

EMPLOYMENT OF CHILDREN APPLICATION**MINIMUM AGE FOR EMPLOYMENT – 13 YEARS**

Children & Young Persons Act 1933 S.18
 As amended by Children & Young Persons Act 1963, Education Act 1996
 The Children (Protection at Work Regulations 1998 & Cardiff Council Byelaws 1998
 The Children (Protection at Work Regulations) Regulations 2000

**Parent or
 Legal guardian
 Must complete
 This section**

Full Name of Child:	D.O.B
Address:	
Has the child been previously employed?	
*Current School:	
Contact Number:	_____
Email:	_____
Name of Parent/Guardian	(PRINTED) _____
Signed by Parent/ Guardian	_____ Date: _____
PROPOSED EMPLOYER:	
Name of Employer	
Nature of Employer's Business:	
Address:	
Contact Number:	_____
Email:	_____
Nature of Employment for proposed child:	
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 Name (PRINTED)	_____ Signed: _____
Child's Name (PRINTED)	_____ Signed: _____
Child's comments:	

**Employer
 Must
 Complete
 This section**

***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.**

HOURS OF EMPLOYMENT REQUESTED

School Term														
	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
	From	To	From	To	From	To	From	To	From	To	From	To	From	To
AM														
PM														

School Holidays														
	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
	From	To	From	To	From	To	From	To	From	To	From	To	From	To
AM														
PM														

Please include passport style photograph of the young person and supporting risk assessment

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

Email: education.business@newport.gov.uk

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg

PERMITTED HOURS OF EMPLOYMENT

Employment may only take place between 7am and 7pm

ALL AGES

Mondays to Saturdays – not before 7am or after 7pm

Sundays – 2 hours only - not before 7am or after 11am

School 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 daily

Not more than 25 hours per week.

15 YEARS PLUS

Saturdays and other school holidays – 8 hours maximum daily

Not 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 OF 12 HOURS WORK IN ANY ONE WEEK DURING TERM TIME