

The information contained in this leaflet does not apply to work experience which is organised by schools usually for a two week period during years 10 and 11.

## Help and advice

For licence application forms or further advice please contact:

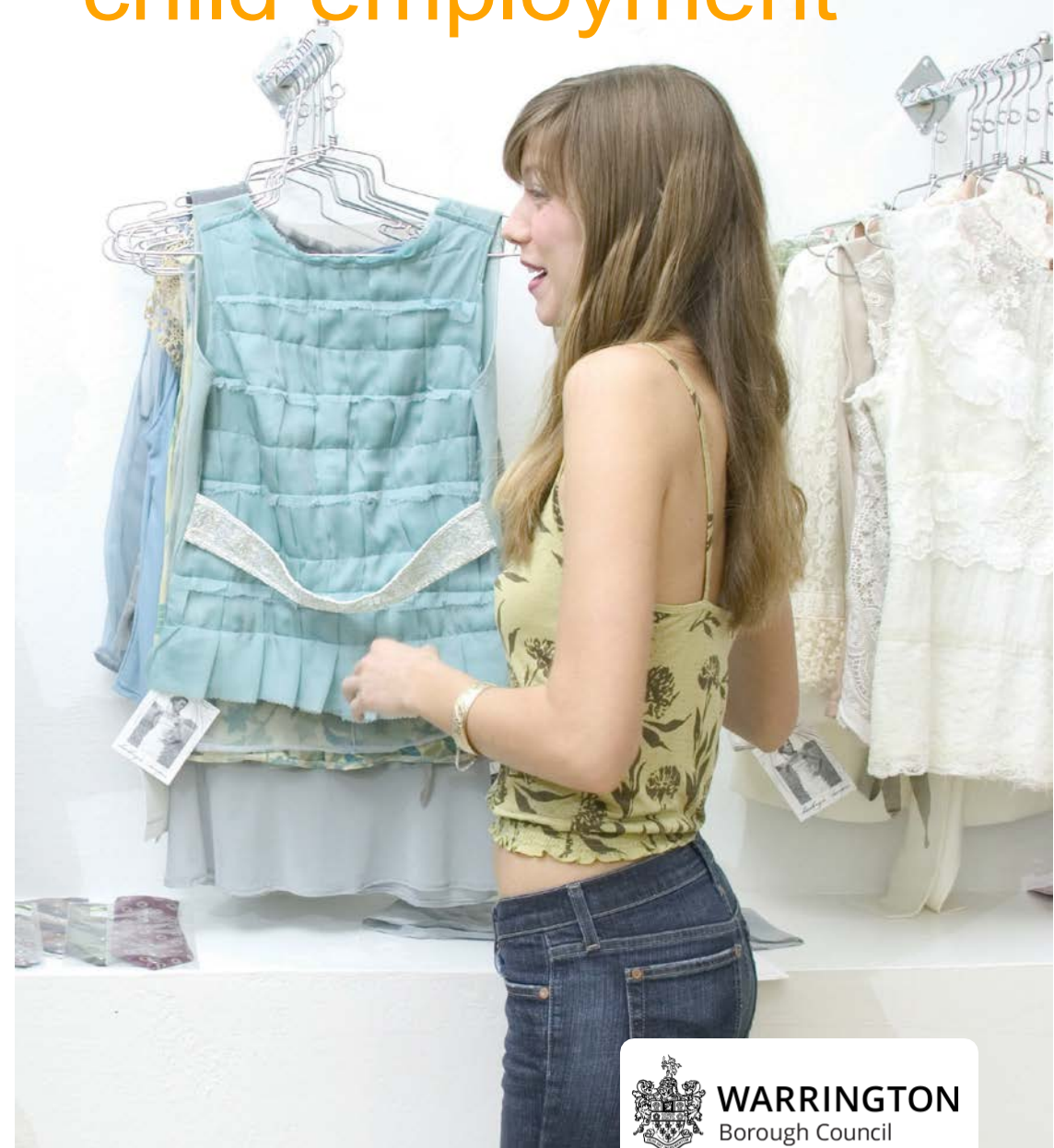
Work Permits --- 01925 442974

For information on what to do if you are concerned about a child in employment please contact:

Warrington Borough Council  
Education Services  
East Annexe, Town Hall,  
Sankey Street, Warrington, WA1 1UH  
Telephone: 01925 442974  
Email: [childlicensing@warrington.gov.uk](mailto:childlicensing@warrington.gov.uk)

**Please keep this leaflet for reference**

# A guide to child employment



Revised July 2020

## What is the Law?

- Children are not allowed to work in any job if they are under 13 years of age.
- Children aged 13 and under 14 years of age may only be employed in occupations specified in the Bylaws.
- Children aged 14 and who are still of compulsory school age\* may only be employed in light work.
- School children must be issued with a work permit before beginning work.
- **During Term time - Permitted Hours of work**  
Children over 14 but under school leaving age who hold a work permit issued by the local authority can be employed:
  - **for a MAXIMUM of 12 hours per week during term time (including Saturday and Sunday) but:**
    - NOT during school hours
    - NOT before 7.00 am
    - NOT after 7.00 pm
    - **And ONLY for two hours on a school day and a Sunday.**
- **During school holidays - Permitted Hours of work (Monday to Saturday)**
  - **Under 15 years - five hours per day (max 25 hours per week),**
  - **Over 15 years - eight hours per day (max 35 hours per week) with a meal break of one hour after four hours work.**
    - **And ONLY for two hours on a Sunday.**



- During the year children must have at least two consecutive weeks without employment during a school holiday.
- A risk assessment must be carried out by the employer on any work that the child will undertake.



## Advice for Children

- Make sure your employer gets a work permit for you from your Children's Services office.
- Your employer should make sure you are properly trained. If you are unsure of what you are doing ask for help.
- Find out what the safety rules are at work.
- Don't be afraid to say NO if a job is dangerous – you should not be asked to do it.
- Don't be tempted to do extra hours – you may get overtired and have an accident and your employer could be breaking the law.
- Tell your parents where you are working and what you are doing.
- Make sure your employer has an emergency contact number in case you have an accident at work.
- Tell your parents and employer if anyone makes you feel uncomfortable or anxious by what they say or do.

## Advice for Parents

- Make sure your child is registered with the local authority and has a work permit for his/her current employment.
- Find out if your child's employer has employer's liability insurance.
- Find out from your child's employer how they intend to remove or reduce any risks the child may face at work. They are required by law to let you know.
- Encourage your child to tell you if he/she has any problems at work, maybe they are being asked to do something that is unsafe.
- Always be aware of when and where your child is working and give him/her emergency contact details in case of accident.
- Speak to your child's employer if you are unhappy or anxious about any aspect of the work he/she is doing.

