

Part-time Employment whilst still at school

Definition of Employment: Assisting an individual or organisation in the running of a business to make a profit/surplus

Applies to Young people aged 13 to the end of Compulsory School Age – the last Friday in June of Year 11

Helen Rider– Child Employment Officer

Benefits Of Part Time Work



- **Money** (Though remember - you don't have to be paid to be employed, voluntary work will still require a permit)
- **Work Experience**
- **Social Skills**
- **Life Skills**



Types of work permitted

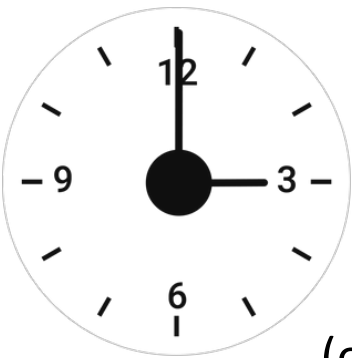
- Paper round
- Shop Work
- Office Work
- Cafes & Restaurants (not in the Kitchen)
- Cleaning
- Light Agricultural or gardening work (no Machinery to be used)
- Work in a Hairdressers (not using chemicals)
- Light work in a Riding Stables
- Coaching & tuition assistant
- Wash cars by Hand
- Party Hosts



APPLY NOW

Employment Not Permitted

- Sell, deliver or serve alcohol
- Deliver milk
- Work in a Commercial kitchen
- Collect money or sell door to door
- Use chemicals
- Collect & Sort Refuse
- Work in Butchers Shops preparing Meat
- Undertake the personal care of residents in an old people's home or similar
- Work on market stalls
- Telephone Sales
- Work more than 3 meters above ground i.e.: Climbing ladders etc.
- Work in a cinema, night club Pub, Bar, Off Licence, Betting shop or similar
- Attendant or assistant in a fairground or amusement arcade
- Undertake any work which involves the use of Machinery
- Deliver fuel
- Undertake any Factory work



Hours – Term Time

- Max 2 hours on a school day
(only up to one hour before the commencement of school)
- Max 2 hours on Sunday

13 to 14 yrs:

- Max 5 hrs on Sat

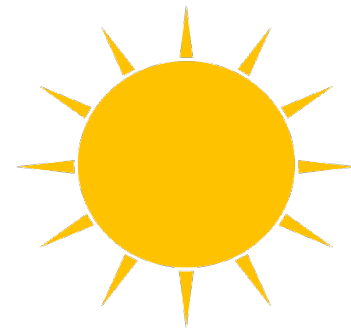
15 to 16 yrs:

- Max 8 hrs on Sat

- Total of 12 hours a week

NOT BEFORE 7AM & NOT AFTER 7PM

Hours – School Holidays



13 to 14 yrs:

- Max 5 hrs per day
Mon to Sat
- Max 2 hrs on Sun
- Total of 25 hrs per
week

15 to 16 yrs:

- Max 8 hrs per day
Mon to Sat
- Max 2 hrs on Sun
- Total of 35 hrs per
week

NOT BEFORE 7AM & NOT AFTER 7PM

You Must Have a Work Permit

- **The Employer MUST apply for a work permit, it is illegal to work without one**
- **You will not be covered by your Employers Liability insurance if you don't have a work permit**
- **Both the Employer & a Parent/Guardian must complete & sign the application form**
- **Work permits are issued by the Local Council where the employment takes place**
- **The employer must undertake a thorough Risk assessment before you start work**

Does not Require a Work Permit

- Babysitting
- Own business
- Odd jobs for neighbours
- Refereeing
- Acting/performing/modelling (a performance licence is required)



Your Rights

You are entitled to:

- 1 hr break after 4 hrs
- a safe working environment, including PPE where necessary
- 2 wks holiday

...although no tax paid on earnings

But there is:

- no minimum wage
- no sick pay
- no pension



REMEMBER!

- **MUST NOT** be harmful to your health, well-being or education
- You MUST have a Work Permit
- Work within the law
- **STAY SAFE!!**



Contact



Follow this link to download an application form:

<https://www.bracknell-forest.gov.uk/sites/default/files/documents/application-form-for-employment-of-children.pdf>

Bracknell Forest Council Child Employment Webpage:

<https://www.bracknell-forest.gov.uk/schools-and-learning/extra-curricular-activities/child-employment>

A Guide to Child Employment: [https://www.bracknell-](https://www.bracknell-forest.gov.uk/sites/default/files/documents/a-guide-to-child-employment.pdf)

[forest.gov.uk/sites/default/files/documents/a-guide-to-child-employment.pdf](https://www.bracknell-forest.gov.uk/sites/default/files/documents/a-guide-to-child-employment.pdf)

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