

TORFAEN COUNTY BOROUGH COUNCIL: EMPLOYMENT OF CHILDRENTORFAEN
COUNTY
BOROUGHBWRDEISTREF
SIROL
TORFAEN

Children & Young Persons Act 1933
As amended by Children & Young Persons Act 1963, Education Act 1996
The Children (Protection at Work) Regulations 1998
The Children (Protection at Work Regulations) Regulations 2000

TO BE COMPLETED BY EMPLOYER (IN BLOCK CAPITALS)

Name of Employer (in full): _____

Address: _____

Post Code: _____ Tel No: _____ Email: _____

Nature of Business: _____

Place of Employment: _____

Nature of Employment: _____

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.

N.B. No child shall be employed for more than 4 hours in any day without a rest break of 1 hour.

No child shall work continuously throughout the year and must have a 2-week consecutive week break which must be taken during the school holidays.

Please print full name: _____

Signature: _____ Position in company: _____

Date: _____

Pupil Name: _____ DoB: _____

Time at which employment begins and ends:

	Term Time		Holidays		Total Hours
	From:	To:	From:	To:	
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

Employment effective from: _____

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TO BE COMPLETED BY PARENT OR CARER (IN BLOCK CAPITALS)

Name of Child (in full): _____

Address: _____

_____ Post Code: _____

Date of Birth: _____ Year Group: _____

(this will be checked with school records)

School Attending: _____

Name of Parent/Guardian: _____

Home Number: _____ Mobile: _____ Email: _____

The child named above is medically fit and able to undertake the employment as stated.

I hereby consent to the child being employed and certify that the date of birth is correct.

Signature:

(Parent/Carer): _____ Date: _____

PLEASE ATTACH 1 RECENT PASSPORT SIZE PHOTOGRAPH

TO BE COMPLETED BY SCHOOL

The attendance of the child named above is..... and I confirm that I do not know of any reason why this child should not be employed.

Signature: Date:

N.B

MAXIMUM EMPLOYMENT PERMISSIBLE

a) School Days: 2 hours worked as follows: **1 hour** between **7am & 8.30am** + **1 hour** between **4pm & 7pm**
or **2 hours** between **4pm & 7pm**

b) **Saturdays:** Children aged 13 to 15 years – **5 hours** between **7am & 7pm**
Children aged over 15 years – **8 hours** between **7am & 7pm**

c) **Sundays:** Any Sunday employment should not exceed **2 hours** between **7am & 11am**, and should be included in the aggregate for any week in which a student is required to attend school.

Note: TO A MAXIMUM OF 12 HOURS IN ANY WEEK IN WHICH STUDENTS ARE REQUIRED TO ATTEND SCHOOL.

d) **School Holidays:**

1) Children aged 13 – 15 years **5 hours** each day, to a maximum of **25 hours** in a week

2) Children aged over 15 years **8 hours** each day, to a maximum of **35 hours** in a week

COMPLETED FORMS SHOULD BE RETURNED TO:

Email: EWS@torfaen.gov.uk or by post:

Education Welfare Service, Children and Family Services, The Civic Centre Pontypool, NP4 6YB