

GUIDELINES FOR CHILDREN WHO PERFORM INFORMATION ABOUT LICENSING AND REGULATIONS

If you would like an application form or more information about children in entertainment or have a specific performance enquiry, please contact:

Child Employment
Central Bedfordshire Council
Watling House
High Street North
Dunstable
LU6 1LF

Phone: 0300 300 8304

Or visit www.centralbedfordshire.gov.uk



On the telephone:
0300 300 8304

By email:
customerservices@centralbedfordshire.gov.uk

On the web:
www.centralbedfordshire.gov.uk

The Law

Children and Young Persons Act 1963 Children (Performances) Regulations 1968

These laws say that children who take part in performances must be licensed to do so. The Local Authority for the area where the child lives must issue the licence. These laws exist to safeguard children's health, welfare and education and to ensure they are not harmed or exploited.

We take our responsibilities for ensuring the protection of children very seriously and will not issue a licence unless we are satisfied that the child's needs will be fully met.

Who is a child for the purpose of performance licensing?

The law applies to children from birth to statutory school leaving age (the last Friday in June of the school year in which the child reaches 16).

What counts as a performance?

The term 'performance' includes:

- Any live production
- Any broadcast or recorded production
- Modelling
- Professional sporting activity

In almost every case a child must have a licence to take part in a performance. It is the producer of the performance who must apply for the licence, not the child or the child's parent.

Applying for a licence

Application forms are available from:

Child Employment Officer
Watling House
High Street North
Dunstable
LU6 1LF
www.centralbedfordshire.gov.uk

Tel: 0300 300 8304

The producer must return forms fully completed and with all the necessary documents to arrive 21 days before the date of the first performance. With the licence application the producer must send:

- Recent passport sized photographs of the child
- Proof of the child's date of birth (copy of birth certificate or back page of passport)
- Health declaration
- Letter from the child's headteacher which agrees to the child's absence from school and/or confirms that the proposed performances will not be detrimental to the child's education.

The regulations say that the licensing authority (Local Authority) can refuse a licence on the grounds the application was not submitted within the 21 days.

In Central Bedfordshire:

- We will issue a licence on a legitimate application submitted 21 days in advance, provided we are satisfied that the child's needs will be fully met.
- We will try to issue a licence on an application submitted less than 21 days in advance.
- Applications made less than 10 working days in advance will only be issued at the discretion of the Local Authority.

These timescales allow us to carry out the checks necessary to ensure the child's safety, health, welfare and educational needs. We must also notify the Local Authority for the area where the performance will take place, so they can arrange to inspect the event. With only very few exceptions, a child may not perform unless a licence has been issued. Licences cannot be issued retrospectively.

A licence is not necessary if:

- The performance is for four days or less and there has not been another such performance in the last six months; and
- The child is not paid; and
- The child will not be absent from school.

There are different regulations about hours worked or whether a medical certificate is required for broadcast and non-broadcast performances.

UK children performing abroad must obtain a licence from their local Magistrates Court.

School performances (or those with organisations such as scouts, guides or a church) are exempt.

A child who takes part in a performance must be looked after by:

- A licensed chaperone who is named on the application form; or
- The child's own parent (not by another relative or by the parent of another child).

A chaperone must possess a current licence issued for the purpose by a Local Authority.

For further details of how to become a licensed chaperone, please contact the Child Employment Administrator on **0300 300 8304**