

EMPLOYMENT LICENCE

If your child is considering starting a job she/he **MUST** have an Employment Licence issued by the Local Authority. The employer has a legal responsibility to ensure that your child has a licence.

As a parent YOU should also ensure that your child has an Employment Licence.

We do not want to stop your child from working; however there are concerns about their health and safety. The law governing child employment is there to ensure that your child is protected and not exploited if they have a part-time job while still of compulsory school age.

Your child's employer has a duty to share with you an Assessment of any Risks that your child may face in undertaking employment with them.

There are some good things about working. It encourages independence, responsibility and experience of money management.

However, there are some jobs which would be dangerous and these are **prohibited**. For example:

- Operating machinery
- Preparing meat for sale
- Delivering milk
- Dealing with chemicals
- Working in a commercial kitchen
- Sell or deliver alcohol
- Industrial work
- Work in any part of a factory
- Work in a petrol station
- Undertake food preparation
- Collect or sort refuse
- Call at people's houses to collect money
- Window clean

WHAT THE LAW SAYS

- Children are not allowed to work in any job if **under 13** years of age
- Children aged 13 and under 14 years of age, May only be employed in occupations **specified in the byelaws**.
- Children aged 14 and who are still of **compulsory school age** may only be employed in **light work**.
- School children **must** be issued with an **employment licence** before beginning work.
- There is a maximum **number of hours** that can be worked each week.
- Children can only work **after 7 a.m. and before 7p.m.**
- On a school day they can only work for **up to 2 hours**.
- Some jobs are **not considered suitable** – check with the Education Welfare Service to find out what these are.
- Employers **must** carry out a **risk assessment** of the work which the child is being asked to undertake (further advice if needed is available from the Environmental Health Department see over for details).

Parent's income e.g. Income Support or Family Credit is not affected by any money that a child may earn.

WORK EXPERIENCE

The information contained in this leaflet does not apply to Work Experience, which is organised by schools usually for a 2-week period during years 10 and 11.

Children who take part in Work Experience are monitored by School Staff.

COMPULSORY SCHOOL AGE

A child is of compulsory school age until the date they are officially allowed to leave school. **NOT** on their 16th birthday or when they received their National Insurance number.

The Law has fixed this date as the last Friday in June for all year 11 pupils

FURTHER ADVICE AND SUPPORT IS AVAILABLE FROM:

Education Welfare Service

Tel: 01942 705405

Fax: 01942 705408

Environmental Health Dept

Commercial Section

Wigan Town Hall

Library Street

Wigan

WN1 1YN

Tel: 01942 827902



DOES YOUR CHILD WANT A JOB?

INFORMATION FOR PARENTS REGARDING
EMPLOYMENT OF CHILDREN.