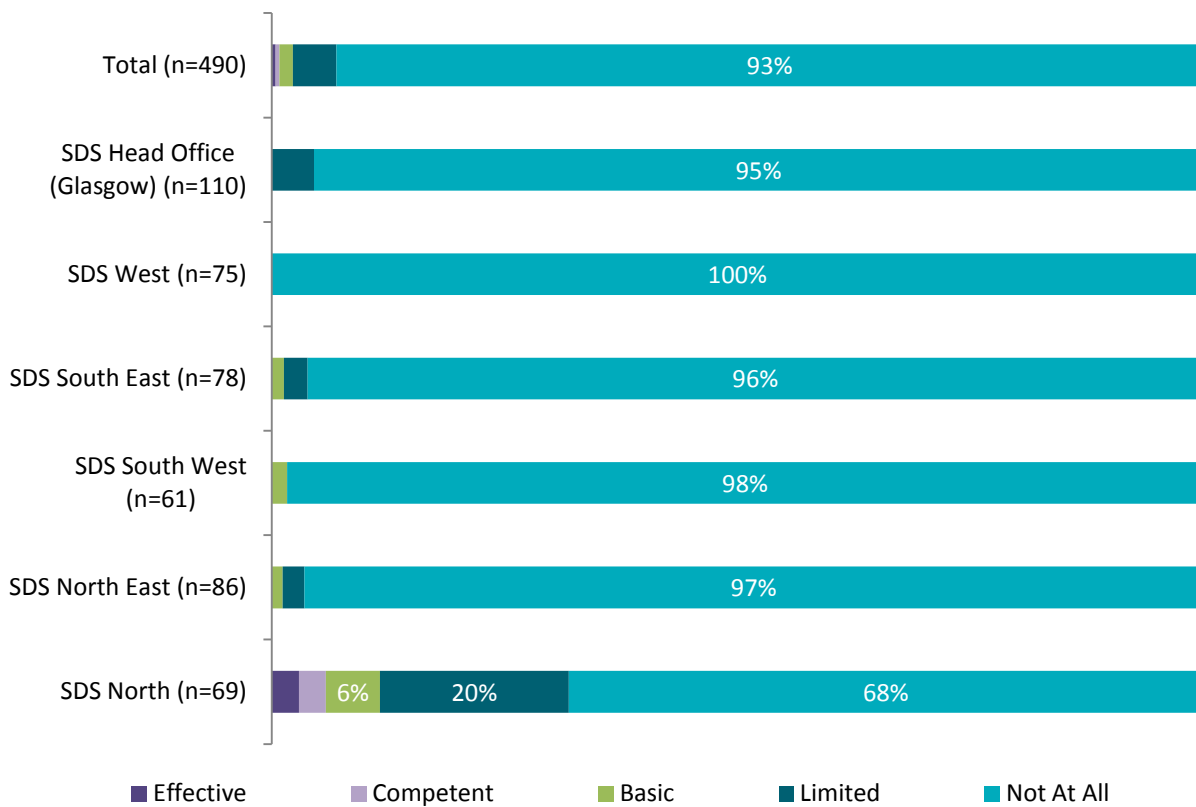
## To what extent can you read Gaelic? – By Region



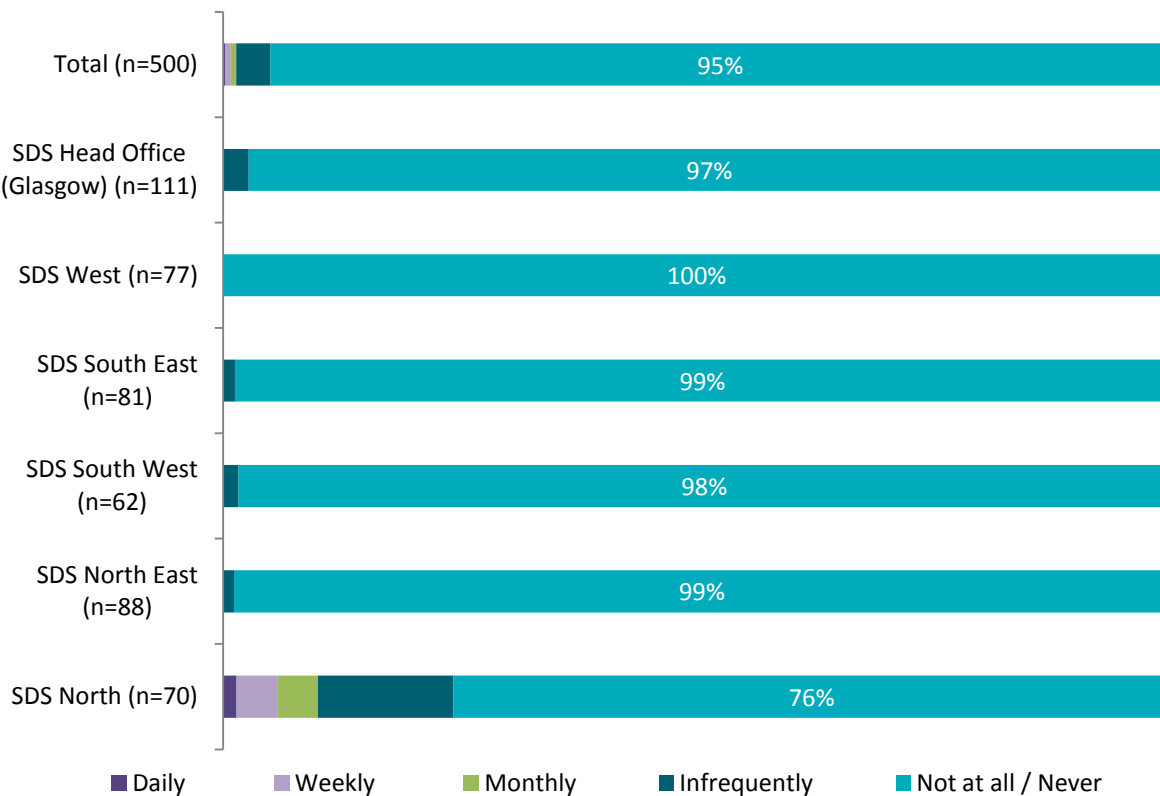
<sup>1</sup> The results of the region 'No fixed location' cannot be shown throughout as the sample size is too small



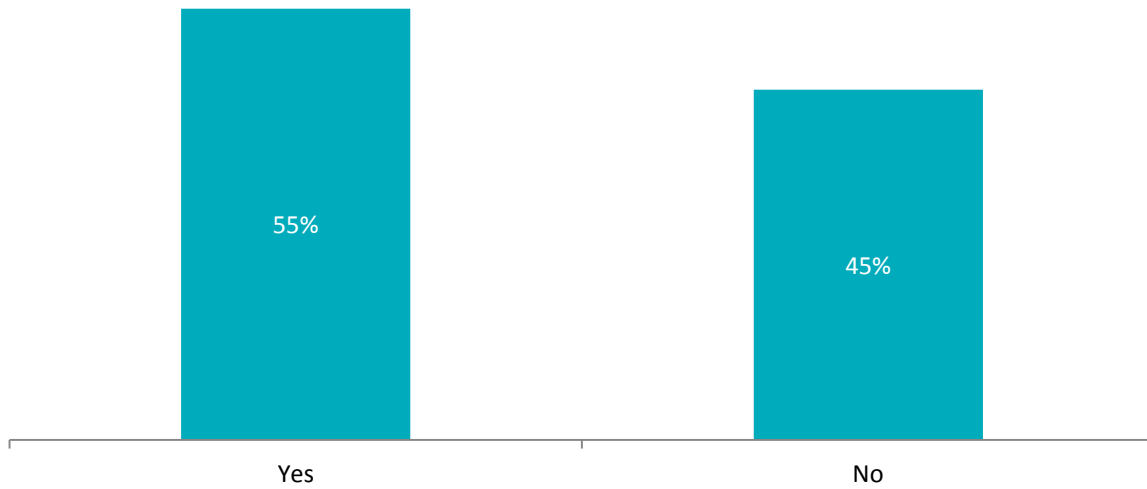
## To what extent can you write in Gaelic? – By Region



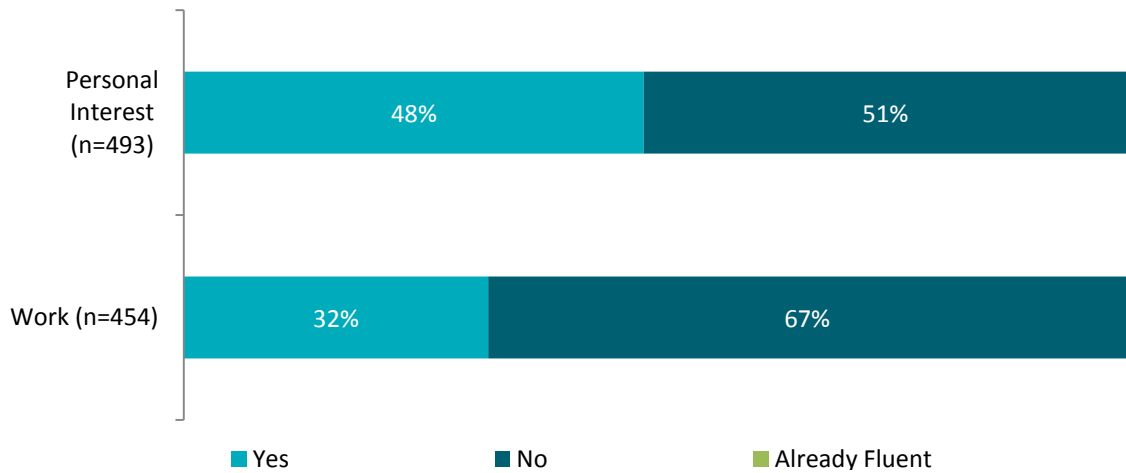
## How often do you use Gaelic when dealing with clients and/or partners and stakeholders? – By Region



**Would you be interested in attending a Gaelic Awareness Session? – All Employees (n=502)**



**Would you be interested in taking up an opportunity to learn some Gaelic or improve your fluency in it? – All Employees**



## Appendix 2: Map of Gaelic Medium Education (GME) in Scotland

