

# Students Guide

## Facts you need to know about doing a part-time job

At school and looking for part-time work? Then this guide is for you!

### Q How old do I have to be to work part-time?

You have to be 13 years old to be able to work part-time.

### Q Can I do whatever Job I like?

No, when you are 13 the law only lets you be employed in light work, for example:

- On a farm or market garden
- Delivering newspapers
- In a shop
- In a hairdressers In an office
- Washing cars - but not in garages
- Waiting on tables in a cafe or restaurant
- In a livery and riding stables
- In kennels or cattery

### Q When can I work?

You can only work **after 7 o'clock in the morning or before 7 o'clock in the evening, then:**

13 to 14 Years	
When	How Long
School days	Not more than <b>2 hours</b> a day outside school hours
Saturdays	<b>5 hours</b>
Sundays	<b>2 hours</b> (between 7am and 7pm)
School holidays	<b>5 hours</b> a day (maximum 25 hours a week)

15 to 16 Years	
When	How Long
School days	Not more than <b>2 hours</b> a day outside school hours
Saturdays	<b>8 hours</b>
Sundays	<b>2 hours</b> (between 7am and 7pm)
School holidays	<b>8 hours</b> a day (maximum 35 hours a week)

### Q Are there any jobs that I'm not allowed to do or places I can't work?

**Yes, there are jobs you can't do - for example:**

- Selling or delivering alcohol
- Selling cigarettes or medicines
- Being involved in gambling
- Selling on a street
- Door to door sales work, or collecting money
- Work using dangerous machinery Telephone sales
- Delivering milk Delivering fuel oils
- Domestic work in hotels and other establishments offering accommodation
- Collecting or sorting refuse
- Any job which may cause you harm or injury

**Yes. There are places where you can't work - for example:**

- In a pub or club
- In an amusement arcade or fairground In a billiard, snooker or pool hall
- In a warehouse or factory
- In any slaughterhouse or butcher's shop In a commercial kitchen or chip shop
- In the personal care of residents of any residential care home or nursing home
- In a theatre, cinema or disco (unless you are licensed to perform there by the Local Authority)

### Q What do I need to do when I start work?

Your employer must register you with the Local Authority, who will issue you with an Employment Permit.

You will have to get your parents'/ carers' and the school's consent.

**The Permit is Free.**

### Q Why do I need to be registered for work?

- Children & Young persons Act 1933 says so.
- You may not be covered by insurance
- To protect yourself

### Q Do these rules apply to 'work experience'?

No, this is an approved school activity **not** part-time employment

### Q Can I be stopped from working?

Yes, your employer will be told to end your job if:

- You don't attend school
- You are late for school
- Your school work suffers
- Your health suffers

## Important things to remember

- Your employer is responsible for your health, safety and welfare when you are working
- Your employer must provide protective clothing where necessary
- Even if you work for your parents in a family business you must be registered

### Q Is there anything else I should know?

The details in this leaflet are the general rules of child employment

The details outlined in this leaflet are general rules in relation to child employment. Further information can be obtained from visiting:

**[www.redbridge.gov.uk](http://www.redbridge.gov.uk)**