



Getting a job under school leaving age

Getting a part-time job whilst at school is a great way of earning some extra pocket money and increasing your skills and experience. However, it is important to make sure you do not get exploited, that you are safe and that your school work does not suffer; that's why there are various regulations which restrict the type of job you can do and the hours you can work. This leaflet gives you an overview of these regulations.

Employment Permits

To work under the school leaving age you must have a work permit. Work permits are issued by your local authority (if you live in Derbyshire your local authority will be Derbyshire County Council). It is your employer's responsibility to apply for the permit, but you will also need permission from your parent(s) or carer(s). You and your employer can find out more about work permits and how to apply on the Derbyshire County Council website at www.derbyshire.gov.uk/education/out_of_school/paid_work/work-guidlines/

The local authority will only issue a permit if they believe your employment is legal, safe and will not affect your education; they can take away your permit at any time or refuse to issue one if they believe this is not the case.

What does school leaving age mean?

You are considered to be under school leaving age right up until the official leaving date (this is always the last Friday in June of year 11). This still applies even if you have broken up for study leave or withdrawn from education.

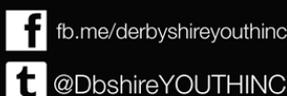
SOMEWHERE TO GO

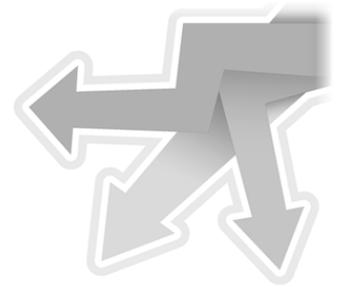
SOMETHING TO LEARN

SOMETHING TO DO

SOMEONE TO TALK TO

SOMETHING TO SAY





How many hours can I work?

The hours you are allowed to work depends on your age. If you are **under the age of 13** you cannot be employed. The only exceptions are performing jobs, such as acting or modeling. Even then, you must have a performance licence which is issued by your local authority.

If you are aged **13** or **14**, you can work the following hours:

During term-time

- Up to 2 hours a day on school days (outside school hours)
- Up to 5 hours on Saturdays and 2 hours on Sundays
- In total, you cannot work more than 12 hours in any week

In school holidays

- Up to 5 hours a day
- In total, you cannot work more than 25 hours in any week

If you are aged **15** or **16** and under school leaving age you can work the following hours:

During term-time

- Up to 2 hours a day on school days (outside school hours)
- Up to 8 hours on Saturdays and 2 hours on Sundays
- In total, you cannot work more than 12 hours in any week

In school holidays

- Up to 8 hours a day
- In total, you cannot work more than 35 hours in any week

Nobody under school leaving age can work before 7:00am or after 7:00pm on any day.

SOMEWHERE TO GO

SOMETHING TO LEARN

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SOMEONE TO TALK TO

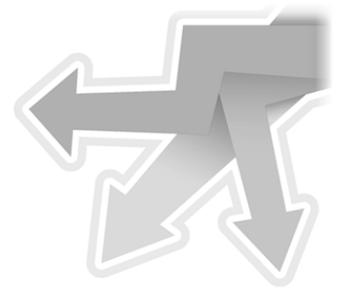
SOMETHING TO SAY



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What kinds of work can I do?

Here are the types of employer young people **cannot** work for, regardless of age:

- Work in a cinema, theatre, disco, dance hall or night club
- Work in a commercial kitchen
- Work in a slaughter house, butcher or prepare meat for sale
- Work in a fairground, amusement arcade or any premises with game or gambling machines

You also **cannot** do any work which involves;

- Working more than three metres off the ground
- Dealing with harmful chemicals
- Collecting or sorting refuse
- Work wherever there is access to adult material unsuitable for children
- Be responsible for the personal needs of residents in care or nursing homes
- Sell or deliver alcohol (except in sealed containers)
- Deliver milk or fuel
- Collect money, sell or canvas door-to-door or by telephone

You **can** do 'light work' which includes:

- Newspaper delivery
- Shop work, including shelf stacking
- Hairdressing salons
- Office work
- Cafes or restaurants
- Agricultural or horticultural businesses
- Riding stables, kennels or catteries

SOMEWHERE TO GO

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