The County of Northumberland (Employment of Children) Byelaws 1998

**NOTIFICATION OF EMPLOYMENT OF CHILDREN NOT OVER COMPULSORY SCHOOL AGE**

This form must be forwarded by the employer within four days of employing a child to:

Education Welfare, Virtual School, Education and Skills Service, Brunel Building, 64 Regent Street,

Blyth, NE24 1LT

Tel: 01670 622800 Web: www.northumberland.gov.uk.

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| **SECTION 1 - TO BE COMPLETED BY THE PARENT/CARER**  Name of Child…………………………………Date of Birth…………………….M/F…………………………  Address…………………………………………………………………………………………………………….  …………………………………………………....Post Code……………………………………………………  Telephone Number………………………………….School……………………………………………………  **PARENTAL CONSENT -** I confirm that my child is in good health, is fit to undertake this work and that it will not put at risk my child’s health, welfare or education.  I consent to my child being medically examined (if required) in connection with the proposed employment.  Signed ……………………………………………..Parent/Carer Date………………………….................  Print Name …………………………………………………………...Parent/Carer (**PRINT NAME**) |

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| **SECTION 2 - EMPLOYMENT DETAILS - (to be completed by the employer)**  Name of Employer……………………………………………………………………......................................  Business Address…………………………………………………………………………………………..…......  …………………………………………………..Post Code…………………………………………………..…..  Telephone Number……………………... E-Mail Address……..………………………………………..…….  Nature of Child’s Employment……………………………………………………………………................….  Nature of Business…………………………………………………………………...………………………......  Place of Child’s Employment…………………………………………………………………………………….  **HOURS OF CHILD’S EMPLOYMENT**  School Days before school from ………………….am to ………….….........am   after school from .………….……… .pm to ..….……..............pm  Saturdays & School Holidays from ….………..…….. am/pm to ….……………..am/pm  Sundays from ...........................am/pm to …......................am/pm  I hereby forward particulars of a child of compulsory school age who is employed by me, as required by Northumberland Council Byelaws on the Employment of Children 1998. I confirm I have carried out an appropriate risk assessment. **Signed………………………………………………………Date ……………………….…………………………………….  PRINT NAME ……………………………………………………………………………………………………………………** |

**No child of any age may be employed in any of the following:**

1. in a cinema, disco, dance hall or nightclub, except in connection with a performance given entirely by children. (This does not prevent children taking part in performances under the provisions of a licence granted in accordance with the Children and Young Persons Act 1963, and the associated regulations):
2. to sell or deliver alcohol, except in sealed containers:
3. to deliver milk:
4. to deliver fuel oils:
5. in a commercial kitchen, but excluding hotel kitchens and under the supervision of a responsible adult:
6. to collect or sort refuse:
7. in any work more than three metres above ground level, or in the case of internal work, more than three metres above floor level:
8. in employment involving harmful exposure to physical, biological or chemical agents:
9. to collect money or to sell or canvass door to door, except under the supervision of an adult:
10. in work involving exposure to adult material or in situations which are for this reason otherwise unsuitable for children:
11. in telephone sales:
12. in any slaughterhouse or in any part of any butcher’s shop or other premises connected with the killing of livestock, butchery, or the preparation of carcasses or meat for sale:
13. as an attendant or assistant in a fairground, amusement arcade or in any other premises used for the purpose of public amusement by means of automatic machines, games of chance or skill or similar devices:
14. in the personal care of residents of any residential care home or nursing home unless under the supervision of a responsible adult:
15. in or in connection with any racing course or track or other place where any sport is carried on, or as an assistant in any business conducted therein.

**NB. A child must not work for more than 4 hours per day without a rest break of at least one hour**

**Permitted Hours of Work**

**School Days:** 1 hour before school, commencing no earlier thjat 7 am and 1 hours between the end of school and 7pm or 2 hours between the end of school and 7pm. **Maximum 12 hours a week during term time.**

**Sundays:** 2 hours between 7am and 7pm

**Saturday and School Holidays:** Aged 13-14 - 5 hours a day between 7am and 7pm - maximum 25 hours in any week

Aged 15-16 - 8 hours a day between 7am and 7pm - maximum 35 hours in any week

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| **For Office Use Only:** | **Attendance %:** | **Approved: YES \ NO** | **Initials:** | **EWO:** |

Issue Date……………………………….Renewal Date....................................…...Reminder Sent (Initials)………………