# Logo Description automatically generatedApplication for a Child Employment Permit

## PART A - to be completed in by the child’s parent / guardian

### The employment of Children is governed by:

* Children & Young Persons Act 1933 (As amended by Children & Young Persons Act 1963)
* Education Act 1996
* The Children (Protection at Work) Regulations 2000
* Vale of Glamorgan Employment of Children Byelaws

|  |  |  |
| --- | --- | --- |
| Name of child | |  |
| Full address including postcode | |  |
| Child’s school | |  |
| Child’s date of birth | |  |
| Name of Parent / Guardian | |  |
| The child named above is medically fit and able to undertake the employment as stated overleaf.  I hereby consent to the child named being employed and certify that the date of birth is correct. | | |
| Signature |  | |
| Date |  | |

### N.B. MAXIMUM EMPLOYMENT PERMISSIBLE

### School days

2 hours worked as follows:

* 1 hour between 7 am & 8.30 am and 1 hour between 4pm & 7pm or
* 2 hours between 4pm & 7pm

Saturdays

Children aged 13 & 14 years - 5 hours

Children aged 15 & 16 years - 8 hours

A maximum of 12 hours a week for any age

### School Holidays

Children aged 13 & 14 years - 5 hours each day

A maximum of 25 hours a week for any age

Children aged 15 & 16 years - 8 hours each day

A maximum of 35 hours a week for any age

Sundays

A maximum of 2 hours to be worked between 7 am and 7 pm

These hours are to be included in the weekly total and cannot exceed the weekly maximums referred to above

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## PART B - to be completed in full by the employer

### The employment of Children is governed by:

* Children & Young Persons Act 1933 (As amended by Children & Young Persons Act 1963)
* Education Act 1996
* The Children (Protection at Work) Regulations 2000
* Vale of Glamorgan Employment of Children Byelaws

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of employer | |  | | | | |
| Name of company | |  | | | | |
| Position in company | |  | | | | |
| Nature of business | |  | | | | |
| Address | |  | | | | |
| Email | |  | | | | |
| Phone number | |  | | | | |
| Nature of employee’s duties | |  | | | | |
| Address child will be employed at | |  | | | | |
| Employers Insurance Company | |  | | | | |
| Policy number | |  | | | | |
| Expiry Date | |  | | | | |
| To comply with Health & Safety (Young Persons) Regulations 1997 a risk assessment has been undertaken for the duties required for this employment. | | | | | | |
| * No child shall be employed for more than four hours in any day without a rest break of one hour. * No child shall work continuously throughout the year and must have a two consecutive week break which must be taken during the Summer school holidays. | | | | | | |
| Signature | | | Date | | | |
| Time at which employment begins and ends e.g. 0900 - 1600 | | | | | | |
| School days | Start | End | | Saturdays | Start | End |
| School holidays | Start | End | | Sundays | Start | End |

### COMPLETED FORMS MUST BE RETURNED TO:

**Email:**

CIEE@valeofglamorgan.gov.uk

**Or by Post:**

Vale of Glamorgan Council, CIEE, Inclusion Team, School of Improvement & Inclusion, Civic Offices, Holton Road, Barry, Vale of Glamorgan, CF63 4RU

**Enquiries:**

If you have any queries, please contact the Inclusion Team on 07955435489, or email ghorler@valeofglamorgan.gov.uk