

Welsh language policy

Purpose

YMCA Awards recognises the importance of the Welsh language in supporting equal access to qualifications for learners in Wales. This policy sets out our approach to ensuring that, where appropriate, qualifications, assessment materials, and supporting documentation are available in Welsh as well as English.

The purpose of this policy is to:

- Demonstrate YMCA Awards' commitment to promoting fair and equitable access to learning and assessment for Welsh-speaking learners.
- Ensure compliance with the expectations of Qualifications Wales and other relevant regulators regarding the availability and quality of Welsh-medium provision.
- Provide clarity for centres, learners, and stakeholders on how YMCA Awards develops, manages, and reviews qualifications and resources in the Welsh language.
- Support YMCA Awards' mission as part of Central YMCA to remove barriers to learning, increase participation, and enhance the learner experience across all communities.

This policy applies to all qualifications offered by YMCA Awards in Wales and will be reviewed regularly to ensure that it continues to meet learner and centre needs, as well as regulatory requirements.

Scope

This policy applies to all YMCA Awards qualifications and components that are made available in Wales. It covers:

- Qualification specifications.
- Learner assessment materials (including written, practical, and online assessments).
- Sample and specimen assessment materials.
- Mandatory learner-facing resources referenced in specifications.
- Centre and learner communications relating to qualifications available in Wales.

The policy does not apply to:

- Qualifications delivered exclusively outside Wales.
- Non-mandatory teaching or support materials created by centres independently of YMCA Awards.

Where qualifications are available in Welsh, the requirements in this policy apply equally to both full qualifications and individual units/components.

The policy is relevant to regulators, approved centres, learners in Wales, and YMCA Awards staff involved in qualification development, quality assurance, and customer operations.

Policy statement

YMCA Awards is committed to supporting access to qualifications through the medium of Welsh where this meets the needs of learners and centres in Wales.

We do not currently provide all qualifications in Welsh. However, we will prioritise Welsh-medium development where it improves learner access and supports equality of opportunity.

Where a qualification is made fully available in Welsh, YMCA Awards will publish the following in Welsh, at the same time and with equal prominence as English:

- The full qualification specification (including essential terminology).
- All learner assessment materials.
- Any sample or specimen assessments (where applicable).
- Any mandatory learner-facing materials referenced in the specification.

Where a qualification is made partially available in Welsh (for example, at unit or component level), YMCA Awards will provide the same range of materials in Welsh for those units or components.

Information about Welsh-medium availability will be:

- Published clearly on our website and Qualifications in Wales (QiW).
- Communicated to centres.
- Reviewed annually, or sooner if provision changes.

YMCA Awards welcomes dialogue with centres, learners, and stakeholders to explore demand for Welsh-medium qualifications and to support their delivery.

Accountabilities and responsibilities

The Head of Quality and Assessment (RO) holds overall accountability for Welsh-medium provision and for ensuring YMCA Awards meets all relevant regulatory requirements. The RO reports directly to Qualifications Wales and other regulators as required.

The Head of YMCA Awards provides organisational oversight and ensures that appropriate resources are available to support this policy.

Day-to-day responsibilities are shared across Product, Quality, and Customer Operations. The Lead Product Manager ensures Welsh-medium needs are considered when qualifications are designed and reviewed. Quality Managers, supported by External Quality Assurers (EQAs), check that Welsh-medium materials are accurate, equivalent to English versions, and applied consistently. Customer Operations, working closely with Product and Quality, provides accurate information to centres and learners, respond to enquiries, and ensures communication about availability is clear.

Together, these roles form an integrated approach, ensuring that Welsh-medium provision is built into qualification development, monitored through quality assurance, and communicated effectively to centres and learners.

Understanding demand and need

YMCA Awards recognises that Welsh-medium provision must be guided by clear evidence of learner and centre needs in Wales.

We actively monitor and assess demand through:

- Ongoing dialogue with centres, learners, and stakeholders in Wales.
- Engagement with Qualifications Wales and relevant sector groups.
- Analysis of uptake data to identify where Welsh-medium provision could support access, participation and progression.

When deciding whether to make a qualification or component available in Welsh, we apply the following criteria:

- Access and outcomes: the extent to which Welsh-medium availability will improve accessibility, participation and learner outcomes in Wales.
- Relevance in Wales: alignment to Welsh education, training and employment contexts, such as apprenticeships and further education.
- Quality and comparability: the practicality of producing accurate, high-quality translations and maintaining equivalence across specifications, assessments and learner-facing materials.
- Sustainability: our ability to maintain the Welsh-medium version to the same standard as the English version throughout the qualification lifecycle.

This evidence-led approach ensures that YMCA Awards prioritises Welsh-medium provision where it will have the greatest benefit, while remaining open and responsive to further dialogue with centres and stakeholders to explore new opportunities.

Development and management of Welsh-medium products

YMCA Awards is committed to ensuring that Welsh-medium qualifications and resources are accurate, accessible, and fully equivalent to their English versions.

Where qualifications or components are made available in Welsh, YMCA Awards will:

- Ensure translations are accurate, consistent, and reflect subject-specific terminology, using appropriate translation and quality assurance processes.
- Apply quality assurance checks to ensure translations are accurate, consistent, and reflect subject-specific terminology.
- Aim to release Welsh-medium and English materials at the same time and with equal prominence.
- Maintain Welsh-medium materials alongside English versions, updating them whenever changes are made to qualifications or assessments.

This approach ensures that learners and centres in Wales can access qualifications of the same standard, reliability, and fairness through the medium of Welsh as through English.

Regulatory alignment

YMCA Awards' Welsh Language Policy is aligned to the regulatory framework set by Qualifications Wales, and where relevant, Ofqual and CCEA Regulation.

In particular, this policy supports compliance with:

- Condition D9 (Welsh-medium qualifications): requiring awarding bodies to publish a Welsh-medium qualifications policy, identify which qualifications are available in Welsh, and promote and facilitate access to those qualifications. From 1 September 2027, designated pre-16 qualifications must be made available in Welsh.
- Condition D2 (Accessibility of qualifications): ensuring that qualifications are designed to be as accessible as possible, including through the medium of Welsh.
- Condition G2 (Language of assessment) and G3 (Use of language and stimulus materials): requiring appropriate and accurate use of language, and ensuring equivalence between Welsh and English assessments.
- Condition G6 (Arrangements for reasonable adjustments): ensuring that assessment in either Welsh or English does not disadvantage learners with additional needs.
- Fair Access by Design (Qualifications Wales guidance, 2025): reinforcing the principle that inclusive and bilingual access must be embedded from the start of qualification and assessment design.

Through this policy, YMCA Awards demonstrates its commitment to meeting these requirements, and to ensuring Welsh-medium qualifications are promoted, accessible, and delivered to the same standard as their English equivalents.

Supporting Centres and learners

YMCA Awards is committed to supporting centres and learners in Wales to access and benefit from Welsh-medium qualifications.

- Information and access: The availability of Welsh-medium qualifications and components is published on the YMCA Awards website and recorded on the Qualifications in Wales (QiW) database. Centres receive updates directly through our communications channels.
- Promotion and awareness: YMCA Awards will actively promote the availability of Welsh-medium qualifications in its published materials, website listings, and centre communications. All promotional content will make clear where qualifications are available in Welsh.
- Centre engagement: We undertake annual engagement with centres in Wales to raise awareness of qualifications available in Welsh, assess demand, and identify opportunities to

improve access. This engagement informs product planning and helps ensure provision remains responsive to learner needs.

- Product development and review: Welsh-medium considerations are built into the YMCA Awards product roadmap. During qualification development and review, centres and stakeholders in Wales are engaged to provide feedback on demand, accessibility, and suitability of Welsh-medium provision.
- External Quality Assurance (EQA): EQAs monitor the use of Welsh-medium assessment materials during centre visits and desk-based reviews. They provide feedback on consistency, equivalence with English provision, and learner experience, ensuring standards are upheld.
- Business development engagement: YMCA Awards engages with centres in Wales to understand their needs and to promote the availability of Welsh-medium qualifications.
- Enquiries and requests: Centres and learners can contact YMCA Awards at any stage to request information, raise queries, or express interest in additional qualifications being made available in Welsh. These requests are logged and reviewed as part of ongoing product planning.
- Feedback and concerns: Concerns about access to Welsh-medium qualifications can be raised through YMCA Awards' published feedback and complaints procedures. All feedback is reviewed and acted upon in line with regulatory requirements.
- Certificates: YMCA Awards certificates are currently issued in English only. Learners who complete all or part of their assessment through the medium of Welsh are not disadvantaged, as certification confirms achievement of the qualification in full, regardless of the language of assessment. As Welsh-medium provision expands, YMCA Awards will review the approach to certification to ensure that arrangements continue to meet regulatory requirements and support learner needs in Wales.

Through this integrated approach, YMCA Awards ensures that Welsh-medium provision is not only available, but is actively promoted, facilitated, and supported through product development, centre engagement, quality assurance, certification and customer service.

Publication, review and updates

This Welsh Language Policy is published on the YMCA Awards website and is accessible to all approved centres, learners, and stakeholders. It provides clear information on YMCA Awards' commitment to Welsh-medium provision.

The policy is maintained by the Head of Quality and Assessment (Responsible Officer), who ensures that it remains accurate and aligned with regulatory requirements. It is reviewed as a minimum annually, or sooner if:

- Regulatory requirements change,
- The scope of Welsh-medium provision expands, or
- Feedback from centres, learners, or stakeholders indicates a need for revision.

Any updates to the policy are communicated to centres through established communication channels and reflected in published materials.

Where YMCA Awards makes qualifications available in Welsh, this policy will also be published bilingually (English and Welsh).