

Ysgol Brynrefail

Llanrug
Caernarfon
Gwynedd
LL55 4AD



Pennaeth/Headteacher:
Mr Eifion Jones, BSc.

☎ (01286) 672381

☎ (01286) 672066

✉ swyddfa@brynrefail.gwynedd.sch.uk

🌐 www.brynrefail.gwynedd.sch.uk

3.2.14

At Rieni Blwyddyn 9

Annwyl Rieni/Gwarcheidwad,

Gair i'ch atgoffa am y trefniadau i gyfarfod athrawon eich plentyn yn neuadd yr ysgol rhwng 4.00 a 6.00 o'r gloch nos Fawrth, Chwefror 11eg, 2014. Gobeithiwn yn fawr y gallwch fod yn bresennol yn y noson bwysig hon.

Defnyddir trefn apwyntiadau ac fe amgaeir ffurflen i alluogi'ch plentyn i drefnu apwyntiadau i chwi.

Fe fydd Mrs Sian Harris (Cyd-gysylltydd Addysg Gyrfaedd yr Ysgol) a Mr Mathew Thomas (Cynghorydd Gyrfa) ar gael i ymateb i'ch ymholiadau.

Gofynnir i chwi gwblhau'r bonyn isod i gadarnhau eich presenoldeb ar y noson a'i ddychwelyd trwy law eich plentyn erbyn dydd Iau Chwefror 6ed.

To the Parents of Year 9

Dear Parents/Guardian(s),

A word to remind you of the arrangements to meet your child's teachers between 4.00 and 6.00 p.m. on Tuesday, 11th February 2014. We sincerely hope you will be able to attend this important meeting.

An appointments system is in operation and a form is attached to enable your child to organise appointments for you.

Mrs Sian Harris (Careers Education Co-ordinator) and Mr Mathew Thomas (Careers Advisor) will be available to discuss relevant matters with you.

You are kindly requested to complete the slip below to confirm your presence at this meeting and return via your child to the school by Thursday February 6th.

Yn gywir / Yours sincerely,

Ellen A Williams

Ellen A Williams

Pennaeth Mewn Gofal/Acting Headteacher

Byddaf/Ni fyddaf yn bresennol yn y cyfarfod
I will/I will not be attending the parent's evening

Llofnod Rhiant / *Parent's signature*

Enw'r plentyn/ *Name of child*

Dosbarth/ *Class*

YSGOL BRYNREFAIL

CYFARFOD RHIENI / PARENTS' MEETING BL. / YEAR 9

NOS FAWRTH / TUESDAY 11.2.14 (4.00 pm - 6.00 pm)

SYSTEM APWYNTIADAU

1. Bydd cyfrifoldeb trefnu apwyntiadau ar ran eu rhieni ar ysgwyddau'r disgyblion.
2. Mae rhestr o amseroedd apwyntiadau i bob athrawes/athro, ac un i bob disgybl.
Bydd y disgybl yn mynd at bob athrawes/athro ac yn gofyn am apwyntiad.
Bydd yr athrawes/athro yn llenwi ei r(h)estr ei hun a hefyd ffurflen y disgybl a'i llofnodi.
3. Mae'n agored i adrannau mawr rannu'r disgyblion yn grwpiau i bob un aelod o'r tîm os mynnent. Fe fydd hyn yn help i osgoi gwastraffu amser neu orlwytho rhai unigolion.
4. Bydd yr apwyntiad yn parhau am bum munud. Trefnir ar sail y cyntaf i'r felin ac yn y blaen.
5. Cynhelir y cyfarfod yn y Neuadd.

APPOINTMENTS SYSTEM

1. *All pupils will have the responsibility of arranging appointments for their parents with members of staff.*
2. *Each member of staff and pupil will have an appointments list. The pupil will approach each teacher and negotiate a convenient appointment which the teacher will then enter on his/her list and on the pupil's list and then sign it on the right hand side.*
3. *If larger departments wish to share the load and designate a certain number of students to each member of the team, this could alleviate waste of time in some cases and overloading in others.*
4. *The appointments will be allocated in 5 minute blocks and made on a first come first served basis.*
5. *The meeting will be held in the Hall.*

ATHRO/ATHRAWES _____

AMSER	RHIENI
4.00 pm	
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5.00 pm	
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6.00 pm	

DISGYBL / PUPIL _____

AMSER	ATHRO/AWES / TEACHER
4.00 pm	
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5.00 pm	
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6.00 pm	