**YSGOL GRIFFITH JONES**

Heol yr Orsaf
Sanclêr
Sir Gaerfyrddin
SA33 4BT
**Ffôn/ Phone:** 01994 230589

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St Clears
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**Pennaeth** ***Mr Emyr Davies*** **Headteacher**

***Cyfeiriad e-bost - admin@griffithjones.ysgolccc.cymru- e-mail Address***
***Tudalen Wê yr Ysgol – www.griffithjones.amdro.org.uk – School Web Page***
***Trydar - @YGJ92 - Twitter***

**12/12/22**

Annwyl Riant / Gwarcheidwad

Ysgrifennaf atoch i'ch atgoffa am eich hawl i ofyn am gyfarfod gyda Corff Llywodraethol yr Ysgol. Cafodd y gofyniad hwnnw ei ddileu gan Ddeddf Safonau a Threfniadaeth Ysgolion (Cymru) 2013 (y Ddeddf).
Yn lle hynny, cyflwynwyd trefniadau newydd fel y bo modd i rieni ofyn am hyd at 3 chyfarfod gyda chorff llywodraethu mewn unrhyw flwyddyn ysgol, i drafod materion sy'n peri pryder iddyn nhw.

Os yw rhieni am arfer eu hawliau dan y Ddeddf i gynnal cyfarfod, bydd angen bodloni 4 gofyniad:

1. **Bydd angen i rieni gyflwyno deiseb o blaid cynnal cyfarfod.**
   Bydd angen i rieni o leiaf 30 o ddisgyblion cofrestredig lofnodi'r ddeiseb. Yn achos deiseb ar bapur, rhaid rhoi llofnod ysgrifenedig, yn ogystal ag enw a dosbarth pob plentyn sy'n ddisgybl cofrestredig yn yr ysgol. Os yw'r ddeiseb yn un electronig, bydd angen i riant 'lofnodi' drwy deipio ei enw a bydd rhaid rhoi enw a dosbarth pob plentyn sy'n ddisgybl cofrestredig yn yr ysgol a chyfeiriad e-bost pob rhiant sy'n 'llofnodi'r' ddeiseb electronig.

2. **Rhaid galw'r cyfarfod i drafod materion sy'n effeithio ar yr ysgol.**
   Ni ellir galw cyfarfod i drafod materion fel cynnydd disgyblion unigol, neu er mwyn

Dear Parent / Guardian

I write to remind you of your right to request a meeting with the school's Governing Body. The Schools Standards and Organisation (Wales) Act 2013 (The Act) removed the requirement for school governing bodies to hold an annual meeting with parents. Instead, new arrangements were introduced to enable parents to request up to 3 meetings in any school year with a governing body, on matters which are of concern to them.

If parents wish to use their rights under the Act to hold a meeting, 4 conditions will need to be satisfied:

1. **Parents will need to raise a petition in support of holding a meeting.**
   The parents of at least 30 registered pupils will need to sign the petition. If it is a paper petition, then a written signature must be given as well as the name and class of each child who is a registered pupil at the school. If the petition is in electronic format, the 'signature' required is the typed name of the parent plus the name and class of each child who is a registered pupil at the school and the email address of each parent who 'signs' the electronic petition.

2. **The meeting must be called to discuss matters which affect the school**
   The meeting cannot be called to discuss such matters as the progress of individual pupils,

gwneud cwyn yn erbyn aelod o staff yr ysgol neu aelod o'r corff llywodraethu. Dylai'r ddeiseb gynnwys manylion cryno am y mater(ion) i'w trafod, a'r rhesymau dros alw'r cyfarfod. Dylid dangos yr wybodaeth honno'n glir ar frig y ddeiseb, a dylai'r rhieni lofnodi oddi tani.

or to make a complaint against a member of the school's staff or governing body. The petition should contain brief details of the matter(s) to be discussed, and the reasons for calling the meeting. This information should be clearly displayed at the top of the petition, with parents' signatures appearing below.

3. **Ceir cynnal uchafswm o 3 chyfarfod yn ystod y flwyddyn ysgol**
   Mae'r gyfraith yn caniatáu i rieni arfer eu hawliau i ofyn am hyd at 3 chyfarfod gyda chorff llywodraethu ysgol yn ystod y flwyddyn ysgol.

3. **A maximum of 3 meetings can be held during the school year**
   The law allows parents to use their rights to request up to 3 meetings with a school governing body during the school year.

4. **Rhaid bod o leiaf 25 o ddiwrnodau ysgol ar ôl yn y flwyddyn ysgol**
   Mae'n amod dan y gyfraith fod o leiaf 25 o ddiwrnodau ysgol ar ôl yn y flwyddyn ysgol pan fo'r ddeiseb yn dod i law, a hynny fel y bo modd cynnal y cyfarfod.
   Ystyr "diwrnod ysgol" yw diwrnod pan fo'r ysgol yn agored i ddisgyblion: nid yw'n cynnwys penwythnosau, gwyliau cyhoeddus, gwyliau ysgol na diwrnodau Hyfforddiant mewn Swydd (HMS).

4. **There must be at least 25 school days left in the school year**
   The law makes it a condition that at least 25 school days are left in the school year when the petition is received so that the meeting can be held.
   A "school day" means a day when the school is open to pupils: it does not include weekends, public holidays, school holidays or INSET days.

Dyma'r cyfeiriad ar gyfer cyflwyno deiseb yn gofyn am gyfarfod gyda chorff llywodraethu'r ysgol:

Cadeirydd y Corff Llywodraethol
d/o Ysgol Griffith Jones
neu'n electronig –
admin@griffithjones.ysgolccc.cymru

The address for service of a petition requesting a meeting with this school's governing body is:

Chair of the Governing Body
c/o Ysgol Griffith Jones
or electronically -
admin@griffithjones.ysgolccc.cymru

Mae rhagor o wybodaeth i'w gweld ar wefan Llywodraeth Cymru ynghylch sut gall rhieni fynd ati i ofyn am gyfarfod gyda chorff llywodraethu: https://llyw.cymru/cyfarfod-rhieni-canllawiau-ar-gyfer-cyrff-llywodraethu

Further advice on how parents may to go about requesting a meeting with a governing body is available on the Welsh Government's website at: https://gov.wales/parent-meetings-guidance-governing-bodies

Yn ddiffuant / Yours sincerely

Emyr Davies
Pennaeth / Headteacher

Ysgolion Iach Sir Gaerfyrddin
Carmarthenshire's Healthy Schools Scheme