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| **Pennaeth y Gwasanaethau Dysgu – Mr Matthew Brown****Rheolwr y Gwasanaeth Cerdd – Mr Geraint Evans****GWASANAETH CERDD****CEREDIGION****CYNLLUN BENTHYG OFFERYNNAU****GYDAG YSWIRIANT****Gwasanaeth Cerdd Ceredigion****Canolfan Rheidol****Rhodfa Padarn****Llanbadarn Fawr****ABERYSTWYTH****SY23 3UE****01970 633 614** |

**CYNLLUN BENTHYG OFFERYNNAU GYDAG YSWIRIANT**

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Mae'r Cynllun Benthyg Offerynnau wedi’i gynllunio i helpu plant ifainc ddarganfod cerddoriaeth. Mae Gwasanaeth Cerdd Ceredigion, drwy'r cynllun hwn, yn benthyg offeryn cerdd cyntaf i blentyn am bris o £12.50-£22.50 i dalu am yswiriant. Trwy ddarparu hyfforddiant a benthyg offeryn, mae’r ALl (Awdurdod Lleol) yn cychwyn ar bartneriaeth gyda chi. Felly, cofiwch ddarllen amodau’r bartneriaeth hon a nodir isod:

1. Byddwch yn cynorthwyo ac yn annog eich plentyn i ymarfer bob dydd. Mae ymarfer yn rheolaidd am 15-20 munud bob dydd yn llawr gwell nag ymarfer am un awr unwaith yr wythnos.
2. Byddwch yn prynu yswiriant ar gyfer colli neu gost unrhyw atgyweiriadau gyda’r polisi bloc a drefnwyd gan y Gwasanaeth drwy Gyngor Sir Ceredigion.
3. Byddwch yn gyfrifol am y gost o gynnal a chadw’r offeryn, prynu llinynnau, cyrs, ayyb pan fo angen. Bydd athro/athrawes offerynnol eich plentyn yn eich cynghori ynglŷn â ble i fynd am offer ac atgyweiriadau.
4. Byddwch yn gyfrifol am bwrcasu unrhyw lyfrau cerddoriaeth sydd eu hangen ar eich plentyn.
5. Byddwch yn sicrhau bod eich plentyn yn mynychu gwersi offerynnol yr athrawon peripatetig yn rheolaidd.
6. Gobeithio fydd eich plentyn yn gallu mynychu ymarferion y gwahanol grwpiau offerynnol a ddarperir gan ysgolion a Gwasanaeth Cerdd y Sir – cyhoeddir manylion am ensembles Gwasanaeth Cerdd o fewn adran ymarfer y llyfryn hwn.
7. Byddwch, ar ôl cyfnod cychwynnol o hyfforddiant (fel arfer hyd at 12 mis), yn rhyddhau’r offerynnau a fenthyciwyd fel y gellid eu hailddosbarthu, ac yn pwrcasu offeryn ar gyfer eich plentyn. Mae gan yr ALl ei Gynllun Cynorthwyol ei hun ar gyfer Pwrcasu Offerynnau i’ch helpu yn hyn o beth, ac mae gwerthwyr cerdd hefyd yn cynnig cynlluniau rhentu a hurbwrcasu sy’n hynod o gystadleuol. Unwaith eto, bydd yr athrawon offerynnol yn fwy na pharod i’ch cynghori ynglŷn â’r opsiwn gorau. Mae manylion am y Cynllun Prynu Offerynnau â Chymorth ar gael o fewn y llyfryn hwn.
8. Yr atgyweiriwyr awdurdodedig ar gyfer llinynnau yw:
	1. Jim Goodband – 01970 871 424
	2. Julian Emery – 01970 880 526
	3. Christian Savage – 01239 710 036
9. Yr atgyweiriwyr awdurdodedig ar gyfer offerynnau chwyth yw:
	1. Roger Price – 01691 774 350
	2. Nicholas Taylor – 01974 251 673
10. Os bydd angen ichi gyflwyno hawliad ar y Polisi hwn, cysylltwch ag athro/athrawes offerynnol eich plentyn.

Mae’r ffurflen ofynnol i’w gweld ar wefan Gwasanaeth Cerdd Ceredigion [**www.gwasanaethcerddceredigion.org.uk**](http://www.gwasanaethcerddceredigion.org.uk)**,** neu geir drwy athro eich plentyn.

Unwaith yr ydych wedi cwblhau’r ffurflen, yn ddangos eich parodrwydd i dderbyn anfoneb oddi wrth Cyngor Sir Ceredigion ar gyfer y premiwm a nodir ac yna dychwelwch y ffurflen at athro offerynnol eich plentyn. Ar ôl derbyn y ffurflen wedi ei chwblhau, bydd yr athro/athrawes yn rhoi yr offeryn i’ch plentyn.

Gweler drosodd am fwy o gwybodaeth ar yr **Polisi Pob Risg Ar Gyfer Offerynnau Cerdd.**

**POLISI POB RISG AR GYFER OFFERYNNAU CERDD**

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**CYFRADDAU PREMIWM AM 2016 – 2017**

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| **Offerynnau Llinynnol** | **Offerynnau Chwyth** | **Offerynnau Pres** |
| Ffidl | £12.50 | Ffliwt | £14.50 | Trwmped / Corned | £12.50 |
| Fiola | £12.50 | Clarinét | £14.50 | Corn Tenor | £14.50 |
| Sielo | £15.50 | Obo | £20.50 | Corn Ffrengig | £17.00 |
| Bas Dwbl | £20.50 | Sacsoffon Alto | £18.50 | Trombôn | £14.50 |
|  |  | Sacsoffon Tenor | £18.50 | 3v Ewffoniwm / Bariton | £18.50 |
|  |  | Sacsoffon Bariton | £22.50 | 3v Tiwba | £18.50 |
|  |  | Basŵn Bach | £17.00 | 4v Ewffoniwm | £22.50 |
|  |  | Basŵn | £22.50 | 4v Tiwba | £22.50 |

**DIM TÂL DROS BEN**

**YSWIRIANT**

Bydd y Cyngor yn ad-dalu’r gost o atgyweirio neu brynu offeryn newydd hyd at werth y swm a yswirir ac a nodwyd ar y rhestr offer. Gwneir hyn os ceir lladrad (ac os defnyddir mynediad trwy rym neu beidio), colled, rihyrsal gartref, neu ar daith. Mewn achosion o ladrad, colled neu ddifrod maleisus, mae’n **rhaid** hysbysu’r Heddlu ar unwaith.

**CYFYNGIAD AR ATEBOLRWYDD**

Ar gyfer pob colled, dinistr neu difrod a geir yn ystod unrhyw gyfnod unigol o’r yswiriant, bydd y Cyngor yn rhwymedig i dalu costau atgyweirio neu brynu eitem newydd am swm nad yw’n fwy na’r hyn a yswiriwyd ar gyfer yr eitem honno ar y rhestr.

**EITHRIADAU**

Ni ddarperir yswiriant am golled, dinistr neu ddifrod a achosir gan neu sy’n digwydd drwy:

1. Fermin, pryfed, llwydni, traul a gwisgo, dibrisiad neu ddirywiad neu unrhyw broses atgyweirio, adfer neu adnewyddu, e.e. llinynnau toredig, newid corsen, ailrawnio bwa;
2. Beidio â chymryd gofal a rhagofalon rhesymol i ddiogelu’r offeryn.

**NODIADAU**

Cyfyngir ar brynu eitemau newydd ddim ond gan y swm yswiriedig a nodwyd ar y rhestr. Byddir ond yn talu am gostau atgyweirio neu brynu eitem newydd pan fo’r haliad yn cynnwys amcangyfrif neu gadarnhad na ellir atgyweirio’r eitem gan un o’n hatgyweiriwyr awdurdodedig.

Bydd yr yswiriant yn weithredol o ddyddiad derbyn yr hysbysiad. Cyfrifir y premiwm ar sail flynyddol.

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**Os carech ragor o wybodaeth, mae croeso ichi gysylltu â Mr Geraint Evans o’r Adran Gerdd ar 01970 633 614, neu drwy anfon e-bost at** **gwasanaeth.cerdd@ceredigion.gov.uk****.**

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| **GWASANAETH CERDD CEREDIGION****CYNLLUN BENTHYG OFFERYNNAU GYDAG YSWIRIANT** |
| Cwblhewch a dychwelwch y ffurflen hon (**mewn llythrennau bras**)at athro/athrawes offerynnol eich plentyn yn nodi eich cytundeb i dderbyn anfoneb ganGyngor Sir Ceredigion am y premiwm yswiriant sydd ei angen. |
| **I’w Gwblhau gan yr Athro/Athrawes:** |
| Enw’r Athro/Athrawes: |  |
| Enw’r Disgybl: |  |
| Ysgol: |  |
| Offeryn: |  |
| Gwneuthurwyr yr Offeryn: |  |
| Rhif Cyfresol: |  |
| Rhif Cas: |  |
| Cod Bar |  |
| Y Gost o Brynu Offeryn Newydd: | **£** |
| Y Premiwm Yswiriant: | **£** |
| (Yn Erbyn Pob Risg) |  |
| **I’w Gwblhau Gan Riant/Gwarcheidwad:** |
| Rwy’n ymwybodol fod fy mhlentyn wedi benthyg yr offeryn cerddorol uchod oddi wrthCyngor Sir Ceredigion. Cadarnhaf fy mod wedi darllen y llythyr sy’n amlinelluAmodau’r benthyciad, ac fy mod yn cytuno i gydymffurfio â’r amodau hynny.Cytunaf y gall Cyngor Sir Ceredigion godi anfoneb ar gyfer y premiwm uchod. |
| **Llofnod y Riant/Gwarcheidwad:** |  |
|  |  |
| Enw’r Riant/Gwarcheidwad: |  |
| Dyddiad: |  |
| Cyfeiriad: |  |
|  |  |
| Cod Post: |  |
| Rhif Ffôn: |  |
| E-bost: |  |
|  | **Anfonir pob gohebiaeth ar e-bost yn y dyfodol os na ddynodir isod** |
| **Dylid dychwelyd y ffurflen hon at athro/athrawes eich plentyn** |
| **Head of Learning Services – Mr Matthew Brown****Music Service Manager – Mr Geraint Evans****CEREDIGION****MUSIC SERVICE****INSTRUMENT LOAN SCHEME****WITH INSURANCE****Ceredigion Music Service****Canolfan Rheidol****Rhodfa Padarn****Llanbadarn Fawr****ABERYSTWYTH****SY23 3UE****01970 633 614** |

**INSTRUMENT LOAN SCHEME WITH INSURANCE**

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The Instrument Loan Scheme is designed to help young children discover music. Ceredigion Music Service, through this scheme, loans a child their first musical instrument for a nominal charge of £12.50-£22.50 to cover insurance. By providing tuition and the loan of an instrument, the LA (Local Authority) is entering into a partnership with you. Therefore, please see below the conditions of this partnership:

1. That you help and encourage your child to practice on a daily basis. Regular practice of 15-20 minutes each day is far better than an hour’s practice once a week.
2. That you take out insurance to cover the loss of the instrument or the cost of any major repairs with the block policy arranged by the Service through Ceredigion County Council.
3. That you are responsible for the cost of upkeep and repair of the instrument, buying strings, reeds, etc. when required. Your child’s instrumental teacher will advise you as to where to go for equipment and repairs.
4. That you are responsible for purchasing any sheet music required by your child.
5. That you ensure that your child regularly attends the peripatetic instrumental lesson.
6. It is hoped that your child will be able to attend rehearsals of the various instrumental groups which are provided by schools and Ceredigion Music Service – details to be found within rehearsal section of this brochure.
7. That, after the initial period of tuition (normally a maximum of 12 months), you release the loaned instrument for re-circulation, and purchase an instrument with your child. The LA has its own Assisted Instrument Purchase Scheme to help you with this, and music dealers also offer extremely competitive rental and hire purchase schemes. The instrumental teacher will, again, be more than prepared to advise you regarding the best option to take. Details of the Assisted Instrument Purchase Scheme can be found within this brochure.
8. The authorised repairers for String instruments are:
	1. Jim Goodband – 01970 871 424
	2. Julian Emery – 01970 880 526
	3. Christian Savage – 01239 710 036
9. The authorised repairers for Wind instruments are:
	1. Roger Price – 01691 774 350
	2. Nicholas Taylor – 01974 251 673
10. If you should need to make a claim on this Policy, please contact your child’s instrumental teacher.

The required form can be found on the Ceredigion Music Service website: [**www.ceredigionmusicservice.org.uk**](http://www.ceredigionmusicservice.org.uk)or acquired through your child’s instrumental teacher.

Once the required form has been completed, indicating that you agree to be invoiced by Ceredigion County Council for the premium stated, please return the form to your child’s instrumental teacher. Upon receiving the completed form, your child’s instrumental teaching will provide the instrument.

Please see overleaf for more information on the **Musical Instrument All Risk Policy**.

**MUSICAL INSTRUMENT ALL RISK POLICY**

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**PREMIUM RATES FOR 2016 – 2017**

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| **String Instruments** | **Woodwind Instruments** | **Brass Instruments** |
| Violin | £12.50 | Flute | £14.50 | Trumpet / Cornet | £12.50 |
| Viola | £12.50 | Clarinet | £14.50 | Tenor Horn | £14.50 |
| Cello | £15.50 | Oboe | £20.50 | French Horn | £17.00 |
| Double Bass | £20.50 | Alto Sax | £18.50 | Trombone | £14.50 |
|  |  | Tenor Sax | £18.50 | 3v Euphonium /Baritone | £18.50 |
|  |  | Baritone Sax | £22.50 | 3v Tuba | £18.50 |
|  |  | Mini Bassoon | £17.00 | 4v Euphonium | £22.50 |
|  |  | Bassoon | £22.50 | 4v Tuba | £22.50 |

**NO EXCESS PAYABLE**

**COVER**

The Council will reimburse the cost of repair or replacement up to the value of the sum insured stated on the schedule of equipment. This is in respect of theft (irrespective of forcible entry being used), loss, malicious damage or accidental damages caused to items insured whilst within the school, in rehearsal, at home or in transit. In cases of theft, loss or malicious damage, the Police **must** be informed immediately.

**LIMIT OF LIABILITY**

For all loss, destruction or damage arising during any one period of insurance, the Council’s liability will be the cost of repairs or replacement, which shall not exceed the individual sum insured, set against that item on the schedule.

**EXCEPTIONS**

Cover not provided for loss, destruction or damaged caused by or happening through:

1. Vermin, insects, mildew, wear and tear, deprecation or deterioration or any process of repairing, restoring or renovating, e.g. broken strings, reed replacement, bow rehairing;
2. Not exercising reasonable care and precautions to safeguard the security of the instrument.

**NOTES**

The replacement of any item is only limited by the sum insured stated on the schedule. Cost of repairs or replacement will only be made where an estimate or confirmation that the item cannot be repaired from one of our authorised repairers accompanies the claim.

Cover will commence from the date that notification is received. Premium calculated annually.

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**If you require any further information, please do not hesitate to contact Mr Geraint Evans of Ceredigion Music Service on 01970 633 614, or by e-mailing** **gwasanaeth.cerdd@ceredigion.gov.uk****.**

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| **CEREDIGION MUSIC SERVICE****INSTRUMENT LOAN SCHEME WITH INSURANCE** |
| Please complete and return this form (**IN CAPITAL LETTERS**)to your child’s instrumental teacher, stating your agreement to be invoiced byCeredigion County Council for the required insurance premium. |
| **To be Completed by Teacher:** |
| Name of Teacher: |  |
| Pupil’s Name: |  |
| School: |  |
| Instrument: |  |
| Make of Instrument: |  |
| Serial Number: |  |
| Case Number: |  |
| Barcode: |  |
| Replacement Value of Instrument: | **£** |
| Insurance Premium: | **£** |
| (Against All Risks) |  |
| **To be Completed by Parent/Guardian:** |
| I am aware that my child has the above musical instrument on loan fromCeredigion County Council. I confirm that I have read the letter outliningthe conditions of the loan, and agree to these conditions.I agree for Ceredigion County Council to invoice me for the premium stated above. |
| **Parent/Guardian’s signature:** |  |
|  |  |
| Name of Parent/Guardian: |  |
| Date: |  |
| Address: |  |
|  |  |
| Post Code: |  |
| Phone Number: |  |
| Email: |  |
| **All future correspondence will be sent via e-mail unless noted below** |
| **Please return this form to your child’s teacher** |