

For Office Use:

**APPLICATION NO:** ..... **PERMIT ISSUED:** .....

# APPLICATION FOR A CHILD EMPLOYMENT PERMIT

**MINIMUM AGE FOR EMPLOYMENT – 13 YEARS**

## PART 1 (to be completed by the Employer)

Child's Full Name:			
Date of Birth:			
Name, Address and Postcode of Employer:			
Nature of Business:			
Job Start Date:		Job Role:	

## HOURS TO BE WORKED

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

## DECLARATION

I (the Employer) confirm that I have carried out a risk assessment regarding the work to be undertaken by the young person prior to commencement and have notified the child's parent of any risks associated with the work; I am also aware that I should ensure that appropriate insurance cover is in place. Please tick

I hereby declare that to the best of my knowledge, the above information is true. I understand that I would be liable to prosecution if I wilfully stated in this application anything which I knew to be false or did not believe to be true, or If I employed the child in breach of any Enactment, Regulation or Byelaw relating to the employment of children of compulsory school age.

Name of Employer:			
Contact Number:		Email Address:	
Signed:			Date:

See Page 3 for guidance on permissible types of employment and hours

**PART 2 (to be completed by Parent/Carer)**

Child's Full Name:			
Date of Birth:		Year Group:	
Home Address (including Postcode)			
School:			

**MEDICAL QUESTIONNAIRE**

Does your child suffer from any of the following (please tick as appropriate)

	Yes	No
Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	<input type="checkbox"/>
Asthma	<input type="checkbox"/>	<input type="checkbox"/>
Heart Disease	<input type="checkbox"/>	<input type="checkbox"/>
Does your child have any other known health problems?	<input type="checkbox"/>	<input type="checkbox"/>

If yes please give details:

**Declaration to be signed by the Parent/Carer**

*I support this application for a Child Employment Permit in respect of the above named child. I certify that to the best of my knowledge that the details are correct. I understand that I would be liable to prosecution if I wilfully stated in it anything which I knew to be false or did not believe to be true, or it led to the employment of my child in breach of any Enactment, Regulation or Byelaw relating to the employment of children.*

Name of Parent/Carer			
Contact Number <i>(for queries relating to application only)</i>		Relationship to Child	
Email Address:			
Signed		Dated	

Once the Part 2 has been completed please return to Employer. The Employer will then send the complete application form to RMBC for processing.

## Prohibited Employment

No child of any age may be employed:

- In a cinema, theatre, discotheque, dance hall or night club, except in connection with a performance given entirely by children.
- To sell or deliver alcohol, except in sealed containers.
- To deliver fuel oils.
- To deliver milk.
- In a commercial kitchen.
- To collect or sort refuse.
- In any work which is more than three metres above ground level or, in the case of internal work, more than three metres above floor level.
- In employment involving harmful exposure to physical, biological or chemical agents.
- To collect money or to sell or canvass door to door.
- To work involving exposure to adult material or in situations which are for this reason otherwise unsuitable for children.
- In telephone sales.
- In any slaughterhouse or in that part of any butcher's shop or other premises connected with the killing of livestock, butchery or the preparation of carcasses or meat for sale.
- As an attendant or assistant in a fairground or amusement arcade or in any other premises used for the purposes of public amusement by means of automatic machines, games of chance or skills or similar devices.
- In the personal care of residents or any 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 work
- 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

<b>HOURS PERMISSIBLE</b>
<b><u>SCHOOL DAYS</u></b> 1 hour between 07:00 and 08:30 1 hour between end of school and 19:00 <b><u>OR</u></b> 2 hours between end of school and 19:00
<b><u>SATURDAY/SCHOOL HOLIDAYS</u></b> <b>Between 13 &amp; 14 year old:</b> No more than 5 hours between 07:00 and 19:00 to a maximum of 25 per week during school holidays.  <b>Between 15 and official school leaving date in Year 11 (which is the last Friday in June) even if pupils is 16 before then:</b> No more than 8 hours between 07:00 and 19:00 to a maximum of 35 hours per week during schools holidays.
<b><u>SUNDAYS</u></b> No more than 2 hours between 07:00 and 19:00 No child shall be employed for more than 4 hours without at least a 1 hour break for rest and recreation. Every child must have at least 2 weeks' consecutive holiday per year.
<b>MAXIMUM OF 12 HOURS IN ANY ONE WEEK DURING TERM TIME</b>