

WORKING HOURS

THEY CANNOT WORK ON ANY DAY BEFORE 7:00AM OR AFTER 7:00PM

13 AND 14-YEAR OLDS

Term time – including weekends MAXIMUM 12 hours a week	
School Days	No more than 2 hours a day: - 1 hour before school & 1 hour after school or 2 hours after school
Saturday	Up to 5 hours
Sunday	Only 2 hours

School holidays MAXIMUM 25 hours a week	
Monday to Saturday	Up to 5 hours a day
Sunday	Only 2 hours



15 AND 16-YEAR OLDS

Term time – including weekends MAXIMUM 12 hours a week	
School Days	No more than 2 hours a day: - 1 hour before school & 1 hour after school or 2 hours after school
Saturday	Up to 8 hours
Sunday	Only 2 hours

School holidays MAXIMUM 25 hours a week	
Monday to Saturday	Up to 8 hours a day
Sunday	Only 2 hours

PAY, REST BREAKS AND HOLIDAY

There are no recommended rates of pay; it should be 'reasonable' for the work involved.

Children must have a rest break of 1 hour for every 4 hours of continuous work. Furthermore they must have two weeks holiday in the year.

FOR FURTHER INFORMATION

Education Welfare Service

Marion Robson Area Manager
Trish Harvey Administration

Education Welfare Service
Dryden PDC
Evisstones Road
Gateshead
NE9 5UR

☎ 0191 433 8572

Health and Safety

Environmental Health and Trading Standards
Regulatory Services
Development and Enterprise
Civic Centre
Regent Street
Gateshead
NE8 1HH

☎ 0191 433 3925

Health and Safety Executive

www.hse.gov.uk

YOUNG PEOPLE AT WORK EMPLOYER INFORMATION



A young person is anyone under 18 years old, and a child is anyone who is of compulsory school age. Employers have the same health, safety and welfare responsibility for young people as they do for all employees.

The law states that you must undertake a risk assessment for those under 18 years old, before they start work.

Children often like to supplement their pocket money by taking on a part-time job. Child employment is permitted but under strict rules. The national legislation is the Children and Young Persons Act 1933 and there are local byelaws which further regulate the employment, a copy of which is available on request – telephone 0191 433 8572.

Employers can be prosecuted, up to £1,000, if they: -

- Do not register school age employees
- Employ school age children in prohibited occupations
- Allow school age children to work outside permitted hours
- Health and safety offences can incur a fine of, up to, **£20,000 and/or imprisonment**

WORK

A child is employed if they assist in any trade or occupation carried out for profit. It does not matter whether they are paid or not for the work done, and it makes no difference if they are working for a relative or a major company.

RISK ASSESSMENT

Risk assessment is required under the Management of Health and Safety at Work Regulations 1999. The following should be taken into account:-

- Workplace layout and how it is fitted
- Type of work equipment, use and handling
- How work is organised
- Health and safety training
- The nature of physical, biological or chemical agents.
- Risks from work hazards

It is also advisable to take into account:-

- Inexperience, physical and mental immaturity
- Control measures that will remove or reduce risk to lowest possible level
- Parents/guardians to made aware of findings prior to commencing work for children of compulsory school age
- Keep a record if you have 5 or more employees (including any young persons)

A young person should not carry out work when a significant risk remains, even if reasonable steps have been taken to control it.

AGE

They must be at least 13 years of age before they can be employed. From then on, they can work under the local byelaws until they are

16 years old and can leave school, which is officially the LAST FRIDAY IN JUNE. It is important to understand that possession of a National Insurance Number does not mean that the child can leave school and work full-time.

THE TYPE OF WORK THEY CAN DO

13 YEAR OLDS

13 year olds can do light work in the following jobs: -

- ✓ Newspaper/printed material delivery
- ✓ Shop work
- ✓ Hairdressing
- ✓ Office work
- ✓ Café/Restaurant
- ✓ Riding Stables
- ✓ Domestic work hotels/ accommodation
- ✓ Agriculture/Horticulture
- ✓ Car washing by hand in a residential setting

14, 15 AND 16 YEAR OLDS

A 14 year old can do any light work, except for those in 'prohibited employment' section.

PROHIBITED EMPLOYMENT

- × Milk delivery
- × Telephone sales
- × Selling/delivering alcohol
- × Cinema/Theatre/Disco/Night-clubs – except in connection with a performance.
- × Commercial kitchen
- × Collecting money, selling or canvassing door-to-door, except under the supervision of an adult

- × Any work involving exposure to adult material
- × Fuel oils delivery
- × Collecting/sorting refuse
- × Any work three metres above ground level, or internally 3m above floor level
- × Any employment involving harmful exposure to physical, biological or chemical agents
- × In premises connected with preparation of meat for sale As an attendant/assistant in a fairground or amusement arcade
- × Giving personal care in any residential care home or nursing home, unless under responsible adult supervision
- × In any work paid on a commission-only basis

REGISTRATION

Application forms are available from the Child Employment Officer at the Education Welfare Services. The employer is responsible for applying for work permits for children. Notification must be made within 7 days of a child starting and you must carry out a risk assessment.

If they are the right age, their parents agree, the type of work is allowed and the hours are suitable, you will be sent a work permit, which is the size of a credit card. This should be produced on demand to an officer of Gateshead Education Welfare Services or a police officer.

Registration is essential to ensure children receive the protection of the relevant regulations. You could be prosecuted for employing children without a permit and if they have an accident at work you insurance may be invalid.