

CHILD EMPLOYMENT

Children & Young Persons Act 1933 to 1963
Education Acts 1944 to 1996
Children Act 1989
Children (Protection at Work) Regulations 1998
Kingston Council Byelaws 1998

Child employment also falls within a large variety of other Acts and Regulations including Health and Safety (Young Person's) Regulations 1997.

A child is employed if he/she assists in a trade or occupation which is carried out for profit whether or not the child receives pay or reward for this employment.

REGULATIONS OF EMPLOYMENT

- ❖ No child under the age of 13 may be employed (with the exception of certain light agricultural or horticultural duties for a parent or guardian).
- ❖ Children may only do light work and there are certain jobs which they are not allowed to do (see application form).
- ❖ There are different working hours allowed for children under 15 and over 15.
- ❖ Specific rest periods are required.
- ❖ A child whose 16th birthday falls between the school year 1st September and 31st August (both dates inclusive) is in their final year of statutory education and remains of compulsory school age until the last Friday in June of that year. **National Insurance Numbers are not valid until this date.**
- ❖ Children of compulsory school age can only be employed in Kingston if they have been issued with an Employment Permit from Kingston Council.
- ❖ This permit can be refused or taken away if the employment is considered to be harmful to the education, health or physical development of the child.

APPLYING FOR AN EMPLOYMENT PERMIT

Employers in Kingston are responsible for ensuring that an Employment Permit is issued by Kingston Council for each child employed by them regardless of where the child lives.

If you live in Kingston and your child wants to work in another area, for example Sutton, Surrey or Merton, application has to be made to that Local Authority for an Employment Permit.

A child can obtain an application form for Employment Permit from their school or alternatively from:

THE EDUCATION WELFARE SERVICE

Guildhall 1
Kingston-upon-Thames
Surrey KT1 1EU

Tel. 020 8547 5262
Fax 020 8547 5245

Once the application form for an Employment Permit has been fully completed it should be sent to the above address for processing. Your child's Employment Permit will be sent to him/her direct and a copy of the authorisation will be forwarded to the employer.

If it is necessary for your child to have a medical examination, you may be asked to approach your General Practitioner for this.

Your child must carry his/her Employment Permit with him/her at all times while he/she is working. The employer will keep a copy of the authorisation form for inspection purposes.

Employment Permits are specific to :

**EMPLOYER
CHILD
LOCATION
OCCUPATION &
HOURS OF EMPLOYMENT**

**If any of these details change
a new card has to be issued**

Remember unless your child is registered he/she will not be covered by the employer's liability insurance.

Please note there are specific regulations with regard to Children in Performances (theatres, TV., films, etc). For more information please telephone 0208-547 5262.

HOURS OF WORK

Ages 13 & 14

Term Time

Maximum of 2 hours on any school day

- between 7-8:30am (1 hour) or
- for 2 hours between end of school and 7pm.

Saturdays & School Holidays

Maximum of 25 hours a week when not required to attend school.

Between 7am and 7pm a maximum of 5 hours a day.

Sundays

Between 7am and 7pm a maximum of 2 hours.

Ages 15 & 16

Term Time

Maximum of 2 hours on any school day

- between 7-8:30 am (for 1 hour) or
- 2 hours between end of school and 7 pm (1 hour if worked in morning)

Saturdays & School Holidays

Maximum of 35 hours a week when not required to attend school.

Between 7am and 7pm a maximum of 8 hours a day.

Sundays

Between 7am and 7pm a maximum of 2 hours.

STATUTORY REQUIREMENTS

REST BREAKS

Break of 1 hour where more than 4 hours are worked in a day

SCHOOL HOLIDAY EMPLOYMENT

There must be at least 2 consecutive weeks without employment.

The information in this leaflet is for general guidance only.

If you would like more information please contact :

THE EDUCATION WELFARE SERVICE

Guildhall 1

Kingston-upon-Thames Surrey KT1 1EU

Tel : 020 8547 5262

Other leaflets available on child employment :

A Guide for Employers

Royal Borough of Kingston

CHILD EMPLOYMENT

A GUIDE FOR PARENTS or GUARDIANS



Is your child thinking of getting a part-time job? Has your child already got a part-time job? Then he/she needs an Employment Permit

Kingston
Children & Young People's Trust
Making a Difference Together

Royal
Kingston

