



Ysgol Gyfun Garth Olwg

Prifathro / Headteacher
Mr. Trystan Edwards BSc., C.P.C.P.

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15.03.18

Annwyl Riant / Gwarchodwr / *Dear Parent / Carer*

Taliadau i'r Ysgol / School Payments

Oherwydd amgylchiadau tu hwnt i'n rheolaeth mewn perthynas â'r Gorchymyn Banc Ysgol, nid ydym wedi gallu bancio unrhyw sieciau am dros gyfnod o fis. Mae'r banc yn ymwybodol o'r broblem a bydd y mater wedi'i ddatrys cyn hir. Mae Banc Barclays wedi cymryd cyfrifoldeb llwyr am y camgymeriad hwn ac rydym fel ysgol wedi derbyn ymddiheuriad diffuant. Ymddiheurwn am unrhyw anghyfleustra mae hwn yn achosi i chi, a hoffwn eich hysbysu mae'n bosibl ni fydd yn bosib i ni fancio unrhyw sieciau am o leiaf 3 wythnos. Cymerwn y cyfle i ddiolch i chi am eich amynedd ac am eich cydweithrediad parhaus.

Due to circumstances beyond our control in relation to our School Bank Mandate, we have been unable to bank any cheques for over a month. I am pleased to be able to reassure you that Barclays Bank has taken full responsibility for the issue and have issued a sincere apology to the school, and that matters should be resolved shortly. We do, of course, apologise unreservedly for any inconvenience which may arise. Please be advised that it could be a further 3 weeks before we are in a position to be able to bank any cheques. Many thanks for your patience and continued co-operation and understanding.

Yn gywir

Mr Trystan Edwards
Prifathro / Headteacher

Miss Sarah Dunkerton
Rheolwr Cyllid / Finance Manager