

HOURS MINORS ARE ALLOWED TO WORK

(California & Federal Labor Codes)

Ages 14-15 (School in Session)

3 hours max. per day/18 hours per week
7 a.m. – 7 p.m.

Ages 14-15 (Summer)

8 hours max. per day/40 hours per week
7 a. m. – 9 p.m.

Ages 16-17 (School in Session)

4 hours max. per day/Mon.- Thurs.
8 hours max. per day/Fri.-Sun.
20 hours total per week (SUHSD Limit 5:00am-10:00 pm)
5 a. m. to 12:30 a.m. if no school next day.

Ages 16-17 (Summer)

8 hours max. per day/48 hours per week
5 a.m. – 12:30 a.m.

Ages 16-17 (School in Session)

(Enrolled in Outside Work Experience)

6 hours max. per day/Mon. – Thurs.
8 hours max. per day/Fri. – Sun.
32 hours total per week (SUHSD Limit)
5 a.m. – 10 p.m. (12:30 a.m. on days preceding a non-school day).

***Exceptions:** Work Experience students may work until 12:30 a.m. on any day with written permission of parent and school Work Experience teacher on required form submitted with minor's application for Work Permit (L.C. 1391.1)

PROHIBITED EMPLOYMENT HAZARDOUS OCCUPATIONS FOR MINORS FEDERAL LAW

The Federal Government under the Fair Labor Standards act (FLSA) has listed 17 hazardous occupations which minors **UNDER THE AGE OF 18 ARE PROHIBITED FROM WORKING IN ANY CAPACITY.** There are no exemptions or exceptions!!!

This is a partial list. For a complete listing contact the U.S. Department of Labor.

- Serving Alcoholic Beverages
- Motor Vehicle Driving – Minors may not drive on any public highway. This does NOT prohibit a minor from driving on private property (i.e. auto car dealer lot)
- Power-Driven Woodworking Machines
- Exposure To Radioactive Substances – X-Rays
- Power – Driven Hoisting Apparatus-automobile hoist, lift truck, fork lift, elevator, crane, derrick
- Power-Driven Metal-Forming, Punching, Shearing machines
- Power-Driven Bakery Machines – dough sheeter, Bread, meat or vegetable slicer, dough mixer
- Power Driven Paper-Products machines – paper bailers, box crushers
- Power-Driven Circular Saws, Band Saws, Guillotine Shears
- Roofing operations
- Excavation Operations – cannot work in trenches deeper than 4 feet
- Explosives Manufacturing Occupations
- Mining Operations
- Logging and Saw milling Operations
- Occupations In Slaughtering, Meat Packing and Rendering Plants
- Brick, Tile and Kindred Products Manufacturing
- Wrecking, Demolition and Ship-Breaking Operations

WORK PERMITS

All minors under age 18 (unless a high school graduate or equivalent), including minors employed by parents, (Ed. C. 49141) must have a work permit. Applications are available at each school in the attendance office. All Work Permits expire five (5) days after school starts and must be re-issued at the start of each school year or at the time the student obtains a new job. Work permits are required all year, not just when school is in session. It serves as an age certificate and states the maximum hours a minor may work based on their age (Ed.C.49160).

ENROLLMENT REQUIREMENTS

- Students must be enrolled in four classes at the school site.
- Students must maintain regular attendance at school and may not work on a day they are absent from school.
- Students' work schedule must accommodate student's attendance at required weekly class meeting.

WAGES (I.W.C. ORDERS)

- In most cases, minors must be paid minimum wage.
- If a student works a split shift, they must be paid one extra hour at the minimum wage.
- No employer shall make any deduction from the wage or require any reimbursement from an employee for any cash shortage, breakage, or loss of equipment, unless it can be shown that the shortage, breakage, or loss is caused by a dishonest or willful act, or by the gross negligence of the employee.
- If a student reports to work, but is not given work and is sent home, that employee is owed a minimum of two hours pay for their time and trouble. If employees are asked not to clock in, they must be free to leave and cannot be required to wait without being paid, as they are under your direction and control.

WORKERS' COMPENSATION INSURANCE

All minors must be covered by Workers' Compensation including minors employed by parents and minors employed by businesses operating from a private residence.

Note: Private homeowners insurance only provides Workers' Compensation coverage for employees performing domestic work, not work performed for your business.(L.C. 3700).

**UNIFORMS
(I.W.C. ORDERS)**

When uniforms are required by the employer to be worn by the employee as a condition of employment, such uniform shall be provided and maintained by the employer. "Uniform" includes wearing apparel and accessories of distinctive design or color (i.e. company name imprinted on hats, shirts, etc.)

**TAX WITHHOLDING
& STATEMENT**

All employers must furnish each employee, at the time wages are paid, a separate or detachable itemized statement of deduction. (L.C.226.2) (IRS Circular E-Employers Guide)

**SUHSND NONDISCRIMINATION
STATEMENT**

The Shasta Union High School District does not discriminate based on sexual orientation, gender, age, sex, ethnic group identification, race, ancestry, national origin, religion, color, marital status, parental status, pregnancy, mental disability, or physical disability.



D163b (SpDtf) Rev. 7/06

For More Information on California or Federal Laws and Minors Contact:

CALIFORNIA LABOR LAWS

Department of Industrial Relations
Field Office
2115 Akard Avenue
Redding, CA 96001
(530) 323-4920

FEDERAL LABOR LAWS

FLSA – U.S. Department of Labor
Field Office
2981 Fulton Avenue
Sacramento, CA 95821
(916) 979-2040

WORKERS' COMPENSATION

State Workers' Compensation Insurance
364 Knollcrest Dr.
Redding, CA 96002
(530) 223-7000

NORTH STATE INDEPENDENCE H.S.

590 Mary Street
Redding, CA 96001
(530) 245-2760

ENTERPRISE HIGH SCHOOL

3411 Churn Creek Road, Redding, CA 96002
(530) 222-6601 FAX 222-5138

FOOTHILL HIGH SCHOOL

9733 Deschutes Road, Palo Cedro, CA 96073
(530) 547-1700 FAX 245-2700

PIONEER HIGH SCHOOL

2650 Eighth Street, Redding, CA 96001
(530) 243-1880 FAX 243-0753

SHASTA HIGH SCHOOL

2500 Eureka Way, Redding, CA 96001
(530) 241-4161 FAX 241-9571

WORK

Experience

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LAWS AND REGULATIONS