ROYAL HIGH SCHOOL

PURSUING EXCELLENCE IN ACADEMICS, ARTS, ATHLETICS, & ACTIVITIES

Dear Parents:

For a student to obtain a work permit and keep it valid, it is the Simi Valley Unified School District Policy that students maintain satisfactory grades and attendance.

California Education Code 49164 states in regard to work permit cancellations or revocation of work permits, “A permit to work shall be revoked by the issuing authority when satisfied that the employment of the minor is impairing the health or ***education of the minor***, or that any provision or condition of the permit is being violated, or that the minor is performing work in violation of any provision of the law.”

It is the Simi Valley Unified School District Policy that students must:

- **Maintain a 2.0 G.P.A. (Grades this semester will determine eligibility next semester).**
- **Maintain a 90% Attendance Rate.**
- **Have 6 or fewer Period Truants.**

Students are expected to meet the Work Permit Policy to qualify for a work permit. Students who DO NOT meet the Work Permit Policy Standards may not be issued a work permit and/or the current work permits may be revoked.

This application must be ENTIRELY completed BEFORE being submitted to us. A work permit will be typed ONLY when ALL information is given. Work Permits are typed 9:00 AM to 2:00 PM and may take 24 to 48 hours to process.

If you have any questions, please call the Work Experience Office during the following hours:

Mr. Tauber, Work Experience Coordinator	(805) 306-4875 x2884
Mrs. Cynthia Schwarz, Work Experience Assistant	(805) 306-4875 x2885
Office Hours: 9AM to 2PM	

Thank you,

Work Experience Office

Date_____ _____

Parent/Guardian Signature

_____

Student Signature

STATE OF CALIFORNIA DEPARTMENT OF EDUCATION

STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR A WORK PERMIT–CERTIFICATE OF AGE

CDE Form B1-1 (Rev. 02-14)

A "STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR A WORK PERMIT–CERTIFICATE OF AGE" form (CDE Form B1-1) shall be completed in accordance with California *Education Code* 49162 and 49163 as notification of intent to employ a minor. This form is also a Certificate of Age pursuant to California *Education Code* 49114.

(Print Information)

Minor's Information

Minor's Name *(First and Last)* | Home Phone | Grade

Home Address | City | Zip Code

Birth Date | Social Security Number | Age | Student's Signature

School Information

Royal High School (School Name) | 805-306-4875 (School Phone)

1402 Royal Ave. (School Address) | Simi Valley (City) | 93065 (Zip Code)

To be filled in and signed by parent or legal guardian

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 and belief, the information herein is correct and true.

Parent's Name (*Print First and Last*) | Parent's Signature | Date

To be filled in and signed by employer

Business Name or Agency of Placement | Business Phone | Supervisor's Name

Business Address | City | Zip Code

Employer's Maximum Expected Work Hours: _____ hours per day _____ hours per week

Describe nature of work to be performed: _____

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, sexual orientation, 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.

Employer's Name *(Print First and Last)* | Employer's Signature | Date

For authorized work permit issuer use ONLY

Maximum number of work hours when school is in session:

Mon	Tues	Wed	Thur	Fri	Sat	Sun	Total

Maximum number of work hours when school is not in session:

Mon	Tues	Wed	Thur	Fri	Sat	Sun	Total

School Records
Proof of Minor's Age *(Evidence Type)*

Cynthia Schwarz, Work Experience Assistant
Verifying Authority's Name and Title *(Print)*

Verifying Authority's Signature

Check Permit Type:

- ☐ Full-time
- ☐ Restricted
- ☐ General
- ☐ Work Experience Education, Vocational Education, or Personal Attendant
- ☐ Workability

GPA: Attendance: Truancies:

For more information about child labor laws, contact the U.S. Department of Labor at http://www.dol.gov/, and the State of California Department of Industrial Relations, Division of Labor Standards Enforcement at http://www.dir.ca.gov/DLSE/dlse.html.