

Instructions for Obtaining Working Papers for DMS Students

Working papers can be obtained at Dover Middle School however they are **processed at the Dover High School Guidance Dept. or the Superintendent's office.** Student & parent / guardian must appear in person in order to sign a third form in front of the Guidance Secretary. Parent / guardian must show their I.D. proving they are the child's parent / guardian and provide a copy of the student's birth certificate. They are generally available from 7:00 a.m. – 3:30 p.m. **It is recommended that you call ahead to make an appt. (516-6940 or 516-6800).**

Links below for websites for supporting documentation for work hour and occupation restrictions.

NEW HAMPSHIRE -

www.labor.state.nh.us/youth_employment.asp

For specific schedule restrictions click on the following link:

<http://www.gencourt.state.nh.us/rsa/html/XXIII/276-A/276-A-4.htm>

STATE OF NEW HAMPSHIRE
DEPARTMENT OF LABOR
PO BOX 2076
CONCORD, NH 03302-2076

EMPLOYER'S REQUEST FOR CHILD LABOR

Please issue a NH Youth Employment Certificate to:

NAME OF MINOR SOC. SEC. NUMBER (optional)

AGE DATE OF BIRTH SEX

That he/she may be legally employed, in accordance with Revised Statutes Annotated 276-A as amended, by

(SHOW CORPORATION OR TRADE NAME, IF ANY) (FED. ID #)

STREET & NUMBER CITY, STATE, ZIP TEL. #

INDUSTRY OF EMPLOYER

NATURE OF EMPLOYMENT – BE SPECIFIC

With this application the minor must present a Birth Certificate or other evidence of date of birth, to the School Department, and the certificate will be issued there. The certificate must be kept on file for your records.

Employer's Signature/Telephone Number

**STATE OF NEW HAMPSHIRE
DEPARTMENT OF LABOR**

Verification of Adequate Health of Child

I _____ being parent and/or legal guardian of

Name of youth

Date of birth

Do hereby verify that the above named youth is in adequate health.

Signature of parent or legal guardian

Date

**STATE OF NEW HAMPSHIRE DEPARTMENT OF LABOR
PARENTAL PERMISSION AS DEFINED IN RSA 276-A: 4 VIII AND LAB 1002.02
FOR THE EMPLOYMENT OF YOUTH AGE 16 OR 17**

Youth's Name: _____ Date of Birth ____/____/____
(please print) (month, day, year)

Youth's Address: _____
Street City State Zip

I, _____, grant permission for my son, daughter or legal ward
(Name of parent or legal guardian)

to be employed with _____
(Name of employer)

Located at _____
Street City State Zip

Description of work _____

Date Signature of parent or legal guardian

For information regarding the requirements of RSA 276-A, the New Hampshire Youth Employment Law, please contact the New Hampshire Department of Labor at 271-6294 or 271-1492.

RSA 276-A:4

I. No youth shall be employed or permitted to work in any hazardous occupation, except in an apprenticeship, vocational rehabilitation, or training program approved by the commissioner.

VI. No youth 16 or 17 years of age who is duly enrolled in school shall be permitted to work more than 6 consecutive days or more than 30 hours during the school calendar week, which shall be Sunday through Saturday.

VII. No youth 16 or 17 years of age who is duly enrolled in school shall work for more than 6 consecutive days or 48 hours in any one week during school vacations, including summer vacation. For purposes of this paragraph, "summer vacation" means June 1 through Labor Day

VIII. No youth 16 or 17 years of age, except a youth 16 or 17 years of age who has graduated from high school or obtained a general equivalency diploma, shall be employed by an employer unless the employer obtains and maintains on file a signed written document from the youth's parent or legal guardian permitting the youth's employment.

RSA 276-A:13 Night Work. –No such youth shall be employed or permitted to work at night work more than 8 hours in any 24 hours nor more than 48 hours during the week. If any youth is employed or permitted to work more than 2 nights each week, for any time between the hours of 8 o'clock p.m. and 6 o'clock a.m. of the day following, such employment shall be considered night work.

Lab 1002.03 Hours Limitations.

(c) Pursuant to RSA 276-A: 13, any youth scheduled to work more than 2 nights in a week past 8 o'clock p.m. shall not be permitted to work more than an 8 hour shift during that particular week.

Hazardous Occupations are as defined in Federal Child Labor Bulletin Requirements in Nonagricultural Occupations "Child Labor Bulletins No. 101" Order No. 1 through Order No. 17

This form must be on file with this employer prior to 16 or 17 year old youth performing any work.