

STATEMENT OF INTENT TO EMPLOY MINOR AND REQUEST FOR WORK PERMIT

CDE B1-1 (REV. 04-10)

General Summary of Minors' Work RegulationsFLSA-Federal Labor Standards Act, CDE-California Department of Education, *EC-California Education Code*, *LC-California Labor Code*

- **If federal laws, state laws, and school district policies conflict, the more restrictive law (the one most protective of the minor) prevails. (FLSA)**
 - Employers of minors required to attend school must complete a "Statement of Intent to Employ Minor and Request for Work Permit" (CDE B1-1) for the school attendance for each such minor. (*EC 49162*)
 - Employers must retain a "Permit to Employ and Work" (CDE B1-4) for each such minor. (*EC 49161*)
 - Work permits (CDE B1-4) must be retained for three years and be available for inspection by sanctioned authorities at all times. (*EC 49164*)
 - A work permit (CDE B1-4) must be revoked whenever the issuing authority determines the employment is illegal or is impairing the health or education of the minor. (*EC 49164*)
 - A day of rest from work is required in every seven days, and shall not exceed six days in seven. (*LC 551, 552*)
- Minors under the age of 18 may not work in environments declared hazardous or dangerous for young workers, examples listed below: (*LC 1285-1312*)
1. Explosive exposure
 2. Motor vehicle driving/outside helper
 3. Roofing
 4. Logging and sawmilling
 5. Power-driven woodworking machines
 6. Radiation exposure
 7. Power-driven hoists/forklifts
 8. Power-driven metal forming, punching, and shearing machines
 9. Power saws and shears
 10. Power-driving meat slicing/processing machines

HOURS OF WORK

| 16 & 17 Year Olds | 14 & 15 Year Olds | 12 & 13 Year Olds |
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| Must have completed 7 th grade to work while school is in session. (<i>EC 49112</i>) | Must have completed 7 th grade to work while school is in session (<i>EC 49112</i>) | Labor laws generally prohibit non-farm employment of children younger than 14. Special rules apply to agricultural work, domestic work, and the entertainment industry. (<i>LC 1285-1312</i>) |

School In Session

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| 4 hours per day on any school day (<i>EC 49112; 49116; LC 1391</i>) 8 hours on any non-school day or on any day preceding a non-school day. (<i>EC 49112; LC 1391</i>) 48 hours per week (<i>LC 1391</i>) WEE students & personal attendants may work more than 4 hours on a school day, but never more than 8. (<i>EC 49116; LC 1391, 1392</i>) | 3 hours per school day outside of school hours (<i>EC 49112, 49116; LC 1391</i>) 8 hours on any non-school day No more than 18 hours per week (<i>EC 49116; LC 1391</i>) WEE students may work during school hours & up to 23 hours per week. (<i>EC 49116; LC 1391</i>) | 2 hours per school day and a maximum of 4 hours per week. (<i>EC 49112</i>) |
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School Not In Session

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| 8 hours per day (<i>LC 1391, 1392</i>) 48 hours per week (<i>LC 1391</i>) | 8 hours per day (<i>LC 1391, 1392</i>) 40 hours per week (<i>LC 1391</i>) | 8 hours per day (<i>LC 1391, 1392</i>) 40 hours per week (<i>LC 1391</i>) |
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Spread of Hours

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| 5 a.m.–10 p.m. However, until 12:30 a.m. on any evening preceding a non-school day (<i>LC 1391</i>) WEE students, with permission, until 12:30 a.m. on any day (<i>LC 1391.1</i>) Messengers: 6 a.m.–9 p.m. | 7 a.m.–7 p.m., except that from June 1 through Labor Day, until 9 p.m. (<i>LC 1391</i>) | 7 a.m.–7 p.m., except that from June 1 through Labor Day, until 9 p.m. (<i>LC 1391</i>) |
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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>.

Copy–District or County Superintendent; Employer; Parent or Legal Guardian

(Over)