1-6 POLICY ON CHILD LABOR LAWS: EMPLOYMENT OF MINORS

SYCAMORE PARK DISTRICT complies with all Federal and Illinois Child Labor Laws regarding the employment of minors.

1. All minors under age 16 must have an Employment Certificate before they will be allowed to work for SYCAMORE PARK DISTRICT. The Employment Certificates are issued by the Superintendent of Schools or a duly authorized agent.
2. For purposes of this policy, "School Day" means any day when school is in session and "School Week" means any week where one or more days are school days.
3. Federal and Illinois Child Labor Laws mandate that a minor ***cannot*** work the following hours:
    a. During school hours when school is in session
    b. More than six (6) consecutive days in a calendar week;
    c. Over forty-eight (48) hours in a calendar week and over eight (8) hours a day when school is out;
    d. Earlier than 7 am and later than 7 pm, except from June 1 to Labor Day, when the minor may work up to 9 pm;
    e. Over three (3) hours a day when school is in session;
    f. Over eight (8) hours a day combining school and work; and
    g. Over twenty-four (24) hours in a calendar week when school is in session.
4. An unpaid meal period of at least thirty (30) minutes must be provided to minors no later than the fifth consecutive hour of work.
5. Employees under age 16 are not permitted to supervise any part of the transportation of camp, field trips, or other SYCAMORE PARK DISTRICT sponsored program participants to or from SYCAMORE PARK DISTRICT sponsored activities, including loading participants or materials onto a bus prior to departure, supervising the participants (or performing any other work) during the ride to and from the activity, and unloading participants or materials upon arrival at the activity or back at the point of departure. Employees underage of 16 are relieved of all duties during this time and are not to resume their duties until all participants and materials have been unloaded from the bus.

Adopted on:

Revised on: