

How do you get a work permit?

The employer is responsible for applying for a work permit. A parent/carer should ensure the employer has applied for a work permit before their child starts work.

The employer must provide the local authority with a completed application within 2 weeks of the child starting work.

If a child does not have a work permit, they will not be insured.

A work permit can be refused or revoked if the employment is likely to be harmful to the child's education, safety, health or development.

The employer must have the parent/carers consent and their agreement that the child is fit for work.

Parent/carer must complete part 2 of the application form and sign, before the employer submits the application.

Applications can be obtained at:

<https://www.solihull.gov.uk/Business/Child-employment-and-performance>

For further information please contact:

Child Employment and Exclusions Team

Telephone: 0121 704 6171

Email:

childemploymentandlicensing@solihull.gov.uk

Web:

<https://www.solihull.gov.uk/Business/Child-employment-and-performance>

Address: Council House, Manor Square, Solihull, B91 9QU

Employers are liable for prosecution if they:

- Do not register their school age employees;
- Employ school age children in a prohibited occupation
- Allow school age children to work outside the hours permitted

Employers are responsible for the health, safety and welfare of the children they employ, and are required to carry out risk assessments.

Employers must ensure that the child has proper clothing and shoes including protective clothing where necessary, and ensure that proper rest breaks are adhered to, at least 1 hours rest after 4 hours work.

A child unregistered for employment with the Local Authority may not be covered by insurance.

The details in this leaflet are the general rules of child employment. Please refer to the following website for further information;

<https://www.solihull.gov.uk/Business/Child-employment-and-performance>

What happens if an employer does not have a work permit for a child to work?

If an employer does not have a permit for a child to work, the employer can be prosecuted and fined up to £1,000.

A parent/ carer will not be prosecuted.



Child Employment



Children who want a part-time job?

Children under 13 are **not** allowed to work. A child of school age, from age 13 to 16 **must** have a work permit. The work permit is issued by the local authority in which the employer is located. The permit is applied for by the employer and tells you what you can do and the days and hours that you can work.

What kind of work is a child allowed to do?

The kind of work you can do depends on your age. When you are 13 or 14, you can carry out light work:

- Delivering newspapers
- In a shop, including stacking shelves
- In a café or restaurant
- In an office
- In a hairdressers, nail bar or beauty salon
- Washing cars by hand
- In hotels, hostels or bed and breakfast places doing domestic work (but personal care is not allowed)
- Light agricultural or horticultural work (no machinery to be used)
- In riding stables

If you are 14 or over, you can work with your parent on a street stall

What work children are **not** allowed to do?

From age 13 to 16, until you leave school, you are **not** allowed to do any of the following:

- Working in a cinema, nightclub, disco or similar;
- Selling or delivering alcohol, except in sealed containers;
- Selling tobacco or tobacco products;
- Delivering milk, unless the vehicle has a seatbelt fitted;
- Delivering fuel;
- Working in a commercial kitchen;
- Any work more than three metres above the ground or floor;
- Providing personal care for residents in nursing or care homes;
- Telephone sales;
- Collecting money or selling door to door;
- Work involving exposure to harmful biological agents or chemicals;
- Work involving adult material or other situations unsuitable for children;
- Collecting and sorting rubbish;
- Preparing meat for sale in a butcher or slaughterhouse;
- Jobs in a place where there is gambling or with gambling machines;
- Working as an attendant or assistant in a fairground or amusement arcade

IF YOU ARE 12 AND UNDER YOU ARE NOT ALLOWED TO WORK

How many hours can a child work?

13 and 14 year-olds can work:

- up to 1 hour before school, after 7am;
- up to 2 hours after school, before 7pm;
- the total before and after school must be no more than 2 hours a day;
- a maximum of 5 hours on Saturdays;
- a maximum of 2 hours on Sundays, even during school holidays.
- a maximum of 12 hours a week in term time;
- during school holidays, a maximum of 5 hours a day from Monday to Saturday;
- a maximum of 25 hours a week in the holidays, with hours restricted to between 7am and 7pm; and
- You cannot work before 7am or after 7pm, even during school holidays.

15 and 16 year-olds can work:

- up to 1 hour before school, after 7am;
- up to 2 hours after school, before 7pm;
- the total before and after school must be no more than 2 hours a day;
- a maximum of 8 hours a day on Saturdays;
- a maximum of 2 hours on Sundays, even during school holidays.
- a maximum of 8 hours a day from Monday to Saturday in the holidays;
- a maximum of 35 hours in a week in the holidays, with hours; and
- You cannot work before 7am or after 7pm, even during school holidays.