

How many hours can I work?

The number of hours you can work depends on how old you are. Thirteen and 14 year-olds can work:

- up to one hour before school, after 7am;
- up to two hours after school, before 7pm;
- the total before and after school must be no more than two hours a day;
- a maximum of five hours on Saturdays;
- a maximum of 12 hours a week in term time;
- during school holidays, a maximum of five hours a day from Monday to Saturday; and
- a maximum of 25 hours a week in the holidays, with hours restricted to between 7am and 7pm.

When you are 15 or 16 years old or more, you may work longer hours on Saturdays and in holidays as follows:

- a maximum of eight hours a day on Saturdays;
- a maximum of eight hours a day from Monday to Saturday in the holidays; and
- a maximum of 35 hours in a week in the holidays, with hours restricted to between 7am and 7pm.

Am I allowed breaks and holidays?

The law says you must have at least two weeks' holiday a year during a school holiday.

If you are allowed to work four hours or more, you must be given an hour-long break after four continuous hours' work. Most employers will give you more frequent shorter breaks, which is also ok.

I want more information

The form can be downloaded at camden.gov.uk/childworkpermit

You can ring the pupil attendance service on 020 7974 7152

The pupil attendance service is based at 5 Pancras Square

Our address is:

London Borough of Camden
Pupil Attendance Service (105PS)
Town Hall
Judd Street
London
WC1H 9JE

Tel: **020 7974 7152**

Email: ce@camden.gov.uk

Child employment in Camden

Working part-time and the law –
a guide for children and young people



I go to school and want a part-time job – what does the law say?

Many young people under 16 have part-time jobs – before and after school, or during weekends and school holidays.

Anyone who wants to offer you a job, if you are still at school and aged 13 to 16, needs to apply for a permit - even if you are working for your parents.

No permit is needed for babysitting. Children under 13 are not allowed to work.

The law is to keep you safe, protect your free time and make sure your schooling is not affected by working.

Camden's pupil attendance service has produced this leaflet so you know what the law says, what your rights are and what you need to do.

Who needs to apply for a work permit?

Your employer needs to apply to the Council in the area you are working in. If you work in Camden, they must apply to the pupil attendance service at Camden Council.

If you are working part-time, you should ask your employer to apply for a permit. If they don't have a permit, you will not be insured. You could take the form to your employer. Details about how to apply are at the end of this leaflet.

How long will the permit last?

The permit lasts for one year. The employer must renew it each year.



What happens if my employer doesn't have a permit for me to work?

If your employer does not have a permit for you to work, they can be prosecuted and fined up to £1,000. You won't be prosecuted.

What if my employer is breaking the law?

If you know someone who is working without a permit, please let your parents, guardian or teacher know so that they can pass the information on to the Council. You can also contact us directly (see back of this leaflet). The Council's pupil attendance service will either write to your employer or visit. All information is confidential - your employer will not know you have spoken to us.

What kind of work am I 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.

When you are 15 or 16, there are more jobs you can do, but there is some work that is not allowed until you leave school.

What work am I *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.