

Sabhal Mòr Ostaig Language Policy

Tha soirbheachadh agus cliù na Colaiste gu mòr an crochadh air a' mheud 's a chleachdar a' Ghàidhlig innte. Le àrdachadh ann an ìre Gàidhlig nan oileanach, thig barrachd thugainn, is fuirichidh barrachd nas fhaide, is iad uile an làn dùil gum faigh iad an taic is an togail-inntinn a thathas a' sùileachadh bho ionad làn-Ghàidhlig. Tha am poileasaidh seo ann gus an cleachdadh seo a dhaingneachadh.

The success and good reputation of the College greatly relies upon the frequency of Gaelic used on campus. More students will be attracted to the College, and more will stay for longer, all in expectation that they will get the support and inspiration that is expected from an all-Gaelic institution. This policy has been put in place to affirm Gaelic usage at the College.

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- Bidh dleastanas agus còraichean a thaobh na Gàidhlig aig gach neach aig a' Cholaiste. Tha soirbheachadh agus cliù na Colaiste mar àite Gàidhlig an urra rinn uile.
Gaelic rights and responsibilities are incumbent upon everyone based at the College. The success and good reputation of the College as a Gaelic institution are the responsibility of us all.
 - A thaobh feallsanachd is poileasaidh cànan na Colaiste, bidh dùil ri stiùireadh làidir bho Phrionnsapal, Stiùirichean agus Cheannardan Roinne na Colaiste.
Strong leadership is expected from the Principal, Directors and Heads of Department with regard to the philosophy and language policy of the College.
 - Bidh dùil gum bi buidhnean co-cheangailte ris a' Cholaiste a' gabhail ri poileasaidh cànan na Colaiste agus gum bi gach buidheann a' cruthachadh poileasaidh cànan dhi fhèin (le taic bhon Oifigear Leasachaidh Chànain). Mar phàirt de phoileasaidh gach buidhne, bidh dùil gum bi dleastanas fa leth aig luchd-obrach gum bruidhinn iad a' Ghàidhlig, ma bhios i idir aca, air neo gun ionnsaich iad i, mura bi.
It is expected that groups connected to the College will adopt the language policy of the College and that each group will create a separate language policy of its own (with support from the Language Development Officer). As part of each group's policy, it will be expected, as a separate duty of employment, that each Gaelic speaking employee speaks Gaelic and that each non-Gaelic speaking employee makes a commitment to learn Gaelic.
 - Bidh dùil gun tèid a' Cholaiste a' riochdachadh mar àite làn-Ghàidhlig do dhuine no do bhuidhinn sam bith a thig a chleachdadh goireasan na Colaiste.
It is expected that the College will be represented as an all-Gaelic institution to any person or group who come to use the College resources.
 - Bidh dùil gum bi an teagasg tro mheadhan na Gàidhlig a-mhàin agus gum bi sin agus na goireasan teagaisg Gàidhlig nan deagh eisimpleir do na h-oileanach.
It is expected that all teaching will be conducted only through the medium of Gaelic and that the Gaelic teaching resources will set a good example for students.
 - Mar bhun-stèidh a' phoileasaidh, bidh dùil nach cleachd muinntir na Colaiste ach a' Ghàidhlig ri oileanach a tha air ìre a' Chùrsa Chomais no a' Chùrsa Adhartais a ruigsinn.
As a cornerstone of the policy it is expected that everyone based at the College will speak only Gaelic to students who have reached Cùrsa Comais and Cùrsa Adhartais level.
 - Bidh dùil ri sgiobadh ann an Roinn nan Goireasan a bhios làidir taiceil an dà chuid do na h-oileanaich agus do luchd-obrach eile na Colaiste le bhith a' cleachdadh agus a' brosnachadh cleachdadh na Gàidhlig air feadh na Colaiste.
It is expected that Facilities Department staff will support both students and College staff by using and supporting the use of Gaelic throughout the College.
 - Cuiridh a' Cholaiste a taic ri trèanadh tro mheadhan na Gàidhlig

The College will lend its support to training opportunities through the medium of Gaelic.

- Cuiridh a' Cholaiste cuideam air sgaoileadh feallsanachd poileasaidh cànan na Colaiste
The College will place an emphasis on the dissemination of its Gaelic language policy philosophy.
- Cuiridh a' Cholaiste a taic ris a' phrionnsapal gum bu chòir sanasachadh sna pàipearan is eile a bhith sa Ghàidhlig a-mhàin, mar as trice, a rèir feuma.
The College will support the principle that advertising in newspapers and other media should usually be in Gaelic only, as required.
- Cuiridh a' Cholaiste a taic ris a' phrionnsapal nach bu chòir ach soighnichean Gàidhlig a bhith gan cleachdadh air àrainn na Colaiste.
The College will support the principle that Gaelic-only signage should be adopted on campus at the College.
- 'S e dleastanas an Oifigeir Phoileasaidh Cànan a bhith a' toirt taic do mhuinntir na Colaiste, agus iad a' cur Poileasaidh na Colaiste an gnìomh; a bhith measadh adhartas ann an coileanadh a' Phoileasaidh; agus a bhith a' moladh leasachaidhean anns a' Phoileasaidh dhan Phrionnsapal, mar as iomchaidh.
It is the duty of the Language Development Officer to support College patrons in the implementation of College policy; to appraise improvement in the execution of the policy; and to suggest any improvements to the policy to the Principal, as required.
- Bidh dùil gun tèid adhartas sa Ghàidhlig a mheas gu cunbhalach san luachadh bhliadhnail.
It is expected that progress in Gaelic usage will be evaluated regularly in an annual appraisal.
- Bidh dùil gun tèid ceist a' chànain a ghabhail a-steach aig toiseach gnothaich nuair a thèid planaichean ùra a chur ri chèile airson na Colaiste.
It is expected that language will be considered from the outset when any new College initiatives are undertaken.

	Raon a' Phoileasaidh <i>Policy area</i>	An neach an urra <i>Person responsible</i>
§1	ADHBHAR A' PHOILEASaidH RATIONALE OF THE POLICY	
	<p>Tha soirbheachadh agus cliù na Colaiste gu mòr an crochadh air a' mheud 's a chleachdar a' Ghàidhlig innte. Le àrdachadh ann an ìre Gàidhlig nan oileanach, thig barrachd thugainn, is fuirichidh barrachd nas fhaide, is iad uile an làn dùil gum faigh iad an taic is an togail-inntinn a thathas a' sùileachadh bho ionad làn-Ghàidhlig. Tha am poileasaidh seo ann gus an cleachdadh seo a dhaingneachadh.</p> <p><i>The success and good reputation of the College greatly relies upon the frequency of Gaelic used on campus. More students will be attracted to the College, and more will stay for longer, all in expectation that they will get the support and inspiration that is expected from an all-Gaelic institution. This policy is in place to affirm Gaelic usage at the College.</i></p>	
§2	FEALLSANACHD PHILOSOPHY	
	(a) A' Cholaiste <i>The College</i>	
	<p>1. Tha a' Cholaiste na h-àite foghlaim làn-Ghàidhlig agus na h-àite gnìomhachais làn-Ghàidhlig, agus sàbhaladh, brosnachadh agus leudachadh na Gàidhlig nam prìomh adhbhar na Colaiste.</p> <p><i>The College is an all-Gaelic educational institution and business, and the college's prime objective is to defend, support and develop the Gaelic language</i></p>	
	<p>2. Bidh abairt-rùin na Colaiste a' nochdadh seo gu làidir.</p> <p><i>The College's mission statement will strongly reflect this.</i></p>	Prionnsapal <i>Principal</i> Stiùirichean <i>Directors</i> Manaidsear Margaideachd <i>Marketing Manager</i>
	<p>3. Bidh margaideachd is sanasachadh ceangailte ris a' Cholaiste a' nochdadh seo.</p> <p><i>Marketing and advertising connected to the College will reflect this.</i></p>	Prionnsapal <i>Principal</i> Manaidsear Margaideachd <i>Marketing Manager</i>
	<p>4. Cuirear poileasaidh fastaidh ri chèile ach am bi a' Cholaiste a' gluasad a dh'ionnsaigh ama far am bi (a) a' Ghàidhlig aig luchd-obrach uile na Colaiste, agus (b) sgilean Gàidhlig aig luchd-obrach mus tòisich iad aig a' Cholaiste.</p> <p><i>A recruitment policy will be created to make the College move towards a situation where (a) all members of staff at the College speak Gaelic, and (b) all members of staff have Gaelic skills before they begin work at the College.</i></p>	Prionnsapal <i>Principal</i> Stiùirichean <i>Directors</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i>
	(b) Muintir na Colaiste <i>The College community</i>	
	<p>Bidh dleastanasan agus còraichean a thaobh na Gàidhlig aig gach neach aig a' Cholaiste. Tha soirbheachadh agus cliù na Colaiste mar àite Gàidhlig an urra rinn uile.</p> <p><i>Gaelic rights and responsibilities are incumbent upon everyone at the College. The success and good name of the College as a Gaelic institution are the responsibility of us all.</i></p>	

	<p>1. Bidh cùmhnant làidir eadar a' Cholaiste agus luchd-obrach agus eadar a' Cholaiste agus oileanaich gum bithear a' cleachdadh na Gàidhlig a rèir an comasan ris a bheileas an dùil air feadh na Colaiste. <i>A strict compact will be made between the College and college staff and between the College and students that Gaelic will be used, according to language ability, throughout the College.</i></p>	Prionnsapal <i>Principal</i> Stiùirichean <i>Directors</i> Ceannardan Roinne <i>Heads of Department</i>
	<p>2. Bidh a' chòir aig luchd-obrach agus oileanaich ri bhith a' sùileachadh ri àrainneachd làn-Ghàidhlig aig a' Cholaiste. <i>Staff and students have the right to expect an all-Gaelic environment at the College.</i></p>	Prionnsapal <i>Principal</i> Stiùirichean <i>Directors</i> Ceannardan Roinne <i>Heads of Department</i>
§3	CEANNAS LEADERSHIP	
	<p>A thaobh feallsanachd is poileasaidh cànan na Colaiste, bidh dùil ri stiùireadh làidir bho Phrionnsapal, Stiùirichean agus Ceannardan Roinne na Colaiste. <i>Strong leadership is expected from the Principal, Directors and Heads of Department with regard to the philosophy and language policy of the College</i></p>	
	<p>1. Bheir Prionnsapal, Stiùirichean agus Ceannardan Roinne na Colaiste stiùireadh làidir a thaobh poileasaidh cànan na Colaiste agus cleachdadh na Gàidhlig air àrainn na Colaiste, le bhith a' cumail spiorad agus facal a' phoileasaidh fa chomhair oileanaich agus luchd-obrach na Colaiste cho tric 's a ghabhas. <i>The Principal, Directors and Heads of Department will provide strong leadership on the language policy of the College and on Gaelic usage on campus by reinforcing the spirit and substance of the policy to both students and staff at every opportunity.</i></p>	Prionnsapal <i>Principal</i> Stiùirichean <i>Directors</i> Ceannardan Roinne <i>Heads of Department</i>
	<p>2. Coinnichidh am Prionnsapal ris an Oifigear Leasachaidh Chànain gach dà mhìos gus suidheachadh na Gàidhlig sa Cholaiste a mheas. <i>The Principal will meet with the Language Development Officer on a bi-monthly basis to assess Gaelic usage at the College.</i></p>	Prionnsapal <i>Principal</i> Oifigear Leasachaidh Cànain <i>Language Development Officer</i>
	<p>3. Coinnichidh Ceannardan Roinne ris an Oifigear Leasachaidh Chànain gach dà mhìos gus suidheachadh na Gàidhlig sna roinnean aca fhèin a mheas agus plana gnìomha a chur ri chèile. <i>Heads of Department will meet with the Language Development Officer bi-monthly to assess Gaelic usage in their own departments and to create an action plan.</i></p>	Heads of Department Oifigear Leasachaidh Cànain <i>Language Development Officer</i>
	<p>4. Bidh Bòrd Stiùiridh na Colaiste a' togail inbhe na Gàidhlig gu nàiseanta agus gu follaiseach. <i>The Board of directors will raise the profile of the Gaelic language nationally and visibly</i></p>	Bòrd Stiùiridh Board of Directors
	<p>5. Bidh a h-uile ceannard Roinne a' tuigsinn agus a' cur an gnìomh dealbhadh agus cleachdadh na Gàidhlig sa cholaiste am measg an luchd-obrach fhèin <i>Every Head of Department understands and implements Gaelic planning and use at the College among their staff.</i></p>	Bòrd Stiùiridh Board of Directors
§4	BUIDHNEAN CO-CHEANGAILTE RIS A' CHOLAISTE GROUPS AFFILIATED WITH THE COLLEGE	
	Bidh dùil gum bi na buidhnean seo a' gabhail ri feallsanachd	

	<p>cànain na Colaiste agus gum bi gach buidheann a' cruthachadh poileasaidh cànain dhi fhèin (le taic bhon Oifigear Leasachaidh Chànain). Mar phàirt de phoileasaidh gach buidhne, bidh dùil gum bi dleastanas fa leth aig luchd-obrach gum bruidhinn iad a' Ghàidhlig, ma bhios i idir aca, air neo gun ionnsaich iad i, mura bi. Mar eisimpleir, bidh e na dleastanas aig luchd-obrach Fàs Mòr a bhith a' bruidhinn na Gàidhlig fad an t-siubhail, an dà chuid air taobh a-staigh an aonaid, nam measg fhèin is ris a' chloinn, agus air taobh a-muigh an aonaid ri buill eile na Colaiste.</p> <p><i>It is expected that groups connected to the College will adopt the language philosophy of the College and that each group will create a separate language policy of its own (with support from the Language Development Officer). As part of each group's policy, it will be expected, as a separate duty of employment, that each Gaelic speaking employee speaks Gaelic and that each non-Gaelic speaking employee makes a commitment to learn Gaelic. For example, it will be incumbent upon Fàs Mòr employees to speak Gaelic at all times, both within Fàs Mòr, among work colleagues and outwith the centre with other members of the College community.</i></p>	
	<p>1. Le taic bhon Oifigear Leasachaidh Chànain, bidh poileasaidh cànain aig gach buidhinn, a bhios, am measg eile, ag aontachadh ri poileasaidh cànain na Colaiste agus a' cur dleastanas air a luchd-obrach fa leth a bhith a' bruidhinn na Gàidhlig no ga h-ionnsachadh a rèir an luachaidh bhliadhnail aca.</p> <p><i>With support from the Language Development Officer, each group will have its own language policy which will, among other things, agree with the language policy of the College and place a duty upon each member of staff separately to speak Gaelic or to learn Gaelic according to their annual appraisal.</i></p>	<p>Oifigear Leasachaidh Cànain <i>Language Development Officer</i> Ceannardan buidhne <i>Heads of College groups</i></p>
	<p>2. Le taic bhon Oifigear Leasachaidh Chànain, cuiridh gach buidheann plana gnìomha bliadhnail ri chèile, le targaidean mionaideach àireamhail na chois.</p> <p><i>With support from the Language Development Officer, each group will create an annual action plan, with precise quantitative targets.</i></p>	<p>Oifigear Leasachaidh Cànain <i>Language Development Officer</i> Ceannardan buidhne <i>Heads of College groups</i></p>
	<p>3. Bidh luachadh bliadhnail an luchd-obrach a' gabhail a-steach adhartas sa Ghàidhlig.</p> <p><i>Each member of staff's annual appraisal will document improvement in Gaelic usage.</i></p>	<p>Ceannardan buidhne <i>Heads of College groups</i></p>
§5	<p>LUCHD-TADHAIL AGUS BUIDHNEAN BHO THAOBH A-MUIGH NA COLAISTE VISITORS AND GROUPS FROM OUTSIDE THE COLLEGE</p>	
	<p>Bidh dùil gun tèid a' Cholaiste a' riochdachadh mar àite làn-Ghàidhlig do dhuine no do bhuidhinn sam bith a thig a chleachdadh goireasan na Colaiste.</p> <p><i>It is expected that the College will be represented as an all-Gaelic institution to any person or group who come to use the College resources.</i></p>	
	<p>1. Ged a bhios buidhnean is luchd-tadhail aig nach eil a' Ghàidhlig a' tighinn a chleachdadh goireasan na Colaiste, gu h-àraid sna saor-làithean, thèid a mhìneachadh dhaibh gur h-e ionad Gàidhlig a th' anns a' Cholaiste.</p> <p><i>Although non-Gaelic speaking groups and visitors come to the College and use College resources, especially at holiday periods, it will be explained to</i></p>	<p>Ceannard Roinn nan Goireasan <i>Head of Facilities Department</i></p>

	<i>them that the College is a Gaelic institution.</i>	
	<p>2. Thèid tachartasan aig buidhnean agus luchd-tadhail bho thaobh a-muigh na Colaiste a shanasachadh agus a thaisbeanadh anns a' Cholaiste fhèin tron Ghàidhlig, aig a' char as lugha le bhith a' cleachdadh na Gàidhlig os cionn no ri taobh na Beurla ann an sanasan, bileagan fiosrachaidh, clàran-bidhe 7c a thèid a sgaoileadh anns a' Cholaiste.</p> <p><i>Events by groups and visitors from outside the College will be advertised internally in the College in Gaelic, and at the very least by placing Gaelic above or beside the English wording in advertisements, information leaflets, menus, etc, which are disseminated throughout the College.</i></p>	Ceannard Roinn nan Goireasan <i>Head of Facilities Department</i>
	<p>3. Bidh cùrsaichean goirid a' togail aire an luchd-oide agus nan oileanach a thaobh mothachadh agus leasachadh cànan fhad 's a bhios iad aig a' Cholaiste, a bharrachd air ionnsachadh cànan.</p> <p><i>Further to language learning, Short Courses will raise the tutors' and the students' attention of language awareness and language planning while they are at the College.</i></p>	Ceannard nan Cùrsaichean Goirid Oifigear Leasachaidh Cànan <i>Short Course Manager Language Development Officer</i>
	<p>4. Bidh gach taisbeanadh ealaine sa Cholaiste a rèir feallsanachd na Colaiste</p> <p><i>Every art exhibition reflects the College's philosophy.</i></p>	Oifigear Leasachaidh Ealaine <i>Arts Development Officer</i>
§6	RIANACHD ADMINISTRATION	
	<p>1. Bidh dùil gum bi Rianachd na Colaiste a' dèiligeadh ri muinntir na Colaiste tro mheadhan na Gàidhlig.</p> <p><i>It is expected that the College Administration will communicate with the College community through the medium of Gaelic.</i></p>	
	<p>2. Bidh Rianachd na Colaiste a' cleachdadh Gàidhlig a-mhàin air foirmichean is fiosrachadh na Colaiste.</p> <p><i>College Administration will use only Gaelic on College forms and information.</i></p>	Ceannard Roinne Luchd-rianachd <i>Heads of Department Administration</i>
	<p>3. (i) Uair sam bith a dh'fheumas dreach Beurla de rudeigin a sholaradh, thèid an leughadair a chur gu faidhle air chruth dà-chànanach a gheibhear air Dràibh-G na Colaiste, .i. cha tèid a sgaoileadh air an dòigh àbhaistich. (ii) San fharsaingeachd, bhiodh stuth a bha air tighinn a-steach bho thaobh a-muigh na Colaiste na mhura-bhith, mura bi cothrom ann a' Ghàidhlig a chur air an toiseach. (iii) 'S ann ann an càraidhean air leth sònraichte a-mhàin, m.e. gu daoine aig nach robh cothrom air goireasan coimpiutair na Colaiste, a bhiodh dùil gun sgaoilear stuth dà-chànanach air chruth cruaidh.</p> <p><i>(i) Whenever an English version has to be provided, the reader will be directed to a bilingual version of the file situated in the College's G-Drive, i.e. it will not be disseminated in the usual way. (ii) In general, information from external sources outwith the College would be an exception, if there was no opportunity to provide a Gaelic version of the information. (iii) Only in very exceptional circumstances, for example, to someone unable to access the College's computing resources, would it be expected that bilingual information would be disseminated in a hard copy version.</i></p>	Ceannard Roinne Luchd-rianachd <i>Heads of Department Administration</i>

	<p>4. Bidh poileasaidhean na Colaiste an dà chuid (a) air chruth Gàidhlig a-mhàin, agus (b) air chruth dà-chànanach. Gheibhear seòrsa (b) air Dràibh-G na Colaiste a-mhàin. <i>The College's policies will be available in both (a) Gaelic only format, and (b) bilingual format. Format (b) will be available on the College's G-Drive only.</i></p>	<p>Ceannard Roinne Luchd-rianachd <i>Heads of Department Administration</i></p>
	<p>5. Bidh leabhraichean-làimhe luchd-obrach an dà chuid (a) air chruth Gàidhlig a-mhàin, agus (b) air chruth dà-chànanach. Gheibhear seòrsa (b) air Dràibh-G na Colaiste a-mhàin. <i>Employee handbooks will be available in both (a) Gaelic only format and (b) bilingual format. Format (b) will be available on the College's G-Drive only.</i></p>	<p>Ceannard Roinne Luchd-rianachd <i>Heads of Department Administration</i></p>
	<p>6. Cleachdaidh muinntir na Colaiste a' Ghàidhlig a-mhàin ann a bhith a' bruidhinn no a' conaltradh ri luchd-obrach na Colaiste agus ri oileanaich na Colaiste bhon Chùrsa Chomais no a' Chùrsa Adhartaich suas. <i>The College community will use only Gaelic when speaking or communicating with employees of the College and students at the College from Cùrsa Comais and Cùrsa Adhartaich level upwards.</i></p>	<p>Ceannard Roinne Luchd-rianachd <i>Heads of Department Administration</i></p>
§7	ROINN AN FHOGHLAIM TEACHING DEPARTMENT	
	(a) An teagasg <i>Teaching</i>	
	<p>Bidh dùil gum bi an teagasg tro mheadhan na Gàidhlig a-mhàin agus gum bi sin agus na goireasan teagaisg Gàidhlig nan deagh eisimpleir do na h-oileanach. <i>It is expected that teaching will only be through the medium of Gaelic and that this and the Gaelic teaching resources will set a good example to students.</i></p>	
	<p>1. Thèid modalan an dà chuid air àrainn na Colaiste agus aig astar a tha air an clàradh ri bhith air an teagasg sa Ghàidhlig a theagasg tro mheadhan na Gàidhlig a-mhàin, ach le cead a' Phrionnsapail. <i>Modules both on the College campus and by distance learning that are registered to be taught in Gaelic will be taught only through the medium of Gaelic, except by permission of the Principal.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Luchd-teagaisg <i>Teaching staff</i> Luchd-oide Tutors</p>
	<p>2. Thèid briathrachas iomchaidh an dà chuid airson mhodalan practaigeach agus acadaimigeach a sholaradh agus a leasachadh do dh'oileanaich. <i>Relevant terminology will be provided and developed for students both for practical modules and for academic modules.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Luchd-teagaisg <i>Teaching staff</i> Luchd-oide Tutors</p>
	<p>3. Meudaichear an ceudad de ghoireasan Gàidhlig (notaichean, prìomh theagsaichean 7c) airson mhodalan gach bliadhna. <i>The percentage of Gaelic resources (class-notes, core texts, etc.) will be increased annually.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Luchd-teagaisg <i>Teaching staff</i> Luchd-oide Tutors</p>
	<p>4. Fastaidhear ach luchd-teagaisg aig a bheil de Ghàidhlig a fhreagras feumalachdan nan oileanach. <i>Only teaching staff that have suitable Gaelic skills for the needs of the students will be employed.</i></p>	<p>Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i> Ceannard Roinne <i>Heads of Department</i></p>
	<p>5. Cha tèid ach luchd-oide aig a bheil de Ghàidhlig a fhreagras feumalachdan nan oileanach fhastadh, agus air chùmhnannt 's gum bi an luchd-oide a' cleachdadh</p>	<p>Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i></p>

	<p>an cuid Gàidhlig air àrainn na Colaiste. <i>Only tutors who have suitable Gaelic skills for the needs of students will be employed, and on condition that the tutor will use Gaelic on campus at the College.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Stiùiriche Prògram <i>Programme leader</i></p>
	<p>6. Feumar cead fhaighinn bhon a' Phrionnsapal gach turas a bhitear an dùil neach-teagaisg no oide aig nach eil a' Ghàidhlig a thoirt a-steach dhan Cholaiste air aoi gheachd. <i>Permission must be sought from the Principal every time a non-Gaelic speaking lecturer or tutor is invited to the College.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Stiùiriche Prògram <i>Programme leader</i></p>
	<p>7. Thèid ainmean Gàidhlig nam modalan a-mhàin a chleachdadh agus thèid coinneamhan a chumail agus thèid gearr-chunntasan, aithisgean agus sgrìobhainnean eile bho thaobh a-staigh na Colaiste a sgaoileadh sa Ghàidhlig a-mhàin. <i>Only Gaelic names of modules will be used, meetings will be held in Gaelic and minutes of meetings, reports, documentation, etc. to be disseminated college-wide will be in Gaelic only.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Luchd-teagaisg <i>Teaching staff</i> Luchd-oide Tutors</p>
	<p>8. Cuiridh Roinn an Fhoghlaim barrachd cuideim air ìre Gàidhlig nan oileanach nan obair sgrìobhte, agus cuirear 10% am Bl. 1, 15% am Bl. 2, 15% am Bl. 3 agus 20% am Bl. 4 de chomharraidhean obair sgrìobhte nan oileanach mu choinneimh na Gàidhlig. <i>The Teaching Department will place greater emphasis on a good level of Gaelic in students' written work, and in Year 1 10% of the mark for written work will be for Gaelic, 15% in Year 2, 15% in Year 3 and 20% in Year 4.</i></p>	<p>Ceannard Roinne <i>Heads of Department</i> Luchd-teagaisg <i>Teaching staff</i> Luchd-oide Tutors</p>
	<p>(b) Na h-oileanaich <i>Students</i></p>	
	<p>Mar bhun-stèidh a' phoileasaidh, bidh dùil nach cleachd muinntir na Colaiste ach a' Ghàidhlig ri oileanaich a tha air ìre a' Chùrsa Chomais no a' Chùrsa Adhartais a ruigsinn. <i>As a cornerstone of the policy it is expected that everyone based at the College will speak only Gaelic to students who have reached Cùrsa Comais and Cùrsa Adhartais level.</i></p>	
	<p>1. Cuiridh am Prionnsapal litir (a rèir bliadhna) fa sgaoil ro thoiseach gach bliadhna colaiste, a' mìneachadh dè bhitear a' sùileachadh bho oileanaich a thaobh cleachdadh na Gàidhlig. <i>The Principal will distribute letters (according to year) before the start of each new college year, outlining what is expected from students regarding Gaelic language usage.</i></p>	<p>Prionnsapal <i>Principal</i></p>
	<p>2. Thèid feallsanachd na Colaiste agus còraichean nan oileanach a thaobh cleachdadh na Gàidhlig a shanasachadh am broinn fiosrachaidh a sgaoilear gu oileanaich mus tig iad chun na Colaiste, nuair a thig iad gu agallamh, agus air àrainn na Colaiste gu tric is gu minig am feadh na bliadhna colaiste. <i>The College philosophy and the rights of students regarding Gaelic language usage will be published and included with information sent to students before they come to the College, when they come for interview, and frequently on campus throughout the academic year.</i></p>	<p>Margaideachd <i>Marketing</i> Seirbheis Oileanach <i>Student Services</i> Oifigear Leasachaidh Cànan <i>Language Development Officer</i></p>
	<p>3. Nithear cùmhnant làidir gach bliadhna eadar a'</p>	<p>Seirbheis Oileanach</p>

	<p>Cholaiste agus na h-oileanaich fa leth a thaobh poileasaidh cànan na Colaiste, gum bi fhios aca gum bi aca ri bhith a' cleachdadh na Gàidhlig air feadh na Colaiste agus gum faod iad sùileachadh ri àrainneachd làn-Ghàidhlig air feadh na Colaiste.</p> <p><i>A strong contract will be made each year between the College and each individual student regarding the language policy of the College, advising that they must speak Gaelic on campus and that they can expect an all-Gaelic environment throughout the College.</i></p>	<p><i>Student Services</i> <i>Oifigear Clàraidh</i> <i>Registration Officer</i> <i>Oifigear Leasachaidh Cànan</i> <i>Language Development Officer</i></p>
	<p>4. Ma bhriseas oileanach a chùmhntant a thaobh cleachdadh na Gàidhlig air àrainn na Colaiste, dèiligear ris mar gu bheileas air mì-chliù a thoirt air a' Cholaiste (.i. Ìre 3 den mhodh smachdachaidh).</p> <p><i>If a student breaks his/her contract regarding Gaelic usage on campus at the College, he/she will be dealt with as bringing the College into disrepute (see Section 3 of the disciplinary procedure).</i></p>	<p><i>Prionnsapal Principal</i> <i>Ceannard Roinne</i> <i>Head of Department</i></p>
	<p>5. Bidh leabhar-làimhe nan oileanach (a) air chruth Gàidhlig a-mhàin, agus (b) air chruth dà-chànanach. Gheibh oileanaich lethbhreac Gàidhlig, le iomradh air càite am faigh iad dreach dà-chànanach air Dràibh-G na Colaiste.</p> <p><i>The student handbook will be (a) in a Gaelic only version, and (b) in a bilingual version. Students will receive a Gaelic copy, with information on where a bilingual version can be obtained on the College's G-Drive.</i></p>	<p><i>Ceannard Roinne</i> <i>Head of Department</i></p>
	<p>6. Cleachdaidh luchd-obrach na Colaiste a' Ghàidhlig a-mhàin ann a bhith a' bruidhinn no a' conaltradh ri oileanaich na Colaiste, bho oileanaich a' Chùrsa Chomais no a' Chùrsa Adhartaich suas.</p> <p><i>College staff will use only Gaelic when speaking to or communicating with students of the College, from students at Cùrsa Comais and Cùrsa Adhartaich level onwards.</i></p>	<p><i>Luchd-obrach Employees</i></p>
	<p>7. Bidh ceist mu sgilean Gàidhlig agus mu chleachdadh a' chànan nam pàirt den fhoirm comhairleachadh oileanaich.</p> <p><i>The subject of Gaelic language skills and Gaelic language usage will form part of the students' guidance form.</i></p>	<p><i>Oifigear Leasachaidh Cànan</i> <i>Language Development Officer</i> <i>Clèireach Roinn an Fhoghlaim</i> <i>Education Department Registrar</i></p>
	<p>8. Cuirear neach-brosnachaidh an sàs aig a' Cholaiste agus a' Ghàidhlig a bhrosnachadh tro bheatha shòisealta nan oileanach.</p> <p><i>The role of language supporter will be created to encourage Gaelic usage in the students' social life.</i></p>	<p><i>Prionnsapal Principal</i> <i>Ceannard Ghnothaichean Corporra</i> <i>Head of Corporate Affairs</i> <i>Oifigear Leasachaidh Cànan</i> <i>Language Development Officer</i></p>
§8	<p>ROINN NAN GOIREASAN FACILITIES DEPARTMENT</p>	
	<p>Bidh dùil ri sgiobadh ann an Roinn nan Goireasan a bhios làidir taiceil an dà chuid do na h-oileanaich agus do luchd-obrach eile na Colaiste le bhith a' cleachdadh agus a' brosnachadh cleachdadh na Gàidhlig air feadh na Colaiste.</p> <p><i>It is expected that Facilities Department staff will support both</i></p>	

	<i>students and College staff by using and supporting the use of Gaelic throughout the College.</i>	
	<p>1. Cuirear cuideam iomchaidh air poileasaidh cànan agus cleachdadh na Gàidhlig air àrainn na Colaiste ann an cùmhnantan luchd-obrach, gum bi fhios aca gum bi aca ri bhith a' cleachdadh na Gàidhlig air feadh na Colaiste, gu bheileas an dùil gum bi iad a' leasachadh an cuid chomasan sa chànan, agus gum faod iad sùileachadh ri àrainneachd làn-Ghàidhlig air feadh na Colaiste. <i>Suitable emphasis will be placed in staff contracts on language policy and language use on campus, to inform staff that Gaelic must be used throughout the College, that it is expected that they will develop their Gaelic language skills, and that they can expect an all-Gaelic environment throughout the College.</i></p>	<p>Ceannard Roinne <i>Head of Department</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i> Oifigear Leasachaidh Cànan <i>Language Development Officer</i></p>
	<p>2. Ma bhriseas neach-obrach a chùmhnannt a thaobh cleachdadh na Gàidhlig air àrainn na Colaiste, dèiligear ris mar gu bheileas air mì-chliù a thoirt air a' Cholaiste. <i>If an employee breaks his/her contract relating to Gaelic usage on campus they will be dealt with as bringing the College into disrepute.</i></p>	<p>Ceannard Roinne <i>Head of Department</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i></p>
	<p>3. Atharraichear poileasaidh fastaidh na Colaiste gus an tèid luchd-obrach fhadstadh air sgàth an dà chuid sgilean obrach agus sgilean cànan. <i>The College's recruitment policy will be changed to enable employees to be recruited based on both their work skill and their language skills.</i></p>	<p>Ceannard Roinne <i>Head of Department</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i></p>
	<p>4. Gheibh adhartas anns a' Ghàidhlig prìomh àite ann an luachadh obrach bliadhnail <i>Improvement in Gaelic language skills will take precedence in the yearly employment appraisal.</i></p>	<p>Ceannard Roinne <i>Head of Department</i></p>
	<p>5. Thèid adhartas ann an sgilean Gàidhlig aithneachadh ann an ìre thuarastail. <i>Improvement in Gaelic language skills will be recognised in salary levels.</i></p>	<p>Ceannard Roinne <i>Head of Department</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i></p>
	<p>6. Neach-obrach sam bith a bhios airson modal a dhèanamh, bidh aca ri suim airgid a phàigheadh (£50) a gheibhear air ais an dèidh na measaidhean a dhèanamh. <i>Employees who wish to undertake a College unit or module will be obliged to pay a sum (£50) that will be refunded on completion of all relevant assessments.</i></p>	<p>Ceannard Roinne <i>Head of Department</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i></p>
	<p>7. Cleachdaidh muinntir nan Goireasan a' Ghàidhlig a-mhàin ann a bhith a' bruidhinn no a' conaltradh ri luchd-obrach na Colaiste agus ri oileanaich na Colaiste, bho oileanaich a' Chùrsa Chomais no a' Chùrsa Adhartaich suas. <i>Facilities staff will use only Gaelic when speaking and communicating with employees of the College and with students of the College, from students at Cùrsa Comais level and Cùrsa Adhartaich level onwards.</i></p>	<p>Ceannard Roinne <i>Head of Department</i> Muintir na Roinne <i>Department Constituents</i></p>
	<p>8. Cha fhrithealaich anns a' bhìadhlann ach luchd-obrach a bhios deònach a' Ghàidhlig a chleachdadh ris na h-oileanaich agus ri luchd-obrach eile. <i>Only employees who are willing to use Gaelic with students and with fellow College employees will</i></p>	<p>Ceannard Roinne <i>Head of Department</i></p>

	<i>operate at the servery.</i>	
	9. Gheibh muinntir nan Goireasan cothrom air dà uair de thìde de chlasaichean Gàidhlig aig a' char as lugha an-asgaidh am broinn na Colaiste a rèir an comasan agus an dòighean-ionnsachaidh nàdarra. <i>Facilities staff will receive at least 2 hours of free Gaelic tuition in the College according to their abilities and natural learning processes.</i>	Ceannard Roinne <i>Head of Department</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i> Neach-oidhe Tutor
§9	TRÈANADH LUCHD-OBRAICH STAFF TRAINING	
	Cuiridh a' Cholaiste a taic ri trèanadh tro mheadhan na Gàidhlig. <i>The College will lend its support to training opportunities through the medium of Gaelic.</i>	
	1. Mura faighear lorg air cuideigin bho thaobh a-muigh na Colaiste a nì cùrsa trèanaidh tro mheadhan na Gàidhlig, uidheamaichidh a' Cholaiste duine/daoine sa Cholaiste fhèin gus an cùrsa a libhrigeadh air an dàrna turas. <i>If a trainer cannot be located off-campus who will conduct training courses through the medium of Gaelic, the College will equip an individual/individuals from within the College to conduct the course on the second occasion.</i>	Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i>
§10	MARGAIDEACHD MARKETING	
	Cuiridh a' Cholaiste cuideam air sgaoileadh feallsanachd poileasaidh cànan na Colaiste <i>The College will place an emphasis on the dissemination of its Gaelic language policy philosophy.</i>	
	1. Bidh abairt-rùin na Colaiste a' nochdadh poileasaidh cànan na Colaiste gu làidir ann am faclan loma pongail. <i>The College's mission statement will strongly reflect the language policy of the College, expressed precisely and unambiguously.</i>	Manaidsear Margaideachd <i>Marketing Manager</i>
	2. Bidh margaideachd is sanasachadh ceangailte ris a' Cholaiste a' nochdadh poileasaidh cànan na Colaiste gu làidir, a' cleachdadh cleachdadh na Gàidhlig sa Cholaiste mar adhbhar-ceannaich sònraichte agus mar adhbhar-moit do mhuinntir na Colaiste. <i>Marketing and advertising connected with the College will strongly reflect the language policy of the College, utilising Gaelic in the College as a unique selling point and as a source of pride to everyone at the College.</i>	Manaidsear Margaideachd <i>Marketing Manager</i>
	3. Sgaoilear feallsanachd poileasaidh cànan na Colaiste am broinn na Colaiste fhèin air feadh na bliadhna. <i>The College's language policy philosophy will be disseminated on-campus throughout the year.</i>	Manaidsear Margaideachd <i>Marketing Manager</i>
	4. Bidh barrachd margaideachd ann do dh'oileanaich ri teachd mu dheidhinn feallsanachd poileasaidh cànan na Colaiste. <i>Further marketing will be directed towards future students regarding the College's language policy philosophy.</i>	Manaidsear Margaideachd <i>Marketing Manager</i> Oifigear Leasachaidh Cànan <i>Language Development Officer</i>
	5. Brosnaichear àrainneachd far am bi daoine deònach faighneachd mura tuig iad rudeigin sa Ghàidhlig. <i>An atmosphere will be encouraged in which people will be willing to ask for help if they have difficulty understanding something in Gaelic.</i>	Manaidsear Margaideachd <i>Marketing Manager</i>

§11	SANASACHADH ADVERTISING	
	Cuiridh a' Cholaiste a taic ris a' phrionnsapal gum bu chòir sanasachadh sna pàipearan is eile a bhith sa Ghàidhlig a-mhàin, mar as trice, a rèir feuma. <i>The College will support the principle that advertising in newspapers and other media should usually be in Gaelic only, as required.</i>	Manaidsear Margaideachd <i>Marketing Manager</i>
	1. Thèid obraichean a shanasachadh sa Ghàidhlig a-mhàin. <i>Job vacancies will be advertised only in Gaelic.</i>	Manaidsear Margaideachd <i>Marketing Manager</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i>
	2. Feumar cead a' Phrionnsapail fhaighinn gus a' Bheurla a chleachdadh ann an sanasachadh ach, fiù 's le sin, cleachdar barrachd Gàidhlig na Beurla. <i>Permission must be sought from the Principal if English is to be used in any advertising, and then more Gaelic than English will still be used.</i>	Oifigear Margaideachd <i>Marketing Officer</i> Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i>
§12	SOIGHNEADH SIGNAGE	
	Cuiridh a' Cholaiste a taic ris a' phrionnsapal nach bu chòir ach soighnichean Gàidhlig a bhith gan cleachdadh air àrainn na Colaiste. <i>The College will support the principle that Gaelic-only signage should be adopted on campus at the College.</i>	
	1. Bidh sanasan, postaran, puist-d. is eile sa Ghàidhlig a-mhàin. <i>Adverts, posters, e-mails and other signage will be in Gaelic only.</i>	Ceannardan Roinne <i>Heads of Department</i> Ceannardan Buidhne <i>Heads of Affiliated Groups</i> Ceannard Oighreachd <i>Head of Estates</i>
	2. Bidh sanasan èiginn a' cleachdadh dhealbhan a-mhàin far an gabh iad tuigsinn no Gàidhlig agus Beurla le chèile <i>Emergency signage will use illustrations only, where they are easily understood, or both Gaelic and English.</i>	
	3. Ma bhios adhbhar air Beurla a sholarachadh, cumar seo air chruth dà-chànanach air Dràibh-G na Colaiste. <i>If, for any reason, an English version is to be provided, it will be kept on the College's G-Drive.</i>	
§13	OIFIGEAR LEASACHAIDH CÀNAIN LANGUAGE DEVELOPMENT OFFICER	
	'S e dleastanas an Oifigeir Poileasaidh Cànain a bhith a' toirt taic do mhuinntir na Colaiste, agus iad a' cur Poileasaidh na Colaiste an gnìomh; a bhith measadh adhartas ann an coileanadh a' Poileasaidh; agus a bhith a' moladh leasachaidhean anns a' Phoileasaidh dhan Phrionnsapal, mar as iomchaidh. <i>It is the duty of the Language Development Officer to support College patrons in the implementation of College policy; to appraise improvement in the execution of the policy; and to suggest any improvements to the policy to the Principal, as required.</i>	
	1. Coinnichidh an t-Oifigear Leasachaidh Cànain ris a' Phrionnsapal gach dà mhìos gus suidheachadh na Gàidhlig sa Cholaiste a mheas.	Oifigear Leasachaidh Cànain <i>Language Development</i>

	<i>The Language Development Officer will meet with the Principal on a bi-monthly basis to evaluate Gaelic usage at the College.</i>	Officer Prionnsapal Principal
	2. Coinnichidh an t-Oifigear Leasachaidh Cànain ri Ceannardan Roinne gach dà mhìos gus suidheachadh na Gàidhlig sna roinnean aca fhèin a mheas. <i>The Language Development Officer will meet with Heads of Department on a bi-monthly basis to evaluate Gaelic usage in their own departments.</i>	Oifigear Leasachaidh Cànain Language Development Officer Ceannardan Roinne Heads of Department
	3. Bidh an t-Oifigear Leasachaidh Cànain na chathraiche do bhuidhinn chomhairleachaidh, le riochdaire às gach roinn agus oileanach bho gach bliadhna oirre; bidh cothrom aig a' bhuidhinn tuilleadh bhall a thoirt a-steach, ma thogras i. <i>The Language Development Officer will chair an advisory group, with a representative from each department and a student from each year present; the group will have the opportunity, if deemed desirable, to include additional members</i>	Oifigear Leasachaidh Cànain Language Development Officer Ceannard Ghnothaichean Corporra Head of Corporate Affairs
	4. Sgrìobhaidh an t-Oifigear Leasachaidh Cànain aithisg bhliadhnail aig deireadh gach bliadhna acadaimigeach mu phoileasaidh cànain na Colaiste agus mu shuidheachadh na Gàidhlig sa Cholaiste le measadh càileachdail agus àireamhail air adhartas ann an coileanadh a' Phoileasaidh anns a' bhliadhna roimhe, a thèid chun a' Phrionnsapail. <i>The Language Development Officer will write an annual report, for the attention of the Principal, at the end of each academic year regarding the language policy of the College and the state of Gaelic usage at the College by means of a qualitative and quantitative assessment on the progress made in fulfilling the aims of the policy in the previous year.</i>	Oifigear Leasachaidh Cànain Language Development Officer Prionnsapal Principal
	5. Sgrìobhaidh an t-Oifigear Leasachaidh Cànain plana gnìomha aig deireadh gach bliadhna acadaimigeach airson na bliadhna ri teachd, stèidhichte air Poileasaidh na Colaiste, a' tarraing air gach roinn dhen Cholaiste agus le targaidean àireamhail mionaideach na chois. <i>The Language Development Officer will write an action plan at the end of each academic year for the forthcoming year, based on the College's Policy, drawing from each department of the College and with precise statistical targets contained within.</i>	Oifigear Leasachaidh Cànain Language Development Officer Ceannardan Roinne Heads of Department Prionnsapal Principal
	6. Cuiridh an t-Oifigear Leasachaidh Cànain sgeamannan innleachdail air dòigh aig a' Cholaiste gus buannachd agus cleachdadh na Gàidhlig a bhrosnachadh, a' tarraing air eisimpleirean eadar-nàiseanta de dheagh ghnè ann an dealbhadh cànain am broinn buidhne. <i>The Language Development Officer will organise inventive activities at the College to promote the benefits and use of Gaelic, drawing from international examples of good practice in language planning among groups.</i>	Oifigear Leasachaidh Cànain Language Development Officer
§14	NEACH-BROSNACHAIDH LANGUAGE SUPPORTER	
	'S e dleastanas an neach-brosnachaidh a bhith a' neartachadh cleachdadh na Gàidhlig ann am beatha	

	<p>shòisealta na Colaiste. <i>It is the duty of the Language Supporter to strengthen the use of Gaelic in the social life of the College.</i></p>	
	<p>1. Cuiridh an neach-brosnachaidh sgeamannan agus tachartasan air dòigh do mhuintir na Colaiste, agus gu sònraichte dha na h-oileanaich, a bhios ag amas gu sònraichte air cleachdadh na Gàidhlig a mheudachadh air taobh a-muigh an t-seòmair-theagaisg, a' tarraing air eisimpleirean eadar-nàiseanta de dheagh ghnè ann an dealbhadh cànan am broinn buidhne. <i>The Language Supporter will organise activities and events for everyone at the College, especially for students, which will specifically aim to extend Gaelic usage outside the classroom, drawing from international examples of good practice in language planning among groups.</i></p>	<p>Neach-brosnachaidh <i>Language Supporter</i> Oifigear Leasachaidh Cànan <i>Language Development Officer</i></p>
	<p>2. Cumaidh an neach-brosnachaidh leabhar-latha dhe na sgeamannan agus tachartasan a chuireadh air dòigh, le measadh cruthach air an t-soirbheas ann am brosnachadh cleachdadh na Gàidhlig. Thèid lethbhreac dhen leabhar-latha dhan Oifigear Leasachaidh Chànain gach mìos agus gearr-chunntas dhen leabhar-latha chun a' Phrionnsapail gach semeastar. <i>The Language Supporter will keep a log of the activities and events organised, and an assessment will be made of the success gained in the encouragement of Gaelic usage. The Language Development Officer will receive a copy of the log each month and a summary of the log will be presented to the Principal each semester.</i></p>	<p>Neach-brosnachaidh <i>Language Supporter</i></p>
§15	MEASADH A' PHOILEASAIDH ASSESSMENT OF THE POLICY	
	<p>Luachadh leantainneach a' phoileasaidh. <i>Continuous assessment of the policy.</i></p>	
	<p>1. Thèid poileasaidh cànan na Colaiste a mheas gu bliadhna, le aithisg leis an Oifigear Leasachaidh Chànain mu phoileasaidh cànan na Colaiste agus mu shuidheachadh na Gàidhlig sa Cholaiste, a' moladh atharrachaidhean mar as iomchaidh; thèid an aithisg air adhart gu Prionnsapal agus Stiùrichean na Colaiste. <i>The language policy of the College will be assessed annually, with a report by the Language Development Officer on the Gaelic policy of the College, suggesting any changes as deemed necessary; the report will be presented to the Principal and Directors of the College.</i></p>	<p>Oifigear Leasachaidh Cànan <i>Language Development Officer</i> Prionnsapal <i>Principal</i> Stiùrichean <i>Directors</i></p>
	<p>2. Thèid poileasaidhean nam buidhnean co-cheangailte a mheas fa leth gach bliadhna <i>The policies of the affiliated groups will be assessed separately on an annual basis.</i></p>	<p>Oifigear Leasachaidh Cànan <i>Language Development Officer</i> Ceannardan Buidhne <i>Heads of Affiliated Groups</i></p>
	<p>3. Bidh buidheann comhairleachaidh ann, agus riochdairean bho na diofar roinnean agus bho na diofar bhliadhnaichean oileanaich oirre, agus an t-</p>	<p>Oifigear Leasachaidh Cànan <i>Language Development</i></p>

	<p>Oifigear Leasachaidh Cànan na chathraiche, gus am bi cothrom bruidhinn, deasbaid, rannsachaidh agus fiosrachaidh air ais ann.</p> <p><i>An advisory group will be created, made up of representatives of each department and from each student year, with the Language Development Officer as chair, to create a forum for discussion, debate, research and for information to be reported back.</i></p>	<p>Officer Ceannard Ghnothaichean Corporra Head of Corporate Affairs</p>
	<p>4. Coinnichidh an t-Oifigear Leasachaidh Cànan ris a' Phrionnsapal gach dà mhìos gus suidheachadh na Gàidhlig sa Cholaiste a mheas.</p> <p><i>The Language Development Officer will meet with the Principal on a bi-monthly basis to assess the state of Gaelic usage at the College.</i></p>	<p>Oifigear Leasachaidh Cànan Language Development Officer Prionnsapal Principal</p>
	<p>5. Coinnichidh an t-Oifigear Leasachaidh Cànan ri Ceannardan Roinne gach dà mhìos gus suidheachadh na Gàidhlig sna roinnean aca a mheas.</p> <p><i>The Language Development Officer will meet with the Heads of Department on a bi-monthly basis to assess the state of Gaelic usage in their departments.</i></p>	<p>Oifigear Leasachaidh Cànan Language Development Officer Ceannardan Roinne Heads of Department</p>
	<p>6. Thèid feumalachdan is beachdan luchd-obrach a thaobh cleachdadh na Gàidhlig a thrusadh aig àm an luachaidh bhliadhnail.</p> <p><i>The needs and opinions of employees regarding Gaelic usage will be collected at the time of the annual appraisal.</i></p>	<p>Oifigear Leasachaidh Cànan Language Development Officer Ceannardan Roinne Heads of Department Ceannard Ghnothaichean Corporra Head of Corporate Affairs</p>
§16	LUACHADH BLIADHNAIL ANNUAL APPRAISAL	
	<p>Bidh dùil gun tèid adhartas sa Ghàidhlig a mheas gu cunbhalach san luachadh bhliadhnail.</p> <p><i>It is expected that progress in Gaelic usage will be evaluated regularly in an annual appraisal.</i></p>	
	<p>1. Bidh adhartas sa Ghàidhlig agus feumalachdan an neach-obrach nam pàirt riatanach de luachadh bliadhnail gach neach-obrach.</p> <p><i>Progress in Gaelic skills and the needs of the employee will be a core part of the annual appraisal of each employee.</i></p>	<p>Ceannardan Roinne Heads of Department</p>
	<p>2. Bidh gach neach-obrach a' lìonadh ceisteachan mu na sgilean agus feumalachdan cànan aice/aige gach luachadh bliadhnail, a thèid a thilleadh gu Ceannard Ghnothaichean Corporra na Colaiste ach an tèid in-sgrùdadh cànanach a dhèanamh air.</p> <p><i>Each employee will complete a questionnaire each year on his/her language skills and needs, which will be returned to the College's Personnel Department in order to conduct an internal language audit.</i></p>	<p>Ceannard Ghnothaichean Corporra Head of Corporate Affairs Ceannardan Roinne Heads of Department</p>
§17	LEASACHADH AIG SABHAL MÒR OSTAIG DEVELOPMENT AT SABHAL MÒR OSTAIG	
	<p>Bidh dùil gun tèid ceist a' chànain a ghabhail a-steach aig toiseach gnothaich nuair a thèid planaichean ùra a chur ri chèile airson na Colaiste.</p> <p><i>It is expected that language will be considered from the outset when any new College initiatives are undertaken.</i></p>	
	<p>1. Bhon fhìor toiseach, bidh dealbhadh cànan (a' gabhail a-steach dealbhadh inbhe, dealbhadh corpais, dealbhadh cleachdaidh agus dealbhadh</p>	<p>Oifigear Leasachaidh Cànan Language Development</p>

	<p>buannachaidh) an cois dealbhadh a thaobh leasachadh, atharrachadh no leudachadh sam bith ann an goireasan, àrainn no cùrsaichean na Colaiste. <i>From the outset, language planning (including status planning, corpus planning, usage planning and acquisition planning) will be inherent in planning relating to development, modification and expansion of the College's facilities, campus or courses.</i></p>	<p><i>Officer</i> Ceannard Oighreachdan <i>Head of Estates</i> ceannard Roinn an Head of Studies Stiùiriche an Ionmhais <i>Director of Finance</i></p>
§18	FÀILTEACHAS WELCOME	
	<p>1. Cuirear fàilte air a h-uile duine sa Ghàidhlig agus bidh taghadh aig an aoigh cumail air no tionndadh gu Beurla. <i>Everybody will be welcomed in Gaelic and the guest has a choice to keep speaking Gaelic or turn to English.</i></p>	<p>Manaidsear nan Goireasan <i>Facilities Manager</i></p>
	<p>2. Thèid am fòn a fhreagairt sa Ghàidhlig a-mhàin. <i>The phone will be answered in Gaelic only.</i></p>	<p>Manaidsear nan Goireasan <i>Facilities Manager</i></p>
	<p>3. Thèid teachdaireachdan fòn dà-chànanach a chleachdadh a-mhàin. <i>Only bilingual phone messages will be used.</i></p>	<p>Manaidsear nan Goireasan <i>Facilities Manager</i></p>
§19	MODHAN GEARAIN COMPLAINTS PROCEDURES	
	<p>1. Bidh dùil gum bi cothrom aig duine gearan athogail sa Ghàidhlig no sa Bheurla a rèir an comasan agus nan siostaman a tha stèidhichte. <i>All complaints can be made in Gaelic or English according to competence and systems in place.</i></p>	<p>Ceannard Ghnothaichean Corporra <i>Head of Corporate Affairs</i></p>
§20	FOILLSEACHAIDHEAN PUBLICATIONS	
	<p>1. San dàimh phoblach agus na meadhanan, bidh dùil gum bi Sabhal Mòr Ostaig aithnichte mar Ionad Nàiseanta airson Cànan agus Cultar na Gàidhlig agus gun tèid ìomhaigh na Colaiste àrdachadh an dà chuid am measg luchd-labhairt na Gàidhlig agus na Beurla. <i>In public relations and the media, it is expected that Sabhal Mòr Ostaig is recognised as the National centre for Gaelic Language and Culture and that the College's image is raised among Gaelic and English speakers.</i></p>	<p>Manaidsear Margaideachd <i>Marketing Manager</i></p>
	<p>2. Cuirear stuth clò-bhuailte ri cliù na Colaiste agus a' brosnachadh cleachdadh na Gàidhlig le bhith a' sanasachadh agus a' sgaoileadh fios sa Ghàidhlig. <i>Printed material, will add to the College's reputation and the promotion of Gaelic by advertising and disseminating information in Gaelic.</i></p>	<p>Manaidsear Margaideachd <i>Marketing Manager</i></p>
	<p>3. Air làraich-lìn na Colaiste, thèid feallsanachd na Colaiste a riochdachadh do dh'oileanaich agus luchd-tadhail mar Ionad Nàiseanta airson Cànan agus Cultar na Gàidhlig. <i>On the College's website, the College's philosophy will be communicated to students and visitors as the National Centre of Gaelic Language and Culture</i></p>	<p>Manaidsear Margaideachd <i>Marketing Manager</i></p>
	<p>4. Bidh na chlà Gàidhlig airson stuth acadaimigich. <i>Clò Ostaig will be a Gaelic imprint for academic writing.</i></p>	<p>Stiùiriche Clò Ostaig <i>Clò Ostaig Director</i></p>
§21	RANNSACHADH RESEARCH	

	<p>1. Bidh obair rannsachaidh nan oileanach fo-cheum ga dhèanamh tro mheadhan na Gàidhlig anns a h-uile suidheachadh, ach far nach eil Gàidhlig aig, mar eisimpleir, neach-agallaimh no far a bheil e do-dhèanta Gàidhlig a chur air às-iomradh à leabhar. <i>All research at undergraduate level is carried out through the medium of Gaelic, except when e.g. the interviewed person doesn't speak Gaelic or where quotes do not translate into Gaelic.</i></p>	<p>Luchd-teagaisg nam modalan rannsachaidh <i>research module</i> <i>Teaching staff</i></p>
	<p>2. Bithear a' tomhas na fileantachd sa Ghàidhlig aig duine sam bith a bhios airson for-cheum a dhèanamh aig Sabhal Mòr Ostaig, agus bidh e na chùmhnannt orra gum fàs iad fileanta gu leòr a bhith a' conaltradh agus, mas iomchaidh, a bhith a' sgrìobhadh an tràchdais tro mheadhan na Gàidhlig. <i>Fluency in Gaelic assessed in those wishing to take a post-graduate degree at SMO, and they agree to become fluent enough to converse in Gaelic and to write their dissertation, where appropriate in Gaelic.</i></p>	<p>Oifigear Leasachaidh Cànan <i>Language Development Officer</i></p>
	<p>3. Bidh oileanaich rannsachaidh for-cheum ag obair tro mheadhan na Gàidhlig anns gach suidheachadh air àrainn na Colaiste, agus thathas an dùil gun cleachdar a' Ghàidhlig ann a bhith a' dèanamh an rannsachaidh, aig gach cothrom, sa choimhearsnachd air taobh a-muigh na Colaiste, mar shanas air obair na Colaiste. <i>Post-graduate students will work through the medium of Gaelic in all situations at the college, and it is expected that they use Gaelic in their research at every opportunity in the wider community as a statement of the college's work.</i></p>	<p>Co-òrdanaiche Rannsachaidh <i>Research Coordinator</i></p>
	<p>4. Bidh luchd-obrach a' cleachdadh an cuid Gàidhlig anns gach suidheachadh sa Cholaiste ann a bhith a' bruidhinn air/sgrìobhadh mu dheidhinn rannsachaidh. <i>College staff will use Gaelic when writing/speaking about their research at the college</i></p>	<p>Ceannard Roinn an Fhoghlaim <i>Head of Studies</i></p>
	<p>5. Bithear a' margaideachd obair rannsachaidh oileanaich agus luchd-obrach Shabhal Mòr Ostaig tro mheadhan na Gàidhlig aig a h-uile cothrom. <i>Staff and student research will be advertised through the medium of Gaelic at every opportunity</i></p>	<p>Manaidsear Margaideachd <i>Marketing Manager</i> Co-òrdanaiche Rannsachaidh <i>Research Coordinator</i></p>