

## Addysg/Education

### Gwasanaeth Adnoddau/ Resources Service

Rheolwr Gwasanaethau Ategol/  
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 dalu 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 unai paratoi pecyn bwyd neu drefnu i'r disgybl ddod adref i ginio.

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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 pay this amount 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**  
**Rheolwr Gwasanaethau Ategol/ Ancillary Services Manager**