



The information you provide on this form will be held by Worcestershire County Council's Educational Services Directorate for the purpose of ensuring compliance with Byelaws made in pursuance of Children and Young Person's Act 1933-63 as amended by the Education Acts 1944-96 and Children's Act 1989. In order to safeguard the welfare of your child other relevant Authorities may be notified.

OFFICE USE ONLY:
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APPLICATION FOR EMPLOYMENT PERMIT

FULL NAME OF CHILD EMPLOYED:

Surname: First Names: Male/Female

Address:

Post Code: Telephone No:

Date of Birth: School Attending:

DETAILS OF EMPLOYER:

Company Name:

Address:

Post Code: Telephone No:

Nature of Business: Do You Require A Bicycle To Be Provided: **Yes/No**

Exact nature of proposed employment:

Date Employment commenced: Any Other Employment: **Yes/No**

DAYS AND TIME OF PROPOSED EMPLOYMENT (Please see overleaf)

Please complete with hours worked daily, e.g. 07:00 – 08:00 and rest period 13:00 –14:00 etc.

Term Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Hours of Employment							
Rest Period							

School Holidays

13/14 year old Max . 25 hours per week

*Tick (✓)
Appropriate
box*

15/16 year old Max. 35 hours per week

Health & Safety (Young Persons) Regulations 1997

EMPLOYER DECLARATION

Have you completed a 'Risk Assessment' and given a copy to the parent/carer:

Yes/No

Employers Signature: **Date:**

PRINT NAME: **Mr/Mrs/Miss/Ms/Other**

Employers Liability Insurance Please quote your Employers Liability Insurance details:

Name of Company

Policy Number

Please complete overleaf.....

PARENT/CARER'S DECLARATION: I consider my child is fit for this employment and have seen a copy of the risk assessment. I agree to my child being employed by the employer named above. I am aware of the type of work he/she will be doing and the hours he/she will be required to work. I confirm that the date of birth shown is correct.

Parent/Carers Signature: **Date:**

Print Name:**Mr/Mrs/Miss/Ms/Other**

In order that we might monitor equality of opportunity would you indicate the child's Ethnic Origin. Tick (✓) box please.

White	U.K. European Irish Other	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Black	African Afro/Caribbean Other	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Asian	Indian Pakistani Bangladeshi Chinese Vietnamese	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Mixed	<input type="checkbox"/>		Any Other Group	<input type="checkbox"/>				

REGULATION OF EMPLOYMENT

For a complete copy of the Byelaws, please contact the address below.

1. INTERPRETATION:

For the purpose of these Byelaws:

- (a) the expression "child" means a person who is of compulsory school age. All children are deemed to be of compulsory school age until the last Friday in June in the school year of their 16th birthday.

2. MINIMUM AGE:

- (a) No child under the age of 13 years shall be employed.
- (b) On any school day a child may only be employed subject to the following conditions:
 - i. the employment shall not be for more than **2 hours in any day**.
 - ii. Employment shall only take place between 7.00 a.m. and 8.00 a.m. and between the end of the school day and 7.00p.m.
 - iii. No child shall be employed for more than 1 hour in the morning period.
 - iv. No child shall work for more than a total of 12 hours in any week.
- (c) During Saturday and school holidays:
 - i. a child under the age of 15 years may be employed for up to 5 hours per day, between 7.00 a.m. and 7.00 p.m., subject to a maximum of 25 per week.
 - ii. a child aged 15 years and over may be employed for up to 8 hours per day, between 7.00 a.m. and 7.00 p.m., subject to a maximum of 35 per week.
 - iii. The total hours are exclusive of rest periods which exceed 15 minutes.
 - iv. A child shall not be employed for more than 4 hours continuously without a rest period of at least 1 hour for rest and recreation.
 - v. Children have a two consecutive week period from work during their summer holiday each year.
- (d) **SUNDAYS:**
No child shall be employed on Sunday for more than **2 hours**, between 7.00 a.m. and 7.00 p.m.

CHILDREN OF COMPULSORY SCHOOL AGE CANNOT BE EMPLOYED FOR MORE THAN 12 HOURS EACH WEEK (OR PART WEEK) DURING TERM-TIME.

PLEASE RETURN THIS FORM TO: Education Welfare Service, Worcestershire County Council, County Buildings, Bewdley Road, Kidderminster, Worcestershire DY11 6RQ. Telephone No: 01562 757651-2-3 Fax No: 01562 825034