

**DURHAM COUNTY COUNCIL**  
**Children and Young Persons Act 1933, Durham County Council Byelaws 1998**  
**NOTIFICATION OF CHILD EMPLOYMENT**

This form must be forwarded by the employer within **one week** of employing a child to:  
Child Employment Officer, Durham County Council, Children and Young people's Services, County Hall, Durham,  
DH1 5UJ. Tel: 03000 265907. Email [margot.bland@durham.gov.uk](mailto:margot.bland@durham.gov.uk) or [wendy.curtis@durham.gov.uk](mailto:wendy.curtis@durham.gov.uk)

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**SECTION 1 - TO BE COMPLETED BY THE PARENT/GUARDIAN**

Name of Child ..... Date of Birth ..... M/F .....

Address.....

..... Post Code .....

Telephone No. ....

School .....

**PARENTAL CONSENT**

I have no anxiety regarding my child's health and I am unaware of any medical reason that would prevent him/her from carrying out the proposed employment. I agree to the school doctor examining my child if this is thought to be necessary.

Signed ..... Date .....

*Parent/Guardian*

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**SECTION 2 - TO BE COMPLETED BY THE EMPLOYER**

Name of Employer .....

Business Address.....

..... Post Code.....

Telephone No. .... Nature of Business .....

Nature of child's employment .....

Place of child's employment .....

**HOURS OF CHILD'S EMPLOYMENT**

School Days before school from .....am to .....am

after school from ..... pm to .....pm

Saturdays & School Holidays from ..... to .....

Sundays from ..... to .....

I hereby forward particulars of a child of compulsory school age who is employed by me, as required by the Durham County Council Byelaws on the Employment of Children (1998). I confirm I have carried out an appropriate risk assessment.

Signed ..... Date .....

*Employer*

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**FOR OFFICE USE ONLY**

Form Received ..... Date to Typing ..... Date Returned .....

Permit Number ..... Permit Issued .....

## EMPLOYMENT OF CHILDREN

### EXTRACTS FROM THE REGULATIONS RELATING TO HOURS & CONDITIONS OF EMPLOYMENT

- ❑ No child under the age of 13 years may be employed.
- ❑ Children may not be employed:
  - for more than 1 hour before school on any school day;
  - before 7am or after 7 pm;
  - for more than 2 hours on any school day;
  - for more than 2 hours on any Sunday;
  - for more than 12 hours a week during term-time;
  - for more than 8 hours (or if under 15 years, for more than 5 hours) on school holidays and Saturdays;  
(weekly maximum of 35 hours or, if under 15 years, weekly maximum of 25 hours)
  - for more than 4 hours without a rest break of 1 hour;
  - without a break of two weeks during school holidays in any year;
  - in any occupation prohibited by legislation or local byelaws.
- ❑ No child may be employed in any work out of doors unless wearing suitable clothes and shoes.
- ❑ A child may be employed only in accordance with the details shown on his/her employment permit.
- ❑ The Local Authority may amend a child's employment permit on the application of the employer.
- ❑ The Local Authority may at any time revoke a child's employment permit if it has reasonable grounds to believe:
  - that the child is being illegally employed;
  - that his/her health, welfare or ability to take advantage of his/her education are suffering or likely to suffer as a result of the employment.
- ❑ A child must produce his/her employment permit for inspection when required to do so by an authorised officer of the Authority or a police officer.
- ❑ If a young person is employed in contravention of the legislation or byelaws, the employer will be liable on summary conviction to a fine not exceeding level 3 on the standard scale,

**For further information or advice regarding the employment of children please contact:**

**The Child Employment Officer  
Children and Young People's Services  
County Hall  
Durham  
DH1 5UJ  
Telephone 03000 265907**