Welsh Language Standards Annual Report August 2024 – July 2025

Mae'r ddogfen hon ar gael yn Gymraeg / This document is available in Welsh

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1. Introduction

This annual report has been prepared in accordance with the requirements of the Welsh Language Standards which were established under the Welsh language (Wales) Measure 2011.

The Welsh Language Standards explain how the College is expected to provide specific services through the medium of Welsh, ensuring that the Welsh language is not treated less favourably than the English language and that language choice is actively offered. The annual report notes how the College has complied with the Welsh Language

Standards during 2024/25, in line with the Welsh Language Commissioner reporting requirements.

The report also includes a summary of key curriculum activity, developments and achievements during 2024/25, which we believe reflect the College's commitment to continuously provide and develop Welsh language provision for its learners, staff, members of the public and other stakeholders.

This report has been compiled by the Welsh Language Development Team. It has been published on the College website and is available in both Welsh and English, under Welsh Language Standards. A full version of the College's Welsh Language Standards is also located on this site, under Compliance Notice (Section 44 Welsh Language (Wales) Measure 2011).

2. Executive Summary

During this reporting period, the College has remained committed to implementing the Standards, continuously developing and expanding its Welsh language service and curriculum provision. These efforts not only ensure compliance with the Standards but also actively support the ambitions of 'Cymraeg 2050: A million Welsh speakers', contributing to the growth and sustainability of the Welsh language for future generations.

As in previous academic years, monitoring and reviewing Standards compliance continued in 2024/25 which led to further developmental work being undertaken in areas identified as requiring attention. These are noted under Section 3 Monitoring below.

Key developments and achievements in 2024/25 have had a positive impact on the College's culture, enhancing its ability to expand Welsh language and bilingual provision while increasing opportunities for learners. Through continued funding by Y Coleg Cymraeg Cenedlaethol, the College was able to further expand its Welsh Language Development Team with Bilingual Support Tutors appointed across eight priority areas: Health & Social Care, Childcare, Public Services, Sport, Animal Care, Business, Creative Industries and Construction. The role of the Bilingual Support Tutor included:

- delivering 'Cymru Fodern' units in weekly sessions to Levels 1, 2 and 3 full-time FE learners within their areas – a mix of contextualised Welsh language awareness and skills development with the focus on the learner's vocational programme and language as an employability skill
- providing support and encouragement for fluent Welsh speaking learners to complete classroom activity, elements of assessment and tutorials through the medium of Welsh, in line with both the national strategic goals and the Welsh Language Standards requirements
- developing bilingual teaching and learning unit materials for course teams
- creating increased opportunities for learners to experience and use the Welsh language in extra-curricular activity, on a cultural, social and work-related level

The Bilingual Support Tutor model has proven to be very effective in engaging learners with the Welsh language and culture. This impact was further recognised in June 2025, when a bilingual tutor in Health and Social Care received Y Coleg Cymraeg Cenedlaethol's prestigious Teaching and Learning Award for innovative Welsh-medium and bilingual practice. The award acknowledged the effective embedding of Welsh within the curriculum, strong emphasis on Welsh as an employability skill, and the use of linguistic differentiation to support learners at all language levels, including the delivery of Welsh-medium tutorials for fluent Welsh-speaking learners.

In non-priority areas including Engineering, IT, Hair & Beauty, and Catering, Welsh was integrated into classroom and tutorial activities through the Prentis-Iaith e-module, lesson delivery, and events such as Heritage and Culture Focus Week and the College Eisteddfod. In the Faculty of A-Levels and Skills, 9 learners completed the Advanced Skills Baccalaureate Wales in Welsh and received Welsh-medium/bilingual group tutorials, 7 learners studied A-Level Welsh Second Language and 6 learners completed GCSE Maths through the medium of Welsh.

Overall in FE, 1,107 learner tasks or assessments were completed using Welsh, up from 796 in the previous year. Of these, 1,019 involved small amounts of Welsh (B3), while 88 were completed either in Welsh or bilingually (C1, B1, B2).

In Work-Based Learning, all learners were set Welsh language targets under the B-WBL Consortium's engagement strategy, with Prentis-Iaith as the minimum requirement. Fluent Welsh-speaking learners were supported to complete qualifications in Welsh and deliver the 'Active Offer'. Estyn's 2025 inspection of B-WBL (with Pembrokeshire College as the lead provider) highlighted the proactive steps taken to normalise the Welsh language, noting that fluent learners are successfully supported to complete elements of their qualifications in Welsh, including written assessments and verbal discussions. The report also praised the effectiveness of cross-consortium professional learning in developing new bilingual resources and enhancing staff techniques to support Welsh language development. One apprentice, recognised for completing her qualifications in Welsh and applying the language in clinical practice, was shortlisted for a B-WBL Welsh Language Award and subsequently won Coleg Sir Benfro's Welsh Language Award, demonstrating the real impact of these initiatives on learners' skills and confidence.

Extra-curricular Welsh language and culture activity grew significantly in 2024/25, strengthening the College's bilingual ethos. With support from Y Coleg Cymraeg Cenedlaethol's 'Hybu a Hyrwyddo' grant and the Menter Iaith Sir Benfro grant, 15 events were held (compared to 12 in the previous year), from twmpath and folk dancing to contemporary music workshops and national celebration days including Diwrnod Shwmae, Diwrnod Defnyddia Dy Gymraeg, Yr Hen Galan, Diwrnod Santes Dwynwen, and Dydd Miwsig Cymru. The highlight was the Heritage and Culture Focus Week, culminating in the Dydd Gŵyl Dewi Eisteddfod, which boosted participation in the Urdd. Learners achieved 13 gold, silver and bronze medals at the 2025 National Urdd Eisteddfod, with the College also entering national group competitions for the first time. Events were coordinated by Y Pwyllgor Cymraeg with support from the Welsh Language Development Team, guest speakers, and weekly online quizzes, all helping to create a vibrant and

engaging cultural environment for learners and staff.

The College continued to implement Y Coleg Cymraeg Cenedlaethol's Welsh Language Ambassadors scheme, appointing six learners and one apprentice to promote Welsh across the College and within apprenticeship programmes. The Apprentice Ambassador featured on S4C's Newyddion and Prynhawn Da, highlighting the value of bilingual apprenticeships. Two A-Level learners also benefitted from Y Coleg Cymraeg's Cynllun Sbarduno, a mentoring scheme for Black, Asian, and Minority Ethnic Welsh speakers. Additionally, a Welsh Language Ambassador was included in the College's Learner Executive for Learner Voice, ensuring that the Welsh language remained a regular agenda item in committee meetings. This helped to enhance the visibility and presence of the Welsh language within the College.

Staff development remained a priority, with 28 staff registered on the national Cymraeg Gwaith scheme. Five weekly classes and one-to-one mentoring, led by the College's Cymraeg Gwaith Tutor, built confidence and fluency in using Welsh in teaching. A staff development day at the Pentre Ifan Urdd Centre was held, providing an opportunity for staff to immerse in Welsh language and culture through outdoor wellbeing activities. Cymraeg Gwaith continues to play a vital role in strengthening Welsh language skills among staff while also enriching the presence of the language across the College.

The 14 – 16 collaboration with Ysgol Caer Elen continued, with the College delivering Welsh-medium and bilingual Level 1/2 programmes in Engineering and Food and Nutrition. In 2024/25, 15 Year 11 pupils completed the WJEC GCSE Engineering qualification, with 18 Year 10 pupils starting the programme. In Food and Nutrition, 9 Year 11 pupils completed the WJEC qualification in Welsh, and 11 Year 10 pupils began Year 1. Learner and school feedback was very positive.

Partnership working continued with national, local and community-based organisations, all with the shared goal of supporting Cymraeg 2050. Y Coleg Cymraeg Cenedlaethol provided funding, guidance, training and resources to enhance provision, while staff benefitted from bilingual methodology training via Sgiliaith. Work with Menter Iaith Sir Benfro, the Urdd and Dysgu Cymraeg Sir Benfro enriched extracurricular and community opportunities. Collaboration with Pembrokeshire County Council through its Welsh in Education Strategic Plan expanded post-16 provision and engagement, aligning with local and national strategies to grow the number of Welsh speakers. In addition, the Welsh Language Development Team engaged with the Pembrokeshire College Advisory Forum, a partnership of the College, employers, schools, voluntary organisations and the wider community, to raise awareness of Welsh language provision and strengthen links with employers. This engagement was well received and supported greater collaboration with local businesses to promote the Welsh language in the workplace and contribute to Cymraeg 2050.

The activity and development work outlined above, much of which continues to be supported through Y Coleg Cymraeg Cenedlaethol funding, has allowed the College to further strengthen and expand its Welsh language and bilingual provision. This has led to very positive outcomes and aligns with Y Coleg Cymraeg's Strategic Plan, the College's

Bilingual Provision Development Strategy 2023–2026, and the Welsh Language Standards, supporting equality, inclusion and language choice across all areas of College provision.

3. Monitoring

During 2024/25, the College's Welsh Language Steering Group – Standards continued to oversee compliance monitoring of the Welsh Language Standards. The Group comprised senior and middle managers, alongside representatives from academic and business support departments, and meetings were chaired by the Principal. Meetings focused on monitoring compliance, progressing developmental activity, and sharing effective practice and practical solutions across the organisation. To further strengthen governance and accountability, the Welsh Language Standards Annual Report and updates on Welsh language and bilingual curriculum activity were presented to the Board of Governors, ensuring continued oversight of progress and key developments.

In September 2024, the College completed a Welsh Language Standards self-assessment to evaluate the effectiveness and consistency of compliance across all applicable Standards. The self-assessment confirmed a strong level of compliance in most areas, with many Standards assessed as having a high level of assurance. A small number of Standards were identified as requiring further development, primarily where greater consistency of implementation was needed across departments. These areas have been identified, with targeted actions incorporated into ongoing faculty and departmental Welsh language action plans. The self-assessment process continues to provide a valuable mechanism for identifying good practice, addressing risks and supporting continuous improvement.

Faculties and business support departments continued to implement their Welsh Language action plans and were required to report on progress at Welsh Language Steering Group – Standards meetings, supporting a consistent and coordinated approach to compliance and development across the College.

Throughout the reporting period, the day-to-day promotion and development of the Welsh language was led by the Welsh Language Development Team. The Team comprised the Welsh Language Development Officer (WLDO), Bilingual Support Tutors, the College Translator/Branch Officer and the Cymraeg Gwaith Tutor, and was line-managed by the Director of Learner Journey. The Team's primary focus was the development, delivery and support of Welsh-medium and bilingual curriculum provision, alongside supporting compliance with the Welsh Language Standards and providing a comprehensive translation service to faculties and departments.

The College continued to maintain a strong and constructive relationship with the Welsh Language Commissioner's Office, with staff attending a range of events and workshops during the year. These included sessions on strengthening governance, internal use of the Welsh language, promoting compliance, the Standards Compliance Self-Assessment exercise, policy development workshops, and the Use of the Welsh Language in the Workplace conference. Participation in these events provided valuable opportunities to

share sector-wide good practice, which is being embedded into the College's operational approach to Standards implementation as part of its ongoing commitment to enhancing Welsh language services.

3.1 Compliance with the Service Delivery Standards

During 2024/25, staff awareness of the Welsh Language Standards requirements was promoted through a range of internal communication channels, including team meetings and the Aspire staff development programme. Particular emphasis was placed on the importance of proactively offering language choice within all areas of service delivery. Staff were encouraged to wear Iaith Gwaith – Work Welsh lanyards or badges if they were Welsh speakers or learners, and to display the 'Siarad Cymraeg' or 'Dysgu Cymraeg' logos in their email signatures. In addition, reminders were issued to ensure bilingual e-signatures, out-of-office auto-replies and answerphone messages were in place.

Welsh language awareness was further embedded through College events celebrating Welsh language and culture, regular communications including the Principal's weekly blog, and ongoing promotion of the support available from the Welsh Language Development Team. Information provided to new staff as part of the induction programme was reviewed and revamped through the development of a new e-training module, 'Welsh Aware'. This module includes an overview of the history of the Welsh language; Welsh language legislation; the Welsh Language Standards and staff roles and responsibilities; available Welsh language support within the College; practical examples of proactive approaches and appropriate wording, followed by an end-of-module assessment. The 'Welsh Aware' module will be incorporated into the new staff induction programme from 2025/26, with all staff encouraged to complete it to refresh and strengthen their awareness and understanding of the Standards.

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With regard to the Standards covering meetings, public meetings and events, no requests were received for Welsh-medium meetings during 2024/25, and the College did not host any public meetings or public lectures during the year. However, the College's open evenings reflected a strong commitment to bilingual provision, including a Welsh Language promotional stand and Welsh-speaking staff available to speak with prospective learners in Welsh. Meetings held with Welsh-speaking organisations including Y Coleg Cymraeg Cenedlaethol, Sgiliaith, Menter Iaith Sir Benfro, Pembrokeshire County Council's Dysgu Cymraeg Sir Benfro, Mudiad Meithrin and the Urdd were conducted through the medium of Welsh. In addition, meetings of the Welsh Language Development Team, along with their discussions with other Welsh-speaking colleagues, were held in Welsh. Appraisal meetings involving members of the Welsh Language Development Team were also conducted and documented in Welsh.

Marketing materials, corporate publications, and the College's social media channels continued to meet the requirements of the Welsh Language Standards. In July 2025, the Welsh Language Commissioner conducted a review of social media use across 14 further education colleges, including Pembrokeshire College, highlighting sector-wide issues in ensuring that Welsh is treated no less favourably than English. The College's Marketing

department confirmed that it operates separate Welsh and English social media accounts, publishing all content on both platforms and regularly promoting the Welsh accounts, thereby ensuring compliance with the Standards.

The College website was subject to regular review and updates, including the dedicated Welsh Language in the College page, highlighting the College's Welsh-medium and bilingual provision, alongside the opportunities and support available to learners and staff. The Welsh Language Development Team's Facebook page, Cymraeg – Coleg Sir Benfro, remained an active and effective platform throughout the year, promoting Welsh-language extra-curricular activities and initiatives.

Bilingual signage across the College was compliant, and content displayed on the College's large digital screens was bilingually. However, it was acknowledged that the consistent provision of bilingual information on departmental noticeboards continued to present a challenge. As a result, this issue has been identified as a specific action for all faculties and departments within their 2025/26 action plans.

Welsh language and bilingual learning continued to form part of the College's Aspire staff training programme. During the year, Sgiliaith delivered sessions focused on embedding Welsh within the curriculum, while Y Coleg Cymraeg Cenedlaethol provided training on technology and the Welsh language to support and enhance bilingual learning practices. As outlined in Section 1, staff engagement in the Cymraeg Gwaith scheme remained strong, reflecting its continued popularity. In addition, members of the Welsh Language Development Team delivered Welsh language training sessions, including activity to raise awareness of the Welsh Language Standards.

The promotion of the Welsh Language Standards, alongside the wider use of the Welsh language, remained an ongoing focus throughout the year. Learners' Welsh language rights and the College's Welsh-medium provision were highlighted across a range of College activities, including open days and evenings, the application and interview process, transition days and enrolment and induction programmes, as well as through the Cymraeg – Coleg Sir Benfro Facebook page. Members of the Welsh Language Development Team also engaged with the wider community by attending external events such as the Ysgol Caer Elen transition event and Ysgol Bro Preseli careers evening, and by delivering a series of sessions entitled *The Value of the Welsh Language* at Milford Haven Comprehensive School. In addition, the Welsh Language Standards and learner rights were promoted through the Welsh Language Commissioner's national *'Defnyddia Dy Gymraeg – Use Your Welsh'* campaign, which took place in December 2024.

Staff were reminded to adopt a proactive approach by encouraging Welsh-speaking learners to consider undertaking tutorials, assessments and extra-curricular activities through the medium of Welsh or bilingually. Welsh-speaking tutors delivered tutorials in Welsh or bilingually for their Welsh-speaking learners, with further support provided by the Bilingual Support Tutors.

3.2 Compliance with the Policy Making Standards

Between 1st August 2024 and 31st July 2025, 15 policies were submitted to the Senior

Management Team for approval. Policy leads completed the College's impact assessment documentation, which included consideration of the Welsh language, and each policy included a standard corporate section reaffirming the College's commitment to providing language choice across its services. During the year, the College introduced a revised Integrated Impact Assessment (IIA) template, replacing the former Equality Impact Assessment to strengthen policy development. Section 3 of the IIA focuses specifically on the Welsh language, requiring authors to assess impacts on opportunities to use Welsh and ensure it is treated no less favourably than English, with outcomes and actions recorded in Sections 3 and 8. Stakeholder engagement has been enhanced, including consultation with Welsh-speaking communities. Completed IIAs are authorised by Heads of Faculty or Departments, reviewed by the Senior Management Team, and approved by the Board of Governors where necessary. Staff received IIA training in August 2024, and all completed IIAs and finalised policies are published to ensure transparency and accountability.

3.3 Compliance with the Operational Standards

The Operational Standards relate to aspects of the College's relationship with its staff, including recruitment and appointment processes. These Standards also focus on encouraging staff to use their Welsh language skills in their everyday work and providing opportunities for staff to develop and improve their Welsh language proficiency.

In 2024/25, staff were reminded of their responsibilities under the Standards through a combination of communications, briefings, team meetings, and Welsh language training, in line with the College's Internal Use of the Welsh Language Policy. This policy is accessible via the Staff Portal and offers guidance on promoting and using Welsh across the College, encouraging its integration into routine activities and providing standardised wording for inclusion in internal communications. Staff can also access Welsh language support, guidance, and translation services through the Welsh Language Development Team. During the year, a new 'Welsh Aware' e-training module was developed and will be launched in 2025/26, offering an effective way to refresh staff understanding of their responsibilities and Welsh language entitlements under the Standards.

In line with the Operational Standards, HR continued to record staff language preferences for personal correspondence and documents. During 2024/25, a small number of staff appraisals were conducted through the medium of Welsh. Additionally, several managers reported discussing Welsh language development needs and setting training targets with staff, supporting the delivery of departmental and faculty Welsh language action plans.

3.4 Compliance with the Record Keeping Standards and Supplementary Standards

The Welsh Language Standards stipulate that data is accurately maintained and reported in accordance with the specified requirements, ensuring the College's ongoing compliance. This annual report is a key element of these requirements. Records relating to the Welsh Language Standards are securely stored within the College's central electronic systems. These records are updated by the Welsh Language Development Officer and representatives of the Welsh Language Steering Group – Standards.

The Welsh Language Standards require that relevant data is recorded and reported accurately in line with specified requirements, supporting the College's continued compliance. The publication of this annual report forms an important part of meeting these obligations. Records relating to the Standards are securely maintained within the College's central electronic systems and are kept up-to-date by the Welsh Language Development Officer, together with representatives from the Welsh Language Steering Group – Standards.

4. Staff Welsh Language Skills

In 2024/25, the College employed a total of 535 staff members, 8% of whom were either fluent Welsh speakers or with advanced Welsh language skills. The overall Welsh language skills profile for this reporting period is as follows:

2022/23	2023/24	2024/25	
11%	13%	8%	of staff have no Welsh language skills (Level 00)
46%	46%	44%	of staff are able to meet and greet in Welsh (Level 01)
23%	22%	25%	of staff are at Entry level (Level 1)
11%	9%	12%	of staff are at Foundation level (Level 2)
3%	3%	3%	of staff are at Intermediate level (Level 3)
3%	3%	2%	of staff are at Advanced level (Level 4)
3%	5%	6%	of staff are proficient (Level 5)

The staff Welsh language profile for 2024/25 remains broadly consistent with previous years. The proportion of staff with no Welsh language skills (Level 00) has decreased from 13% to 8%, which is a positive development. Staff able to meet and greet in Welsh (Level 01) has slightly declined to 44%, while those at Entry (Level 1) and Foundation (Level 2) levels account for 25% and 12% respectively, highlighting the ongoing need to support staff in progressing beyond basic Welsh language skills. It is encouraging to see continued growth at higher proficiency levels, with proficient speakers (Level 5) rising to 6%, and Advanced level staff (Level 4) remaining steady. These trends demonstrate gradual progress in developing staff fluency, supporting the College's wider bilingual ambitions.

5. Training

Throughout the reporting period, no corporate training was delivered through the medium of Welsh in the areas specified by the Standards. These areas include recruitment and selection, interviewing, performance management, handling complaints and disciplinary matters, and dealing with members of the public.

6. Recruitment

During 2024/25, 83 new or vacant posts were advertised bilingually. Recruitment materials were provided in both languages, and application forms included a section

allowing applicants to indicate if they wished to use Welsh during the interview process.

Managers are required to assess the need for Welsh language skills for each vacancy, with guidance included in the job requisition form to support this process.

The number of posts categorised according to Welsh language requirements during 2024/25 was as follows:

- **Option A:** Welsh language skills essential: 0
- **Option B:** Welsh language skills to be learned on appointment: 0
- **Option C:** Welsh language skills desirable: 80

Option D, previously used for specialist roles where basic Welsh skills were not necessary was removed from the job requisition form. The College's minimum requirement for all vacancies now aligns with Option C, where Welsh language skills are desirable.

Although all posts currently indicate that Welsh language skills are desirable, the College is developing a revised approach to better support managers in determining the appropriate level of Welsh required for each role. The new approach will place greater emphasis on spoken Welsh, aiming to attract more Welsh-speaking staff. However, expanding the College's bilingual capacity remains challenging due to the ongoing national shortage of bilingual workers.

7. Complaints

No complaints relating to the Welsh Language Standards were received during the reporting period.

8. Conclusion and Recommendations

The College remains committed to strengthening its bilingual provision across both the curriculum and support services. Continual progress has been made in implementing the Welsh Language Standards, particularly in bilingual marketing, ensuring all promotional materials are available in both Welsh and English. Language choice continues to be embedded throughout the learner application and enrolment process, as well as within staff recruitment. Ongoing support from Y Coleg Cymraeg Cenedlaethol is essential for maintaining and expanding Welsh-medium and bilingual provision, while Cymraeg Gwaith funding continues to support the development of staff Welsh language skills.

Through the continued delivery of faculty and departmental Welsh language action plans, alongside oversight from the Welsh Language Steering Group – Standards, the College has an effective framework to monitor progress and drive further improvements. This structured approach will support ongoing enhancement of Welsh language services, encourage wider engagement with the language, and contribute to its growth, in line with the aspirations of Cymraeg 2050.