

YSGOL BRYNREFAIL

CYFARFOD RHIENI / PARENTS' MEETING BL./YEAR 7

NOS FAWRTH / TUESDAY 19.3.12 (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 y 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.*