

Gwasanaeth Adnoddau/ Resources Service

Uwch Swyddog Gwasanaethau Ategol/
Senior Ancillary Services Manager – Bethan Griffith

PY19

ARIAN CINIO YSGOL YN DDYLEDUS / SCHOOL DINNER MONEY OWING

Ysgol/School: - Dyddiad/Date: -

Annwyl Riant neu Warcheidwad / Dear Parent or Guardian of,

.....

Cawsoch lythyr ar i'ch hysbysu fod swm o yn ddyledus am brydau Ysgol a roddwyd i'r disgybl uchod.

Y swm dyledus hyd yma, gan gynnwys heddiw yw ac mae'n rhaid i mi bwysu arnoch i anfon yr arian yma i'r Pennaeth neu talu ar-lein ar unwaith. Ni roddir prydau pellach i'r disgybl uchod o ddydd Llun nesaf ymlaen hyd oni thelir y swm dyledus. **Os oes gennych ymholiad am y swm sy'n ddyledus yna cysylltwch yn uniongyrchol a'ch ysgol.**

Dylech wneud trefniadau eraill ar gyfer cinio canol-dydd y disgybl yma un ai paratoi pecyn bwyd neu drefnu i'r disgybl ddod adref i ginio.

I advised you by letter on the that the sum of was owing in respect of school dinners provided to the above named pupil/s.

The amount due up to and including today is and I must ask you to send this amount to the Head teacher or pay on-line immediately. **If you have a query regarding the sum owed then please contact your school directly.**

Until payment is made, no further meals will be provided to the pupil(s) named and, as from next Monday you should make alternative arrangements for his/her mid-day meal either provide a packed lunch or arrange for the pupil to return home for lunch.

Yn gywir/Yours sincerley,

Bethan Griffith

Uwch Swyddog Gwasanaethau Ategol/Senior Ancillary Services Officer