

Your child wants a part time job?

Student Employment Regulations

You must stay in some form of education or training until your 18th birthday if you were born on or after 1 September 1997.

Your options are:

- full-time education - e.g. at a school or college
- an apprenticeship or traineeship
- part-time education or training - as well as being employed, self-employed or volunteering for 20 hours or more a week

Restrictions on child employment

There are several restrictions on when and where children are allowed to work.

Children are not allowed to work:

- without an employment permit issued by the education department of the local council, if this is required by local bylaws
- in places like a factory or industrial site
- during school hours
- before 7am or after 7pm
- for more than one hour before school (unless local bylaws allow it)
- for more than 4 hours without taking a break of at least 1 hour
- in most jobs in pubs and betting shops and those prohibited in local bylaws
- in any work that may be harmful to their health, well-being or education
- without having a 2-week break from any work during the school holidays in each calendar year

There are also special rules which only apply during term times and school holiday times.

Term time rules

During term time children can only work a maximum of 12 hours a week. This includes:

- a maximum of 2 hours on school days and Sundays
- a maximum of 5 hours on Saturdays for 13 to 14-year-olds, or 8 hours for 15 to 16-year-olds

School holiday rules

During school holidays 13 to 14-year-olds are only allowed to work a maximum of 25 hours a week. This includes:

- a maximum of 5 hours on weekdays and Saturdays
- a maximum of 2 hours on Sunday

During school holidays 15 to 16-year-olds can only work a maximum of 35 hours a week. This includes:

- a maximum of 8 hours on weekdays and Saturdays
- a maximum of 2 hours on Sunday

Children and young people under school leaving age (England and Wales only)

There are strict limits to the hours children and young people under school leaving age (see under heading General rules on employment) are allowed to work. You must not work:-

- during school hours on any school day
- for more than two hours on any school day or for more than 12 hours in any week in which you are required to go to school
- for more than two hours on a Sunday
- for more than eight hours (five hours if you are under 15) on any day which is not a school day or a Sunday
- before 7am or after 7pm
- for more than 35 hours (25 if you are under the age of 15) in any week in which you are not required to go to school
- for more than four hours in any day without a break of one hour
- at any time, if during the 12 months beginning 1 January, working means that you have not had two uninterrupted weeks of holiday from school.

Employment Rules and Legislation

Child Employment

Whenever a child starts a new employment, the child's parent or a carer and the prospective employer are both responsible for making sure that an application form and risk assessment are completed. You can obtain the form from the employer, the child's school or from the Education Welfare Service.

Applying for an Employment Permit

The local Education Authority responsible for issuing Employment Permits is dependent upon where the employment takes place and not where the employer's head office is or where the child lives.

If a child is working in another area, for instance Leicestershire or Bedfordshire, the employer needs to apply to that local education authority for an employment permit.

Employers Liability Insurance may be invalidated if the child is not registered. The employer may be fined if he/she does not register children.

An Employment permit can be refused or revoked if the employment is likely to be harmful to the child's education, safety, health or development.

Regulations of Employment

No child may be employed under the age of 13.

- Children cannot work before 7.00am or after 7.00pm, including Saturday and Sunday.
- Children cannot work during school hours in term time.

13 to 14 year olds

- No more than 12 hours per week.
- On Saturday: no more than 5 hours (this must include a 1 hour break).
- On Sunday: no more than 2 hours.
- No more than 25 hours total per week during school holidays.
- No more than 5 hours per day (including a 1 hour break after working 4 hours).

15 to 16 year olds

No more than 12 hours per week.

- On Saturday: no more than 8 hours (including a 1 hour break after working for 4 hours).
- On Sunday: no more than 2 hours.
- No more than 35 hours total per week during school holidays.
- No more than 8 hours per day (including a 1 hour break after working 4 hours).

Children over 16

National Insurance Cards are issued to all children prior to their 16th birthday. However, because they are of compulsory school age, they still need a work permit and the same regulations apply as to other children.

There is only ONE school leaving date (last Friday June each year). This is referred to as the Compulsory School Leaving Age in the UK (year 11 in Northamptonshire).

Prohibited Employment

- In a cinema, theatre, disco, dance hall, nightclub, except if you have a Performance Licence.
- To sell or deliver alcohol.
- To deliver milk.
- To deliver fuel oils.
- In a commercial kitchen.
- To collect or sort refuse.
- Any work more than 3 metres above ground/floor.
- Harmful exposure to physical, biological or chemical agents.
- To collect money or to sell/canvass door to door.
- Exposure to adult material/situations unsuitable to children.
- Telephone sales.
- Slaughterhouse, any part of a butcher's shop or other premises connected with the killing of livestock, butchery and preparation of carcasses or meat for sale.
- Attendant/assistant in a fairground amusement arcade or any other premises used for public amusement by means of automatic machines, games of chance or skill or similar devices.
- Personal care of residents of any residential care home or nursing home.

Child Employment is regulated by the:

- Children & young persons act 1933 to 1963.
- Education Act 1944 to 1966.
- Children Act 1972 to 1989.
- Northampton County Byelaws 1998.

The area of Child employment also falls within many other Acts & Regulations - Health & Safety, Factories Act 1961 and so forth.

Employment Permit Contacts

Send any queries or application forms to:

East Northants

Sue Duffy Education Welfare

William Knibb Centre

Montague Street, Kettering NN16 8AE

Tel: 01536 533930