

## CHILD LABOR LAWS

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Here are a few things that you should know:

Most importantly, you should be aware of both Federal and State Child Labor Laws. These laws are mandatory safeguards for employers to follow when employing youth. It is your responsibility to familiarize yourself with Federal and State Child Labor Laws and to incorporate them into your organization.

Youth 18 years or older may perform any job for unlimited hours and do not need a work permit. Those under 18 with a High School Diploma do not need a work permit either.

Youth under 18 years of age without a High School Diploma must obtain a Work Permit. Permits are issued by their attending high school, and are required for employment.

Anyone under 18 must have a 30-minute meal break when working 5 hours or more. Youth under age 18 have different limitations on the types of work they can do, the hours of the day they are allowed to work and the number of hours they can work daily and weekly.

Visit this website: [www.youthrules.dol.gov](http://www.youthrules.dol.gov) It provides good information and more specific regulations on the Federal and Pennsylvania Child Labor Laws that you will need to follow.

Practicing the following tips will help to set the groundwork for positive working relationships with teens.

Assign a new youth worker to a “mentor”, an employee in your organization who knows the job responsibilities to be learned. A mentor should be willing to guide the youth through the orientation period successfully with encouragement and thorough instructions. Mentoring can help the new employee become a functioning member of the team more quickly.

A little patience and understanding of a teen’s limitations can go a long way: remember, they are teenagers and are still learning. Allow time for observation and encourage questions. This may be their first “real job” and they may be unaware of work place protocols or what role they may play in the workplace. Clearly state and provide a printed copy of your expectations for them. Understand that many teens do not have their own transportation and must rely upon family, friends, or bus schedules to get to work. A teen’s confidence may be low because of a lack of experience in most areas of life. Help them gain confidence by setting attainable goals at work and acknowledging them with praise when they achieve their goals.