

Child Employment Act 2003

Parental Consent to Employment of Child

Office use only

Department of Economic Development, Jobs, Transport & Resources - Child Employment

Level 16, 1 Spring Street Melbourne VIC 3000

1800 287 287 <http://www.business.vic.gov.au/childemployment>

Do you need to complete this form?

This form is to be completed by the proposed employer of a child under 15 years in the entertainment industry to inform and obtain written consent from the child's parent to the employment proposed. The form must be completed and signed by the child's parent **before** employment commences. The form can either be retained as a record to be produced to a Child Employment Officer on request (Option A) or returned to a Child Employment Officer with the Permit application and school exemption (if applicable) prior to the employment (Option B).

Does your consent for employment of your child relate to a blanket or non-blanket permit?

Blanket permit Non-blanket permit

A Blanket Permit is issued for a fixed period to an employer in the entertainment industry when the employer believes it is likely that they will employ a particular child or children on more than one occasion but the details of each engagement is not yet known. The engagements must relate to the same form of entertainment and the same type of work and would generally be of 1-2 hours duration.

The blanket permit allows for additional information (in the form of an Application for Supplementary Permit (ASP)) to be provided to Child Employment Officers about individual instances of employment, prior to the engagement commencing. Upon receipt of the ASP Child Employment Officers will assess the proposed employment and if suitable issue a Supplementary Permit which is forwarded to the employer.

A blanket permit can be granted for a maximum of 24 months, or 12 months if any employment is to occur during school hours. If the employment will occur during school hours, the maximum number of engagements per child, per term must not exceed 8.

Child details

Child information

Child No.

Surname

Given name 1

Given name 2

Date of birth

Gender Male Female

Home address

Street address

Suburb / Town

State

Postcode

Country (if other than Australia)

Parent/Guardian information

Title

Surname

Given name 1

Given name 2

Home address

Same as child's address

Street address

Suburb / Town

State

Postcode

Country (if other than Australia)

Contact details

Please provide at least one phone number

Home phone

Mobile

Email

Applicant details

Prospective employer

Trading name

If the employer (applicant) has an ABN please provide the number

If the employer (applicant) is an individual please provide the required data below:

Title Surname Given name 1 Given name 2

If the employer (applicant) is a company please provide the Company/Partnership name below:

Company/Partnership name

Business address

Street address

Suburb / Town State Postcode

Postal address

Same as business address

PO Box

Street address

Suburb / Town State Postcode

Business contact details

Please provide at least one phone number

Business phone Mobile Fax

Email

Officer or company representative

Title Surname Given name

Position held

Address

Street address

Suburb / Town State Postcode

Officer or company representative contact details

Please provide at least one phone number

Business phone Mobile Fax

Email

Employment details

If you are applying for a **blanket permit**, please provide information below:

Is the employment related to advertising? Yes No

Please provide name of production, product or catalogue

Intended workplace address of the child/ren (if known)

Same as business address

Property name/Building name

Property location/Building location

Street address

Suburb / Town

State

Postcode

Business trade or occupation carried on at the workplace (if known)

Duties to be performed by the child

Date for which permit sought (maximum of 24 months, or 12 months if any employment may occur during school hours)

From

To

Employment will be during

School term School holidays Both

Employment will be

During school hours Outside school hours Both

Intended hours of employment (if known). If employment is to occur during school hours, supplementary permit applications attaching to a blanket permit are limited to 8 engagements per term and a maximum of 2 hours per duration per engagement

Total remuneration to be paid

If you are applying for a **non-blanket permit**, please provide information below:

Name of production, product or catalogue

Is the employment related to advertising? Yes No

Intended workplace address of the child/ren

Same as business address

Property name/Building name

Property location/Building location

Street address

Suburb / Town

State

Postcode

Business trade or occupation carried on at the workplace

Duties to be performed by the child/ren

Details of any high risk activities (indicators of higher risk may include: stunts and special effect, external locations, working at height or with/near moving equipment, larger groups of children, babies and toddlers, adult themes)

Date for which permit sought (maximum of 24 months, or 12 months if any employment may occur during school hours)

From To

Employment is during School term School holidays Both

Employment is During school hours Outside school hours Both

Intended hours of employment

Please provide details of intended hours of employment, including days and times to be worked

Have you attached a schedule? Yes No

Total remuneration to be paid

Parent/Guardian consent

I, consent to my child being employed by in the proposed employment. I have been advised by the proposed employer of my child that there is a *Mandatory Code of Practice for the Employment of Children in Entertainment 2014* which sets out conditions of employment and I can request a copy at any time. I understand that if I have any concerns about my child's employment I should discuss these with my child's proposed employer and/or a Child Employment Officer.

Signature of Parent / Guardian

Date

Privacy statement

The Department of Economic Development, Jobs, Transport & Resources (DEDJTR) through Employment Information and Compliance is collecting your personal information or the personal or health information of the child named in the form so that it can assess whether it will approve an application for child employment.

DEDJTR might also use this information to contact you again with further or updated information about child employment. DEDJTR will not disclose your personal information or your child's health information without your consent to any person or organisation unless it is allowed to do so by law.

You may choose not to provide your personal information or the personal or health information of the child named in the form. However, this may impact on Child Employment Officer's ability to assess an application or provide further information to you. For more information on how DEDJTR handles your personal or health information, see the DEDJTR privacy statement at www.ecodev.vic.gov.au

Additional information

If employment is proposed during school hours an exemption from attendance at school is required. Please complete the **Application for School Exemption form** and submit it to your child's school principal together with a copy of this signed consent form.

If an exemption is granted it should be provided to the employer, together with this signed **Parental Consent form**. Employment cannot commence until the employer has been provided with these documents.

Feedback

To provide comments, feedback or suggestions for improvement, please email: childemployment@ecodev.vic.gov.au