



## Beginners Guide to Employing Children

The Law on the employment of children is straightforward - in outline - and takes a pretty commonsense approach to the subject. The Law is laid down in the Children and Young Persons Act 1933 and The Children (Protection at Work) Regulations 1998. But there will also be local bylaws to consider.

### How the Law defines a child

A child is a young person below the compulsory school leaving age. The leaving age is defined as the last Friday in the June of their 11th year of school. Which should be the summer that they take GCSE exams. Most children would be 16 at this point but some could still be 15.

### When can you employ them?

Different rules apply for different ages and there are also differences between what some local authorities allow (and how they interpret the rules). Children cannot work in certain occupations and a summary of these areas is shown overleaf. During term time children can only work for a short period of time, during holidays a longer period of time. Children must have a 2 week period during the school holidays each year when they are not working.



### What Bureaucracy exists?

If you intend to employ a child then you must obtain a work permit from your local council, the application must be made within 1 week of the young person starting work. The application form is normally signed by the parent, the employer and the school. Application forms can be obtained from the local authorities Education Welfare Officer. The Authority can refuse to issue a work permit!

**Looking for a work permit form? ...we can help! Just get in touch.**

### How much?

The national minimum wage does not currently extend to children below the school leaving age (ie 16). Unless they are classed as an agricultural worker. The amount to pay them is therefore a reasonable amount depending upon the work involved. Check out our Beginners Guide to the National Minimum Wage.

Contact us for a free no-obligation introductory meeting ...



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## Boring but important ...

### What hours can a young person work?

#### Age up to 12

- You cannot employ a child younger than 13.

#### Age 13 & 14

- You cannot employ a child during school hours or before 7 am or after 7 pm on any day.
- They can only work a maximum of 12 hours a week during term time and 25 hours per week during holidays.
- They can only work a maximum of 2 hours a day on a school day.
- They can only work a maximum of 5 hours on a Saturday or holiday day and 2 hours on a Sunday
- You cannot employ a child aged between 13 and 14 except for light work in certain occupations. Bedfordshire's and Buckinghamshire's rules on what sort of work is permissible are summarised below.

#### Age 15 & 16

- You cannot employ a child during school hours or before 7 am or after 7 am on any day.
- They can only work a maximum of 12 hours a week during term time and 35 hours per week during holidays.
- They can only work a maximum of 2 hours a day on a school day.
- They can only work a maximum of 8 hours on a Saturday or holiday day and 2 hours on a Sunday

### What sort of work is permissible?

**13 yr olds** can only carry out light work - ie in the following occupations:

- Café
- Agriculture
- Shop work
- Newspaper delivery
- Hotel
- Horticulture
- Office work
- Car wash
- Restaurant
- Riding stables
- Hairdressing

**Children** cannot work in the following areas:

- Cinema
- Butchers
- Milk delivery
- Telephone sales
- deliver or sell alcohol
- Theatre
- Dance hall
- Fuel oil delivery
- Money collection
- fairground or amusement arcade
- Disco / Nightclub
- refuse collection
- Commercial kitchen
- 3 metres above ground

### Health & Safety

Before employing a young person you need to carry out a risk assessment that specifically considers the dangers to a young person - ie takes particular notice of a young person's immaturity.

### Insurance

Failure to register may cause an insurance problem as The Association of British Insurers have stated that unless a child is registered with their Local Authority, they may not be included under the employer's liability insurance!

### Children on TV

Children who work in TV, theatre, sport or modeling are subject to different regulations.

### Caveat

This beginners guide is no substitute for proper professional advice and no liability is accepted by Jonathan Vowles Chartered Accountants for any action or inaction taken as a result of reading this leaflet.

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