

## Darwen Electrical Services Limited

Doc Title: Young Workers Policy

Doc No: DES-POL-2017      Revision.. 1.0

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### Young Workers Policy

#### Policy Overview

At DES Group Ltd we may employ person(s) under the age of 18, either as an apprentice, for work experience or for work. As a Company we have the same responsibilities for a young person's health and safety as we do for other Employees. We have in place our 'young workers policy' to ensure we act, comply and treat young workers fairly and reasonably.

#### A young person is defined in this policy as follows:

- a child is anyone who has not yet reached the official minimum school leaving age. Pupils will reach this age in the school year in which they turn 16
- a young person is anyone over the official minimum school leaving age but under 18 years old

#### Employment restrictions

As a company we are aware that we are legally prevented from employing any children who are aged under 14 years old, unless this is occasional work for their parents or guardians carrying out light agricultural or horticultural duties.

#### Rights for our young worker

Young workers have a number of additional rights and different rights from workers over the age of 18. These are:

- a daily rest break of 12 consecutive hours (the gap in time between finishing work one day and starting work the next)
- a weekly rest break of 48 hours
- a normal maximum working day of 8 hours in any one day and a normal maximum working week of 40 hours in any one week
- where the working day lasts for more than 4.5 hours, our young worker is entitled to a minimum 30-minute rest break
- young workers over the official minimum school leaving age are entitled to be paid at least the national minimum wage at the relevant rate
- young workers are not normally able to work at night (unless some exceptions apply)
- young workers aged 16 and 17 will be entitled to time off for study or training for a qualification if they have not previously gained a set standard of achievement. This will apply where the young worker is not in full time secondary or further education.

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### In relation to children, their additional rights are:

- a normal maximum working day of 8 hours in any one day that is not a required school day or a Sunday
- a normal maximum working week of 35 hours in any one week that is not a required school week
- a normal maximum working week of 12 hours in any one week that is a required school week
- where the working day lasts for more than four hours, the child worker is entitled to a minimum 60-minute break
- a minimum rest period of two consecutive weeks, outside of school weeks, where the child does not work (where this rest period does not take place, the child may not carry out any work during this year)

### Health and safety

We have the same responsibilities for younger workers health and safety as we do for all Employees. 1v1 Enterprise House, Capricorn Park, Blakewater Road, Blackburn, BB1 5QR.

We recognise that many younger workers will be unfamiliar with business risks and with workplace behaviours expected of them. We will arrange, as appropriate, for additional help and training to allow younger workers to carry out their work without putting themselves and others at risk.

We will ensure that young workers are appropriately always supervised and may place age limits and usage restrictions on some equipment and machinery, and some vehicles such as forklift trucks. We will carry out a risk assessment (available separately) for the job role before a child begins employment. The risk assessment and any necessary control measures implemented will be communicated to the child's parent or guardian. We will not require the child to carry out work in a factory or in an underground mine or quarry. Unless a member of the child's family works in an industrial environment, we will not place the child in a role in this environment.

### Licence requirements

Where the child is required to perform in an entertainment capacity, we will obtain a licence from the local authority. DES Group Ltd will be successful in the licence application where the local authority is satisfied of the child's fitness to perform, steps have been taken to ensure the child's health is not affected and education will not be adversely affected.

Signed: B. Gavahan, Group CEO



Date: 17/07/2024



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