Statement of Intent to Employ Minor and Request for Work Permit

NOT A WORK PERMIT - PRINT ALL INFORMATION EXCEPT SIGNATURES

FORM ISSUE DATE _____

DATE RETURNED _____

School Name	Phone
TEMESCAL CANYON HIGH SCHOOL	951-253-7250

Street Address	City	Zip
28755 EL TORO ROAD	LAKE ELSINORE	92532

OFFICIAL USE ONLY ELIGIBILITY VERIFICATION		
GRADES	ATTEND	INITIALS

STUDENT

Name of Minor (last) (first) (initials)	Student ID	Social Security Number

Street Address	City	Zip

Home Phone	Age	Date of Birth	Grade	Counselor

EMPLOYER

Name of Company (Employer)	Phone No.	Ext.	Fax	Email

Street Address	City	Zip Code	Minor's Work Duties

Maximum Number of Hours of Employment When School Is In Session: Mon ___ Tue ___ Wed ___ Thu ___ Fri ___ Sat ___ Sun ___ Wkly Max ___	Hourly Wage	Workers' Compensation Carrier

PARENT'S STATEMENT This minor is being employed at the place of work described with my full knowledge and consent. I hereby certify that, to the best of my knowledge, the information herein is correct and true. I request that a work permit be issued.

In addition to this employer, my child is working for: _____

Date _____ Signature of Parent or Legal Guardian _____

EMPLOYER'S STATEMENT In compliance with California labor laws, this employee is covered by Workers' Compensation Insurance. This business does not discriminate unlawfully on the basis of race, ethnic background, religion, sex, color, national origin, ancestry, age, physical handicap, or medical condition. I hereby certify that, to the best of my knowledge, the information herein is correct and true.

Supervisor's Name (Print) _____

Date _____ Supervisor's Signature _____

FOR SCHOOL TO COMPLETE

Evidence of Minor's Age _____ Signature of Verifying Authority _____

WORK PERMIT TYPE

☐ Regular ☐ Vacation ☐ Work Experience Education

☐ Year-Round ☐ Other

General Summary of Minors' Work Regulations

- **If federal laws, state laws and school district policies conflict, the more restrictive law (that which is most protective of the employee) prevails.**
- Generally, minors must attend school until age 18 unless they are 16 years or older and have graduated from high school or received a state Certificate of Proficiency.
- Employers of minors required to attend school must complete a "Statement of Intent to Employ Minor and Request for Work Permit" (form B1-1) for the school district of attendance for each such minor.
- Employers must retain a "Permit to Employ and Work" (form B1-4) for each such minor.
- Work permits (B1-4) must be retained for three years and open at all times for inspection by sanctioned authorities.
- A work permit (B1-4) must be revoked whenever the issuing authority determines the employment is illegal or is impairing the health or education of the minor.

Minors under the age of 18 may not work in occupations declared hazardous for young workers as listed below:

1. Coal mining
2. Excavation operation
3. Explosives
4. Logging and sawmilling
5. Manufacturing brick, tile products
6. Motor vehicle driving/outside helper
7. Other mining
8. Power baking machines
9. Power-driven hoists/forklifts
10. Power-driven meat slicing/processing
11. Power-driven metal forming, punching, and shearing machines
12. Power-driven paper products/paper-baling machines
13. Power-driven woodworking machines
14. Power saws and shears
15. Radiation exposure
16. Roofing
17. Wrecking, demolition

For more information about hazardous occupations, contact the U.S. Department of Labor (Child Labor Bulletins 101 and 102) and the California Department of Industrial Relations, Division of Labor Standards Enforcement. Regional offices are located in several California cities. They are listed in the "Government Listings" sections of telephone directories.

- Minors younger than 16 years are allowed to work only in limited, specified occupations which exclude baking, manufacturing, processing, construction, warehouse, and transportation occupations.
- In addition to safety regulations, labor laws applicable to adult employees are also generally applicable to minor employees, including workers' compensation insurance requirements.
- Child labor laws do not generally apply to minors who deliver newspapers or work at odd jobs, such as yard work and baby-sitting, or in private homes where the minor is not regularly employed.
- A day of rest from work is required if the total hours worked per week exceed 30 or if more than 6 hours are worked on any one day during the week.

Hours of Work

16 – 17 When school is in session: Daily maximum 4 hours, Monday through Thursday. May work up to 8 hours on any nonschool day or on any day that precedes a nonschool day. May be permitted to work up to 48 hours per week.
Students in Work Experience Education programs may be permitted to work a maximum of 8 hours on a schoolday.
When school not in session: May work up to 48 hours per week but no more than 8 hours in any one day.

Work must be performed no earlier than 5:00 a.m. nor later than 10:00 p.m. except that work may extend to 12:30 a.m. on nights preceding nonschool days. **Students in Work Experience Education** programs may be authorized to work until 12:30 a.m. on nights preceding school days with specified written permission.

14 – 15 When school is in session: On schooldays, daily maximum 3 hours. On non-schooldays may work 8 hours. Weekly maximum 18 hours. Students in **Work Experience Education** and career exploration programs may work up to 23 hours per week.
When school is not in session: Daily maximum 8 hours and weekly maximum 40 hours.

May not work during public school hours except students in **Work Experience Education** or career exploration programs.
Work must be performed no earlier than 7:00 a.m. nor later than 7:00 p.m. any day of the week. From June 1 to Labor Day work hours may be extended to 9:00 p.m.

Younger than 14: Labor laws generally prohibit nonfarm employment of children younger than 14. Special rules apply to agricultural work, domestic work and the entertainment industry.