

**CAERPHILLY COUNTY BOROUGH COUNCIL  
DEPARTMENT OF EDUCATION AND LEISURE**

Children & Young Persons Acts 1933,1963, Education Act 1996, The Children (Protection at Work) Regulations 1998

**EMPLOYMENT OF CHILDREN BYELAWS 1999**

**Hours of work that are allowed:**

**If you work, the following rules apply until you reach school-leaving age.**

**An application form signed by your parents and employer should be completed and sent to the address below before you start working.**

<b>When you are</b>	<b>You can work on</b>	<b>During the following hours -</b>
<b>13 &amp; 14</b>	SCHOOL DAYS	Not more than a total of 2 hours in one day during the following periods: a) In the morning between 7am and the start of school (1 hour max) b) In the evening between close of school and 7pm.
	SATURDAYS*	5 hours a day between 7am and 7pm
	SUNDAYS	2 hours a day between 7am and 7pm
	SCHOOL HOLIDAYS*	5 hours a day on any weekday (except Sundays) between 7am and 7pm, but total hours worked each week must not exceed 25 hours. You must have 2 consecutive weeks break in a year and they must be taken during the school holidays.
<b>When you are  15</b>	SCHOOL DAYS	Not more than a total of 2 hours in one day during the following periods: a) In the morning between 7am and the start of school (1 hour max) b) In the evening between close of school and 7pm
	SATURDAYS*	8 hours a day between 7am and 7pm
	SUNDAYS	2 hours a day between 7am and 7pm
	SCHOOL HOLIDAYS*	8 hours a day on any weekday (except Sundays) between 7am and 7pm, but total hours worked each week must not exceed 35 hours. You must have 2 consecutive weeks break in a year and they must be taken during the school holidays.
<b>When you are  16</b>	The hours of employment specified for 15 year olds will apply to you whilst you are of compulsory school age. If you wish, you are legally able to leave school on the last Friday in June in the school year in which you reach the age of 16.  You are not able to take up full-time employment until after that date.	

**\*No child of any age may work more than 4 hours in any day without a rest break of 1 hour**

Application forms and the byelaws detailing permitted employment and specifying other conditions may be obtained from:  
The Educational Welfare Officer at your school or  
**Caerphilly County Borough Council, Education Welfare Service,  
Penallta House, Tredomen Park, Ystrad Mynach, Hengoed. CF82 7PG  
Telephone: 01443 866 689**

## WORK THAT IS ALLOWED

<b>When You Are 13</b>	You may only be employed in 'light work' on one or more of the following: <ul style="list-style-type: none"><li>- Agricultural or horticultural work</li><li>- Delivery of newspapers, journals and other printed material.</li><li>- Shop work, including shelf stacking</li><li>- Hairdressing salons</li><li>- Office work</li><li>- Car washing by hand in a residential setting</li><li>- in a café or restaurant</li><li>- in riding stables</li><li>- domestic work in hotels and other establishments offering accommodation</li></ul>
<b>When you Are 14 &amp; 15</b>	You may be employed only in light work.  You may engage in street trading <u>if</u> you are employed by your parent in connection with their business <u>and</u> if you are supervised by them, or if you have been granted a street traders licence by the local authority
<b>When you Are 16</b>	The above restrictions will still apply whilst you are of compulsory school age (see overleaf)

### **Prohibited employment for all children of compulsory school age**

No child of any age may be employed

- in a cinema, theatre, discotheque, dance hall or night club, except in connection with a performance given entirely by children
- to sell or deliver alcohol, except in sealed containers
- to deliver milk
- to deliver fuel oils
- in a commercial kitchen
- to collect or sort refuse
- in any work which is more than three metres above ground level or, in the case of internal work, more than three metres above floor level
- in employment involving harmful exposure to physical, biological or chemical agents
- to collect money or to sell or canvas door to door, except under the supervision of an adult
- in work involving exposure to adult material or in situations which are for this reason otherwise unsuitable for children
- in telephone sales
- in any slaughterhouse or in that part of any butcher's shop or other premises connected with the killing of livestock, butchery, or in the preparation of carcasses or meat for sale
- as an attendant or assistant in a fairground or amusement arcade or in any other premises used for the purpose of public amusement by means of automatic machines, games of chance or skill or similar devices
- in the personal care or residents of any residential care home or nursing home unless under the supervision of a responsible adult