Medi 2023 *September*

Annwyl riant / ofalwr,

**Cais i drefnu gwyliau yn ystod tymor Ysgol**

**Noder:**

Mae’n well o ran datblygiad ac addysg eich plentyn / plant i chi geisio trefnu eich gwyliau yn ystod gwyliau arferol yr Ysgol - ond mewn rhai amgylchiadau rydym yn deall bod rhai achosion arbennig lle rydych eisiau tynnu eich plentyn / plant allan o’r ysgol ar gyfer gwyliau.

Fel rhiant mae gennych yr hawl i wneud cais am, i fyny at 10 diwrnod mewn blwyddyn Ysgol, o wyliau. Bydd penderfyniad yn cael ei wneud yn seiliedig ar wybodaeth sydd gan yr Ysgol, gan gynnwys presenoldeb blaenorol eich plentyn, a’r effaith gall gymryd gwyliau gael ar ddatblygiad eich plentyn. Bydd pob cais yn cael ei edrych arno yn unigol a bydd y penderfyniad yma’n cael ei gyfathrebu gyda chi trwy lythyr.

*Dear parent / carer,*

***Application to organize holidays during school term***

***Note:***

*It is better in terms of the development and education of your child / children that you try to organize your holidays during the normal School holidays - but in some circumstances we understand that there are some special cases where you want to take your child / children out of school for holidays.*

*As a parent you have the right to apply for, up to 10 days in a School year, of holidays. A decision will be made based on information that the School has, including your child's previous attendance, and the effect that taking holidays can have on your child's development. Every request will be looked at individually and the decision will be communicated to you by letter.*

Enw’r plentyn/plant / *Name of child/ren:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dosbarth / *Class:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dyddiad/au absennol o’r Ysgol / *Absent date/s from school:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rheswm cais am drefnu gwyliau yn ystod tymor Ysgol / *Reason for application to organize holidays during school term:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arwyddwyd / *Signed:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_