

# WORKING PAPERS

## MOUNTAIN VIEW SCHOOL DISTRICT 14, 15, 16, and 17 YEAR OLD STUDENTS

The Child Labor Laws were revised in December, 2012. Students age 14 through 17 will only be issued one set of working papers that will cover all employment placements. A physical is no longer required. Parents do not have to take the application to an employer to be signed.

However, parents must still come to the high school office and present proof of age and sign for the working permit and they must sign another form at the employers. Please refer to the website for the PA Department of Labor @ [www.dli.state.pa.us](http://www.dli.state.pa.us) and click on "Labor Law Compliance" to get further information on farm, domestic or performance employment and the entire Child Labor Act.

A complete list of acceptable working hours for each age group is listed on the reverse.

### **In order to obtain the working papers, you will need:**

- A promise of a job.
- An application that you will fill out in the high school office. The parent or guardian must come to the high school office to sign the application. If the parent is not available during school hours, the student may pick up a form in the office that needs to be signed by the parent/guardian and notarized and brought back to the office.
- An official proof of age document such as birth certificate, baptismal certificate, photo driver's license, or passport can be used as proof of age. School records are not acceptable.
- We will issue the working paper to the parent/student when the application is completed and proof of age is provided.
- Parent/Guardians must take the work permit to the employer and sign the Parental Acknowledgement of Minor's Duties and Hours of Employment.

**Keep your work permit in a safe place. You must use this permit for every job until you finish school or you are 18 years old. Please do not lose it.**

The employer will notify the high school issuing officer when the student begins working and when the student has ceased working. The high school office will keep a current log of where students are currently employed and will notify the employer if the student's academic grades are being affected by their working.

Please contact the high school office at 434-2501 ext. 510 if you have any questions.