

Parent's Consent Form for a School-Aged or Young Child

Authorising Law: *Child Employment Act 2006* Section 10.

Purpose: Parent's consent form.

Form Number: CE1

Version 4

The *Child Employment Act 2006* and the *Child Employment Regulation 2016* define specific restrictions on work that can be performed by school-aged or young children. It requires a parent's consent for their school-aged or young child to work. The restrictions and requirements for parent's consent do not apply to a child who is not a school-aged or young child.

In this form, a parent is required to give consent to their child working within the restrictions set by the legislation and provides information about when their child is required to be at school. Once the form has been completed and signed by a child's parent, this form is to be given to the child's employer or prospective employer and the employer must keep this form on file. It is suggested that parents should also keep a copy of the parent's consent form.

It is an offence under the legislation for an employer to require or permit a school-aged or young child to perform work unless the employer has a parent's consent form for the child. It is also an offence for an employer to require or permit a school-aged or young child to perform work when the child is required to attend school as stated in this form.

It is an offence under the *Education General Provisions Act 2006* for a parent to allow their child to work when the child is required to be at school.

This parent's consent form is only applicable to employment with the employer mentioned in this form. The legislation requires that a parent must keep the information in this form up to date by completing a new form and giving it to the child's employer within 14 days of the parent becoming aware of any change in their child's school hours.

Section 1. Parent or Guardian responsible for child

(see additional information regarding persons appropriate to provide consent)

Given name/s		Family name	
Relationship to child			
Address			
Postcode	Daytime telephone	Mobile	
Email			

Nominated contact person – Please provide details of another person who may be contacted by the child or the child's employer if the child's parent or guardian cannot be contacted

Name of nominated contact person			
Address			
Postcode	Daytime telephone	Mobile	
Email			

Section 2. Child to be employed

Given name/s		Family name	
Date of birth		Year level at school	
Name of nominated contact person			
Address (if different from address listed above)			
Address			
Postcode		Daytime telephone	Mobile
Email			

Section 3. Education arrangements

Name of school or education provider		
Contact person		Position held
Daytime telephone	Mobile	Email

Hours your child is required to attend school

Please state the hours (i.e. the starting and finishing times) the child is required to attend school. The hours the child is required to attend school include any hours the child is required to participate in an external program under the Education (General Provisions) Act 2006. An external program includes being tutored on set, at home or through a distance education program. Also included is any informal arrangement entered into between the child and the school the child attends.

Monday	Tuesday	Wednesday	Thursday	Friday

The times mentioned above only apply during school term and are exclusive of public holidays and pupil free days. Please advise if the arrangements for school holidays or pupil free school days differ from the standard arrangements for Queensland state high schools.

Start and finish dates of school holidays (1)
Start and finish dates of school holidays (2)
Start and finish dates of school holidays (3)
Start and finish dates of school holidays (4)
Start and finish dates of school holidays (5)
Pupil free days

Note: This Parent's Consent Form is only valid while the information contained in it is current. If the school hours stated in this form change, you must complete a new consent form and give it to your child's employer within 14 days of the becoming aware of the changes.

If a flexible schooling arrangement has been entered into please advise if a condition has been imposed requiring the child to be tutored by an appropriately qualified teacher? (*please tick*)

Yes No

Section 4. Employment

General employment

Company name of employer		
Trading name of employer		
Address		
Postcode	Daytime telephone	Mobile
Email		

Recorded entertainment

Company name of employer		
Name of production		
Contact person	Position held	
Address		
Postcode	Daytime telephone	Mobile
Email		

Live entertainment

Company name of employer		
Name of production		
Contact person	Position held	
Address		
Postcode	Daytime telephone	Mobile
Email		

Section 5. Any other employment

In addition to the employer named in Section 4, please provide details on any other employer of the child.

Company name of employer		
Trading name of employer		
Address		
Postcode	Daytime telephone	Mobile
Email		

If the child has another employer please provide details of the number of hours worked per day for this employer.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

If the child works for more than one other employer please attach a separate sheet providing all the details requested in this section.

Section 6. Parent's consent

I (<i>full name of parent</i>)	
of (address)	Postcode
give my permission for (<i>full name of child</i>)	
to work for (<i>name of employer referred to under Section 4</i>):	
Signature	Date

Privacy Statement

The information provided on this form is collected to conform with the requirements of the Child Employment Act 2006 and the Child Employment Regulation 2016.

The employer may be required to disclose the information contained in this form to officers of the relevant department to ensure compliance with the law.

Contact the employer named in Section 4 of this form for further information on their privacy policy.

Additional information

Persons appropriate to provide parental consent

A parent is the child's mother, father or another person who exercises parental control over the child. A person temporarily standing in the place of the parent is not considered to be a parent.

Where the child is an Aboriginal or a Torres Strait Islander, a parent includes a person who is regarded as a parent of the child under Aboriginal tradition or Island custom.

Where a person has been granted guardianship under the Child Protection Act 1999 or where a person has been granted parental responsibility through a decision of a federal or State court then that person is considered to be the only parent of the child. In these cases, no other person, including the child's biological parent, would be regarded as the child's parent.

If a child does not have a parent or guardian the child may seek authorisation to work by applying for a Special Circumstances Certificate.

School-Aged Child A school-aged child is a child who is under 16 years and required to be enrolled at a school. A child who is below the age of 16 years is not a school-aged child if the child has completed compulsory schooling (i.e. completion of year 10) or is for any other reason not required to be enrolled at a school.

Young Child A young child is a child who is not old enough to be enrolled for compulsory schooling. It is not envisaged that there will be many instances where parental consent will be required for young children to work.