Information on Minors and Employment

Almost all minors under the age of 18 are subject to California's child labor protections. Under the California Labor Code, "minor" is defined as any person under the age of 18 years required to attend school under the provisions of the Education Code, and any person under age six. "Dropouts" are subject to California's compulsory education laws, and thus are subject to all state child labor law requirements. Emancipated minors, while subject to all California's child labor laws, may apply for a work permit without their parents' permission.

Child labor laws

The <u>Division of Labor Standards Enforcement's child labor law booklet</u> contains comprehensive information about child labor laws, school attendance, wage, hour, and age requirements, restrictions, employer requirements and work permits. For table summaries of child labor law requirements and restrictions arranged by age, and for a summary of penalties which may be imposed for violating child labor laws, click <u>here</u>. The booklet also contains references and links to the state <u>Labor Code</u>, the <u>Education</u> <u>Code</u> and other relevant laws and regulations.

Work permits

Except in limited circumstances defined in law and summarized in the <u>child labor law</u> <u>booklet</u>, all minors under 18 years of age employed in the state of California must have a permit to work.

Prior to permitting a minor to work, employers must possess a valid permit to employ and work. The permit to employ and work are issued on the same form. A permit to employ and work in industries other than entertainment is usually issued by an authorized person at the minor's school. During summer months or when school is not in session the work permit is obtained from the superintendent of the school district in which the minor resides.

Typically, after an employer agrees to hire a minor, the minor obtains from his or her school a Department of Education form entitled "<u>Statement of Intent to Employ Minor and Request</u> for Work Permit". The form must be completed by the minor and the employer and signed by the minor's parent or guardian and the employer. After returning the completed and signed form to the school, school officials may issue the permit to employ and work.

Permits issued during the school year expire five days after the opening of the next succeeding school year and must be renewed.

Entertainment work permits

Minors aged 15 days to 18 years employed in the <u>entertainment industry</u> must have a permit to work, and employers must have a permit to employ, both permits being issued by the <u>Division of Labor Standards Enforcement</u>. These permits are also required for minors

making phonographic recordings or who are employed as advertising or photographic models. Permits are required even when the entertainment is noncommercial in nature. There is no fee to obtain an entertainment work permit. The permit can be obtained by the new on-line application process, by mail or in person. If you are a parent or guardian who wishes to apply for an Entertainment Work Permit for a Minor on-line, click on the Permits link above. If you wish to apply by mail or in person, the application for permission to work in the entertainment industry must be filled out completely and mailed, along with any required documents and a pre-addressed, stamped envelope, to any office of the Division of Labor Standards Enforcement. To find the nearest DLSE office, use the division's office locator. Please note that the Van Nuys Office, located at 6150 Van Nuys Blvd, Room 100, (818-901-5484) is available for walk-in service. Effective August 15, 2011 the hours of the Van Nuys Minors Entertainment Work Permit Unit will change. Due to the current state budget constraints and inability to fully staff the Unit, the new hours will be Monday through Friday, 9:00 a.m. to noon and 1:00 p.m. to 4:00 p.m. The Unit's office will be closed from noon to 1:00 p.m. We will continue to strive to offer the best service possible and believe the new hours will allow for enhanced efficiencies in the processing of permit applications. We appreciate your understanding and cooperation.

In addition to the standard six month Entertainment Work Permit, there is now a <u>10 Day</u> <u>Temporary Entertainment Work Permit</u> which parents guardians can apply for on-line. The 10 day Temporary Entertainment Work Permit is subject to the following requirements:

- Minor must be between the ages of 15 days and 16 years
- Have never applied for a 6 Month Entertainment Permit
- Have not previously applied for a 10 Day Temporary Entertainment Work Permit
- There is a fee for the 10 Day Temporary Entertainment Work Permit.

Employers intending to employ minors in the entertainment industry must complete the <u>application for permission to employ minors in the entertainment industry</u> and submit it, along with proof of workers' compensation insurance coverage, to any <u>Division of Labor</u> <u>Standards Enforcement office</u>. To find a DLSE office, use the division's <u>office locator</u>. **Additional information**

Assembly Bill 1900 (Chapter 1175, Statutes of 1994) also known as the Omnibus Child Labor Reform Act of 1993 became effective on January 1, 1995. Among other provisions, the bill added Labor Code §1393, authorizing the Labor Commissioner, Chief of the Division of Labor Standards Enforcement (DLSE) within the Department of Industrial Relations, to grant exceptions to the limitation of the number of hours that 16- and 17-year-old minors may work in a day at an agricultural packing plant during peak harvest season when school is not in session. The law authorized the Labor Commissioner to grant an exemption to allow minors to work up to ten hours per day, rather than eight hours, if the additional work hours did not materially affect the safety and welfare of the minor. An application for an exemption shall be made by an employer on a form provided by the Labor Commissioner, and a copy of the application shall be posted at the employer's place of employment at the time the application is filed with the Division.

Employers must follow all relevant health and safety laws to keep young workers safe on the job. Visit <u>Cal/OSHA's Web site</u> for more information on health and safety laws and regulations in California.

Job safety and labor law tips are also available for a variety of industries in English and Spanish on the <u>e-youngworkers Web site</u>.

ENTERTAINMENT INDUSTRY— SUMMARY CHART AGE	WORK TIME	SCHOOL <u>IN</u> SESSION	SCI	K TIME HOOL <u>NOT</u> SESSION	CONCURRENT REQUIREMENTS
15 days to 6 months		20 minutes work activity 2 hrs. max at employment site		[8 CCR 11751 Parent or guard CCR 11757] 1 studio teached present for each days to 6 week 11755.2] 1 studio teached present for each weeks to 6 mo 11760, 11755. May not be ex	dian must be present. [8 er and 1 nurse must be bh 3 or fewer infants 15 as old. [8 CCR 11760, er and 1 nurse must be bh 10 or fewer infants 6 nths old. [8 CCR 2] posed to light exceeding es for more than 30
May only be employed bet	ween 9:30 a.m. a	and 11:30 a.m. or between 2:30 p.	.m. and 4		
6 months to 2 years		2 hours work activity4 hours max at employment siteBalance for rest and recreation	2	unless the min graduate or eq 11751] High S	k and employ required or is a high school uivalent. [8 CCR chool graduates may be
May only be employed between 5 a.m. and 12:30 a.m. [LC 1308.7]					ent or guardian must be ent. [8 CCR 11757]
2 years to 6 years		3 hours work activity 6 hours max at employment site Balance for rest and recreation		Studio teacher must be present. [8 CCR 11751.1] 1 studio teacher required per 10 minors. [8 CCR 11755.1]	
May only be employed bet [LC 1308.7]	ween 5 a.m. and			1 stu mine holie and	idio teacher per 20 ors on weekends, days, and school breaks vacations. [8 CCR 55.1]
6 years to 9 years	4 hours work activity3 hours school1 hour rest and recreation8 hrs. max at employment site		6 hours work activity 1 hour rest and		Studio teachers are responsible for the health, safety, and morals of the minor. [8CCR 11755.2]
May only be employed between 5 a.m. and 12:30 a.m. (to 10 p.m. preceding schooldays \geq 4 hours).[LC 1308.7]				thro betw and seve be tu hour	ors in grades one ugh six must be tutored veen the hours of 7 a.m. 4 p.m. Minors in grades on through twelve must utored between the rs of 7 a.m. and 7 p.m. 48225.5]

9 years to 16 years May only be emplo	3 hours school		s work activity our rest and ion	Permits to work and employ required unless a high school graduate or equivalent. High school graduates may be employed as adults.
A X	schooldays \geq 4 hours).[LC 1308.7]	0.1	1''	Studio teacher need
16 years to	ears 6 hours work activity 3 hours school		s work activity rest and	only be present for
18 years	1 hour rest and recreation 10 hrs. max at employment site	recreat		minors' schooling if minor still required to attend school.
	by between 5 a.m. and 12:30 a.m. (to schooldays \geq 4 hours).[LC 1308.7]			
I		Compute work hours for each age group by subtracting 6 hours from the max time at employment site for tutored minors when school in session. The difference is the maximum work hours for these minors. Thus, 9 to16 year-olds who attend regular school may only work up to 3 hours on a schoolday. The 1- hour of rest and recreation is not required, but the workday may be extended one-half hour by a meal period. No work permitted during regular school hours. Exception: Minors 14 and over may work up to 8 hours during regular school hours for each of 2 consecutive days if excused with the school's written permission. [8 CCR 11760]		
		hours in a day. over 48 hours i No exceptions		
		Workdays exte hour for a meal 11761] Meals r of call time and	re not work time. Inded up to one-half period. [8 CCR must be within 6 hours d/or previous meal rs may require an riod.	
		Travel betweer work time. Up	n studio and location is to 45 minutes travel on, overnight lodging to	

	work site is not generally considered work time. Travel between school or home and studio is not work time. [8 CCR11759]
Day's End	12 hours must elapse between dismissal and next day's call time. No exceptions. [8 CCR11760]
Make-up Off Set	Make-up in minor's home by persons employed on the same project is work time, and may not begin before 8:30 a.m. 12 hours must elapse between dismissal and the beginning of the next day's make-up/hairdressing. [8 CCR 11763]
Out of State	California employers who employ resident minors outside of California under contractual arrangements made within California, must comply with all California child labor laws and regulations. [8 CCR 11756]