

Employment of Children

Children and Young Persons Act 1933 c12 to 1963

Amended by the Education Act 1996 and The Children's Act 1989

Further amended by the Children (Protection at Work) regulations 1998

Bye-laws on the Employment of Children



Application for Employment Permit

NB: In accordance with bye-law 9, it is the responsibility of the employer to ensure that this form is fully completed and sent to the Local Authority within seven days of employing a child. Completion of this form does not mean that an Employment Permit will be issued.

Childs Details (To be completed by the parent/guardian)

Name of Child _____

DOB _____ Age _____ Male ☐ Female ☐

Address _____

_____ Post code _____

Parents'/Guardians' Full Name(s) _____

Daytime telephone number _____ Email _____

Does your child suffer from any medical condition? Yes* ☐ No ☐

If yes* please give details _____

Has your child been issued with an Employment Permit before? Yes ☐ No ☐

Is your child still carrying out the work stated in that Permit Yes* ☐ No ☐

*If yes, please provide details below

Nature of employment _____

Name and address of employer _____

Declaration of Parent/Guardian: I consent to my child undertaking the employment detailed overleaf and do not consider that it will adversely affect their health, welfare or education. I confirm that the employer has provided me with the findings of the risk assessment and details of the control measure introduced to reduce any risk.

Signed _____ Name (in full) _____ Date _____

School Details: This section must be completed by the Headteacher of the child's school or by the tutor if educated otherwise – I can confirm that I have no objections on educational grounds to this child being employed in the way set out overleaf.

Name of School/College _____

Childs current attendance level to date _____% Year group _____

Name of Headteacher/Tutor _____ Position _____

Signature _____ Date _____

Employer Details (To be completed by the employer)

Contact Name _____ Position in company _____

Company Name _____

Address _____

Telephone number _____ Email _____

Type of business _____

Nature of proposed employment
and brief description of duties _____

Place of employment _____ Start date _____

Days and times of employment (please use 24 hour clock)

	During School Term						During School Holidays					
	Max 12 hrs (per week)						Max 25 hrs aged 13-14 and Max 35 hrs aged 15-16 (per week)					
	Max 2 hrs on a school day between the hours of 7am and 7pm											
	From	To		From	To	Total	From	To		From	To	Total
Monday												
Tuesday			B						B			
Wednesday			R						R			
Thursday			E						E			
Friday			A						A			
Saturday			K						K			
Sunday												

(1 hour break required after 4 hours continuous work)

In respect of this proposed employment, on behalf of the employer, I confirm that the suitability of the young person to fulfil the duties has been assessed and declare that an appropriate **Risk Assessment** has been undertaken and the parent/guardian informed of the findings and control measures introduced to reduce any risk(s) in accordance with the Management of Health and Safety at Work Regulations 1999. Furthermore, I confirm that the employer holds and will maintain appropriate employer's liability insurance.

Signature of Employer _____ Date _____

Please complete all parts of this form, obtain signatures from parent and school and return within seven days of employment to the address below. On receipt of the application the local authority will satisfy itself that the employment is lawful, the child's health, welfare or education will not be jeopardised and that the child is fit to undertake the work for which they are employed. Once the local authority is satisfied, the permit will be issued to the child and the employer.

Child Performance & Employment Team
Children and Family Services
Leicestershire County Council
County Hall
Glenfield
Leicester
LE3 8RF Phone: 0116 305 4331


For office use only:

Application received:

Permit Number:

Date issued:

Authorised by:

 **DATA PROTECTION ACT** This information is being collected to consider the nature and conditions of proposed employment against Leicestershire County Council's Child Employment Bye-Laws and to assess the suitability of an Employment Permit for the named child. [The information collected may also be used for the wider purpose of providing statistical data used to assist with monitoring provision and/or areas of need in order to target future resources.] If you have a query or concern regarding this, please contact: Child Performance & Employment Team, Leicestershire County Council, County Hall, Glenfield, Leics, LE3 8RF. Phone: 0116 305 4331.

Byelaws on the Employment of Children

Explanatory Notes

Introduction

The byelaws which appear overleaf have been produced on the basis of the existing legislative framework contained in Section 18 of the Children and Young Persons Act 1933, as amended. The Children (Protection at Work) Regulations 1998, (effective from 4 August 1998) further amend this primary legislation to ensure compatibility with the minimum standards contained in the EC Directive 94/33/EC on the protection of young people at work.

These byelaws regulate the types of occupation in which children under school leaving age may be employed and other conditions of their employment. They provide for checks on a child's fitness for employment and for the issue of employment permits, setting out the occupation in which a child may be employed and his/her hours of work. Employers are obliged to notify Local Authorities of their child employees. Additional requirements are imposed on the employment of children in street trading, for which a Local Authority licence is required.

These byelaws are not a comprehensive statement of the law relating to the employment of children and should be read in conjunction with other legislation relating to prohibited occupations, hours of work and street trading in particular.

By virtue of Section 560, Education Act 1996, enactments relating to the prohibition or regulation of the employment of children do not apply to children undertaking work experience as part of their education.

Prohibited and Permitted Employment

Children aged 13 are limited to employment in the occupations listed at byelaw 5. Children aged 14 or over are not limited in this way, but may only undertake light work, byelaw 4. Byelaw 3 lists various occupations which are prohibited for children, even if they would constitute light work. Many more occupations or specific tasks are prohibited by other legislation, including:

- the Employment of Women, Children and Young Persons Act 1920, which prohibits the employment of children in any "industrial undertaking", including mines and quarries, manufacturing industry, construction and the transport of passengers or goods by road, rail or inland waterway (Section 1(1));
- the Agriculture (Safety, Health and Welfare Provisions) Act 1956, under which it is an offence to cause or permit a child to ride on or drive a vehicle, machine or agricultural implement (Section 7);
- the Offices Shops and Railway Premises Act 1963, which provides that no young person may clean machinery if to do so would expose him to risk of injury (Section 18);
- the Betting Gaming and Lotteries Act 1963, which prohibits the employment of persons under 18 in effecting any betting transaction or in a licensed betting office (Section 21);
- The Licensing Act 1964, which prohibits the employment of children in the bar of licensed premises (Section 170) and the Licensing (Occasional Permissions) Act 1983, which prohibits any person under 18 from selling or serving alcohol in premises authorised under the Act (paragraph 5(1) of the Schedule);
- the Merchant Shipping Act 1970, by virtue of which no person under minimum school leaving age may be employed on a ship registered in the UK, except as permitted by Regulations made under the Act (Section 51); and
- the Manual Handling Operations Regulations 1992, which prohibit children from handling any load which is likely to cause injury to them.

It should be noted that this is not an exhaustive list.

Penalties

Section 21 of the Children and Young Persons' Act 1933, as amended provides, inter alia, that:

If a person is employed in contravention of Section 18 of the Act, or of the provisions of any byelaws made thereunder, the employer and any other person (other than the person employed) to whose act or default the contravention is attributable shall be liable on summary conviction to a fine not exceeding level 3 on the Standard Scale (£1,000).

If a person is employed in contravention of Section 20 of the Act, the employer and any person (other than the person employed) to whose act or default the contravention is attributable shall be liable on summary conviction to a fine not exceeding level 3 on the Standard Scale (1,000); a person under compulsory school age who engages in street trading in contravention of the provisions of Section 20, or of any byelaw made thereunder, shall be liable on summary conviction to a fine not exceeding level 1 on the Standard Scale (£200).

Please detach and keep this information for future reference

Introduction

1. These Byelaws may be cited as the Leicestershire County Council Byelaws on the Employment of Children 1998 and shall come into force on 1 October 1998

Interpretation and Extent

2. In these byelaws, unless the context otherwise requires:

- (a) "the authority" means Leicestershire County Council;
- (b) "child" means a person who is not yet over compulsory school age as defined in Section 8 of the Education Act 1996;
- (c) "employment" includes assistance in any trade or occupation which is carried on for profit, whether or not payment is received for that assistance;
- (d) "light work" means work which, on account of the inherent nature of the tasks which it involves and the particular conditions under which they are performed:-
 - (i) is not likely to be harmful to the safety, health or development of children; and
 - (ii) is not such as to be harmful to their attendance at school, their participation in work experience in accordance with Section 560 of the Education Act 1996, or their capacity to benefit from the instruction received or, as the case may be, the experience gained;

(e) "parent" includes any person who has for the time being parental responsibility for a child within the meaning of Section 3 of the Children Act 1989;

(f) "public place" includes any public park, garden, sea, beach or railway station and any ground to which the public for the time being have or are permitted to have access, whether on payment or otherwise;

(g) "street" includes any highway and any public bridge, road, lane, footway, square, court, alley or passage, whether a thoroughfare or not;

(h) "street" trading" includes the hawking of newspapers, matches, flowers and other articles, playing, singing or performing for profit, shoe blacking and other like occupations carried on in any street or public place;

(i) "year", except in expressions of age, means a period of twelve months beginning with 1 January.

Prohibited Employment

3. No child of any age may be employed:

(a) in a cinema, theatre, discotheque, dance hall or night club, except in connection with a performance given entirely by children;²

(b) to sell or deliver alcohol, except in sealed containers;

(c) to deliver milk;

(d) to deliver fuel oils;

(e) in a commercial kitchen;

(f) to collect or sort refuse;

(g) in any work which is more than three metres above ground level or, in the case of internal work, more than three metres above floor level;

(h) in employment involving harmful exposure to physical, biological or chemical agents;

(i) to collect money or to sell or canvass door to door, except under the supervision of an adult;

(j) in work involving exposure to adult material or in situations which are for this reason otherwise unsuitable for children;

(k) in telephone sales;

(l) in any slaughterhouse or in that part of any butcher's shop or other premises connected with the killing of livestock, butchery, or the preparation of carcasses or meat for sale;

(m) as an attendant or assistant in a fairground or amusement arcade or in any other premises used for the purpose of public amusement by means of automatic machines, games of chance or skill or similar devices;

(n) in the personal care of residents of any residential care home or nursing home unless under the supervision of a responsible adult.

2 This does not prevent children taking part in performances under the provisions of a licence granted in accordance with the Children and Young Persons Act 1963, and the associated Regulations.

Permitted Employment of Children aged 14 or Over

4. A child aged 14 or over may be employed only in light work.

Permitted Employment of Children aged 13

5. A child aged 13 or over may not be employed except in light work in one or more of the following specified categories:

(a) agricultural or horticultural work;

(b) delivery of newspapers, journals and other printed material, and collecting payment for same, subject to the provisions of byelaw 3(i);

(c) shop work, including shelf stacking;

(d) hairdressing salons;

(e) office work;

(f) car washing by hand in a private residential setting;

(g) in a cafe or restaurant;

(h) in riding stables; and

(j) domestic work in hotels and other establishments offering accommodation.

*** Permitted Employment of Children under 13**

6. A child aged 10 or over may be employed on an occasional basis by and under the direct supervision of his parent in light agricultural or horticultural work.

Employment Before School

7. Subject to the other provisions of these byelaws, children may be employed for up to one hour before the commencement of school hours on any day on which they are required to attend school.

Additional Condition(s)

8. No child may be employed in any work out of doors unless wearing suitable clothes and shoes.

Notification of Employment Permits

9. Within one week of employing a child, the employer must send to the authority

written notification stating:

(a) his own name and address;

(b) the name, address and date of birth of the child;

(c) the hours and days on which the child is to be employed, the occupation in which the child is to be employed, details of the task involved and, if different form (a) above, the place of employment;

(d) a statement of the child's fitness to work, and of approval for the child to be employed, completed by the child's parent;

(e) details of the school at which the child is a registered pupil; and

(f) a statement to the effect that an appropriate risk assessment has been carried out by the employer.

10. Where, on receipt of a notification, the local authority is satisfied that:

(a) the proposed employment is lawful;

(b) the child's health, welfare or ability to take full advantage of his education would not be jeopardised; and

(c) the child is fit to undertake the work for which he is to be employed, it will issue the child with an employment permit.

11. Before issuing an employment permit a local authority may require a child to have a medical examination.

12. The employment permit will state:

(a) the name, address and date of birth of the child;

(b) the hours and days on which the child is to be employed, the occupation in which the child is to be employed, details of the task involved and the place of employment.

13. A child may be employed only in accordance with the details shown on his employment permit.

14. A local authority may amend a child's employment permit from time to time on the application of an employer.

15. The local authority may at any time revoke a child's employment permit if it has reasonable grounds to believe:

(a) that the child is being unlawfully employed, or

(b) that his health, welfare or ability to take advantage of his education are suffering or likely to suffer as a result of the employment.

16. A child must produce his employment permit for inspection when required to do so by an authorised officer of the authority or a police officer.

Street Trading

17. No child under the age of 14 may engage in street trading and a child aged 14 or over may not engage in street trading unless:

(a) he is employed to do so by his parent, in connection with their retail business and under their direct supervision; and

(b) he has been granted a licence to do so ("a street trader's licence") by the authority and is acting in compliance with the terms of that licence.

18. The authority shall not grant a street trader's licence to any child if it has reason to believe that the employment of the child in street trading would be prejudicial to his health, welfare or ability to take full advantage of his education or the child's street

trader's licence has previously been revoked.

19. A street trader's licence shall prohibit the holder from engaging in street trading on a Sunday; and shall

(a) be valid for not more than 12 months or shall expire on 31 December;

(b) prohibit the holder from touting or importuning to the annoyance or obstruction of any member of the public in any street or public place; and

(c) require that the child notify the authority within one week of any change of address.

20. The authority may suspend or revoke a street trader's licence if it has reason to believe that the holder's continued employment in street trading would be prejudicial to his health, welfare, or ability to take full advantage of his education, or if the holder:

(a) is found guilty of any offence connected with the street trading;

(b) commits any breach of these Byelaws or the terms of his street trader's licence;

(c) uses the licence as a means for begging, immortality or any other improper purpose; or

(d) fails to notify the authority within one week of any change of address.

Revocation

21. The Byelaws with respect to the employment of children (and street trading) made by Leicestershire County Council on the 23 February 1955 and confirmed by the Secretary of State on the 2nd July 1955 are hereby revoked.

Working Hours

• **Work not allowed before schools close**

Work not allowed before 7.00 am

Work not allowed after 7.00 pm

Work not allowed for more than 2 hours on school days

Work not allowed for more than 2 hours on Sunday.

• **Age 13 and 14: 5 hours maximum per day on non-school days and 25 hours maximum per week during school holidays**

• **Not allowed to work more than 4 hours without 1 hour break**

• **In school holidays, at least 2 consecutive weeks without any employment**

• **Age 15 and 16: 8 hours maximum per day on non-school days and 35 hours maximum per week during school holidays.**

* Byelaw 6 - Since June 2000 the legislation relating to the employment of children was amended to prohibit the employment of children under the age of 13 which overrides these bye-laws. The Council is currently taking steps to amend the byelaws to reflect this change.