



CHILDREN AND YOUNG PEOPLE IN EMPLOYMENT

Advice for Employers, Young People, Parents and Carers

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Young people of compulsory school age often like to add to their pocket money by taking on a part-time job. Did you know there are laws and rules to be observed to ensure their education does not suffer and that they are safeguarded whilst at work?

What is employment?

A young person is employed if they assist in any trade or occupation carried out for profit. It does not matter whether or not the young person is paid for the work done, or if they are assisting their own parents in their business, working for a relative, or working for a major company.

How old do you have to be?

No young person under the age of 13 can be employed.

A young person aged 13 years can only be employed in permitted light work specified in the local by-laws. These are:

- Agriculture / Horticulture
- Newspaper Delivery
- Shop Work
- Hairdressing
- Office Work
- Car wash by hand in a private residential setting.
- Work in a café or restaurant (waiting on, clearing tables and washing up)
- Working in riding stables
- Domestic work in hotels and other establishments offering accommodation.

Are there any jobs young people cannot do?

Yes. Prohibited employments are those involving heavy physical work, those using dangerous or complex machinery and those involving a possible moral risk to the young person. These include:

- Delivering Milk
- Work in commercial kitchen
- Selling or delivering alcohol, except in sealed containers
- Collecting money or canvassing door to door
- In the preparation of meat for sale
- In the bar of licensed premises
- Work in a factory
- Operating machinery
- Driving or riding on a vehicle, including agriculture implements
- Personal care of residents in a care/nursing home.



What hours can young people be employed?

- Not during school hours
- For no more than 12 hours in any school week
- Not before 7am or after 7pm
- No more than 2 hours on a school day. Either 2 hours after school or 1 hour before and 1 hour after school
- No more than 2 hours on a Sunday
- Up to 5 hours on Saturdays and holidays for 13 and 14 year olds
- Up to 8 hours on Saturdays and holidays for 15 and 16 year olds
- For no more than 25 hours per week in school holidays for 13 and 14 year olds
- For no more than 35 hours per week in school holidays for 15 and 16 year olds

All young people must have a 1 hour break after 4 hours and must have 2 consecutive weeks holiday from employment during school holiday time.

Do young people need to register for employment?

Employers must send written notification of a young person's employment to the Child Employment and Entertainment Team, within a week of them starting work. This must be done via an application form which has to be completed by the employer and the young person's parent / carer. This can be found on the Lancashire County Council website.

If there are no problems with the proposed employment the young person will be licensed to work and sent a certificate of employment, which they may be asked to produce from time to time. The employer and the young person's school will be also sent a copy of the certificate.

It is essential that young people register for work so that they receive the protection of the regulations regarding employment. This includes the assessment of risk (to the young person) under the Health and Safety Regulations, ensuring appropriate insurance cover is provided. The employer also has to make sure young people have the proper clothing and footwear suitable for the job.



Advice for Employers

If you employ young people of compulsory school age there are laws and regulations relating to the nature of any such employment and the hours that they can work, to ensure that their education and health does not suffer as a result and that they are safeguarded and protected.

Remember employment can be a very positive experience for a young person, but it is important that it is undertaken within the permitted framework of employment, both in terms of the personal health and safety for the young person concerned and also in terms of preventing a negative impact on their wellbeing and learning. Quite apart from the negative effect of young people working late hours on school nights, there have been instances where young people have been killed or seriously injured whilst undertaking unlawful employment.

It is essential that young people are employed legally. Your business insurance may be invalidated if a young person has an accident whilst working without a certificate. You must inform your insurers if you intend to employ young people.

NB – A young person is of compulsory school age until they are officially allowed to leave school. This is not their 16th birthday or when they receive their national insurance number. The official school leaving date for ALL young people in England and Wales is the last Friday in June.

CONTACT DETAILS –

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