



NW
NORWOOD UK

Employing Children

EMPLOYING CHILDREN

25.1 The Children (Protection at Work) Regulations 1998 came into force with effect from 4 August 1998. These Regulations cover all children aged 15 and under. The key points of the Regulations are as follows:

	Age 13 to 15	Age 15
During School term time	2 working hours on weekdays 5 working hours on Saturdays 2 working hours on Sundays	2 working hours on weekdays 8 working hours on Saturdays 2 working hours on Sundays
During School holidays	5 working hours on weekdays 5 working hours on Saturdays 2 working hours on Sundays	5 working hours on weekdays 8 working hours on Saturdays 2 working hours on Sundays
Weekly Limit	25 working hours	35 working hours

No child must work for more than 4 hours without a rest break of 1 hour

A child must have at least two consecutive weeks' break during one of the School holiday periods in each year.

25.2 If you currently employ, or believe that you are likely to employ, anyone under the age of 16 you must contact the HR Department to ensure that you are aware of any other relevant aspects of the Regulations.

25.3 The Management of Health and Safety at Work Regulations (1992) as amended by the Health and Safety (Young Persons) Regulations (1997) require that all employers must assess the risks to young persons under 18 years old, before they start work. The risk assessment must take into account their inexperience, lack of awareness of potential risks, provide information to parents of school age children about the risks and control measures in place, and comply with any prohibitions relating to certain types of work.

25.4 Further information on the health and safety regulations relating to the employment of Young People can be obtained from the HR Department.

Signed for and on behalf of the company

A handwritten signature in blue ink, appearing to read 'Jo Shuttlewood'.

Jo Shuttlewood – HR Director