# 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