**EMPLOYMENT OF CHILDREN APPLICATION**

Children & Young Persons Act 1933 S.18

As amended by Children & Young Persons Act 1963, Education Act 1996

The Children (Protection at Work Regulations) Regulations 2000

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| **This section must be completed by parent/guardian** | Full name of child: DoB: |
|  | Address: |
|  | Has the child been previously employed? Yes/No |
|  | Current school: |
|  | Name and address of GP: |
|  | Contact Number:E-mail: |
|  | Parent/Guardian declaration:* I consent to referred employment and have no reason to believe that it will jeopardise my child’s health, welfare or ability to attend school.
* I confirm that the information on this application is correct, and the employer has provided me with details of the risk assessment.
* I confirm my child is fit to undertake the employment specified.

**As part of the application process it must be clear that any proposed part-time work will not have a detrimental effect on the child’s education. Therefore, we undertake an attendance check as standard on all applicants. Please be aware that the local authority will make contact with the child’s school if their attendance is below 90%. This is to determine whether an agreement can be reached between the licensing authority, parent and school as to whether the permit should be issued in the best interests of the child.** |
|  | Name of Parent/Guardian (printed):Signed by Parent/Guardian: Date:Name of child:Signed by child: |
| **This section must be completed by proposed employer** | PROPOSED EMPLOYERName of employer:Nature of employer: |
|  | Address: |
|  | Contact number:E-mail: |
|  | Employers liability insurance number:Date of expiry: |
|  | Nature of employment for proposed child:Childs start date: |
| Employer’s declaration:**I have carried out a risk assessment as laid down in the Management of Health and Safety at Work Regulations 1992, as amended by the Health and Safety (Young Persons) Regulations 1997 and informed the parents/legal guardian of the outcome.**Date of application:Employer’s name (printed):Employer’s signature: |

**Hours of employment**

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| --- | --- |
| **School Term** - between 7am and 7pm, all ages (12hrs max) per week | **School Holidays –** between 7am and 7pm, ages 13/14 (25hrs max) and 15/16 (35 hrs max) per week |
| **Hrs From To** | **Hrs From To** |
| **Mon** |  |  | **Mon** |  |  |
| **Tue** |  |  | **Tue** |  |  |
| **Wed** |  |  | **Wed** |  |  |
| **Thu** |  |  | **Thu** |  |  |
| **Fri** |  |  | **Fri** |  |  |
| **Sat** |  |  | **Sat** |  |  |
| **Sun** |  |  | **Sun** |  |  |

\*\* A child who works for 4 hours must have a break of at least 1 hour.

**Please return completed form with a completed Risk Assessment form and 2 passport sized photos to:**

Education Inclusion Service, Canolfan Rheidol, Rhodfa Padarn, Llanbadarn Fawr, Aberystwyth, SY23 3UE. Telephone: 01545 570881.

**Prohibited employment for all children of compulsory school age**

No child of any age may be employed

* On any day that he or she is absent from school by reason of ill-health
* In cinema, theatre, discotheque, dance hall or night club, except in connection with a performance given entirely by children.
* To sell or serve alcohol, except in sealed containers
* To deliver milk
* To deliver fuel oils
* In a commercial kitchen
* To collect or sort refuse
* In any work which is more than three meters above ground level or, in the case of internal work, more than three meters above floor level.
* In employment involving harmful exposure to physical, biological or chemical agents.
* To collect payment or to sell or canvas door to door.
* In work involving exposure to adult materials or in situations which are for this reason unsuitable for children
* In telephone sales
* In slaughterhouse or in that part of any butcher’s shop or other premises connected with the killing of livestock, butchery, or preparation of carcasses or meat for sale.
* As an attendant or assistant in a fairground or amusements arcade or in any other premises used for the purpose of public amusement by means of automatic machines, games of chance or skills or similar devices.
* In personal care of residents of any residential care home or nursing home.

**Permitted employment of children aged 14 or over**

A child aged 14 or over may be employed only in light work

**Permitted employment of children aged 13**

A child aged 13 may **not** be employed except in light work in one or more of the following specified categories:

* Agricultural or horticultural
* Delivery of newspapers, journals and other printed materials
* Shop work, including Shelf-Stacking
* Hairdressing Salons
* Office work
* In Café or restaurant
* In riding Stables and boarding Kennels/Cattery

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| **PERMITTED HOURS OF EMPLOYMENT**Employment may only take place between 7am and 7pm |
| **ALL AGES**Mondays to Saturdays – not before 7am or after 7pmSundays – 2 hours only - not before 7am or after 7pmSchool days – 1 hour before school and 1 hour after school or 2 hours after school |
| **13-15 YEARS**Saturdays and other school holidays – 5 hours maximum dailyNot more than 25 hours per week. |
| **15 YEARS PLUS**Saturdays and other school holidays – 8 hours maximum dailyNot more than 35 hours per week |
| No child shall be employed for more than 4 without at least a 1 hour break of rest and recreation.Every child must have at least 2 weeks’ consecutive holiday per year**MAXIMUM 0F 12 HOURS WORK IN ANY ONE WEEK DURING TERM TIME** |