



PART TIME EMPLOYMENT FOR YOUNG PEOPLE AGED 13 TO 16

Bury
Council

**Employer's
Guide**

A young person is employed if they assist in any activity carried out for profit whether or not they are being paid or volunteering. This even applies if the young person is helping out with the family business.

When can they work?



A young person **must be at least 13 years old to work and cannot work before 7.00am or after 7.00pm on any day** (even during the school holidays). A

young person cannot work full time until they have left school. During term time, children aged 13 to 16 can work up to 12 hours per week:

2

On school days for up to two hours, between the hours of 7am and 7pm*

5

On Saturdays for up to five hours for 13 and 14 year olds

8

On Saturdays up to eight hours for those aged 15 and 16

2

On Sundays for up to two hours

*Not when school is in session and only for a maximum of one hour before the school day and 2 hours after school.

During school holidays, children can work:

5

Up to five hours a day and for up to 25 hours per week if they're aged 13-14

8

Up to eight hours a day and for up to 35 hours per week if they're aged 15 or 16

A young person remains subject to these regulations until the end of June, even if they become 16 years old in that school year and every young person must have **two consecutive weeks** away from work during the school holidays each year.

What are the benefits?

There are many benefits to school age young people having a part time job, such as:

- Providing young people with employability skills in preparation for leaving full time education
- Improving young people's chances of securing apprenticeship, college place or full time job
- Young people could be your future workforce or managers of the future
- Young people can work extra hours in school holidays when other staff might need to take time off

Your responsibility

You are responsible for:

- The health, safety and welfare of the young people you employ, and to carry out risk assessments
- Ensuring the young person has appropriate clothing and shoes including protective clothing where necessary
- Providing rest breaks (at least one hour of rest after four hours work)
- Insured against injury should they be involved in an accident while at work

Remember you must also license your child if you intend to employ them in your own or family business and you must adhere to all the employer's responsibilities as outlined in the Employer's Guide.

You are liable to prosecution if you:

- Do not register your school age employees
- Employ young person of school age in a prohibited occupation
- Allow young people of school age to work outside the hours permitted by the byelaw
- Allow young people of school age to work in any of the situations shown below

Bury Council byelaws state that no child of any age may be employed:

- In a cinema, theatre, discotheque, dance hall or night club (unless licensed to perform there)

- 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 or in 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 canvass door to door
- In telephone sales
- In work involving exposure to adult material or situations which are for this reason otherwise unsuitable for children
- In any slaughterhouse or in that part of any butcher's shop or other premises connected with killing of livestock, butchery, or 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 of residents of any residential care home or nursing home