Young workers policy

1. Introduction

This policy applies to a person who is under the age of 18 who is employed by Home from Home nursery and for any under 18's that do work experience as a student or volunteer with us.
Home from Home has the same responsibilities for their Health and Safety and Safeguarding as they do for other employees.

The following definitions apply to this policy:

- a child is anyone who has not yet reached the official minimum school leaving age. Pupils will reach this age in the school year in which they turn 16
- a young person is anyone over the official minimum school leaving age but under 18 years old.

This policy should be read in conjunction with:

- Bullying and Harassment policy
- Safeguarding policy
- Health and Safety policy

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3. Legal Framework

Legal Framework that applies to this policy:

- Children Act 1989 and 2004
- Childcare Act 2006
- Safeguarding Vulnerable Groups Act 2006
- Children and Social Work Act 2017
- The Statutory Framework for the Early Years Foundation Stage (EYFS) 2025
- Working together to safeguard children 2023
- Keeping children safe in education 2025
- Counter-Terrorism and Security Act 2015.

4. Young worker rights

Young workers have a number of additional rights and different rights from workers over the age of 18. These are:

- a daily rest break of 12 consecutive hours. This is the gap in time between finishing work one day and starting work the next
- a weekly rest break of 48 hours
- a normal maximum working day of 8 hours in any one day and a normal maximum working week of 40 hours in any one week.
- where the working day lasts for more than 4.5 hours, the young worker is entitled to a minimum 30 minute rest break (unpaid).
- young workers over the official minimum school leaving age are entitled to be paid at least the national minimum wage at the relevant rate or if on an apprenticeship the apprenticeship minimum wage.
- young workers are not normally able to work at night, unless some exceptions apply.
- young workers aged 16 and 17 will be entitled to time off for study or training for a qualification if they have not previously gained a set standard of achievement. This will apply where the young worker is not in full time secondary or further education.

5. Health and Safety

Home from Home has the same responsibilities for younger workers Health and Safety as it does for all workers.
Home from Home recognises that many younger workers will be unfamiliar with business risks and with workplace behaviours expected of them. Home from Home will arrange, as appropriate, for additional help and training to allow younger workers to carry out their work without putting themselves and others at risk.

Home from Home will ensure that young workers are appropriately supervised at all times and monitored and assessed to determine their competence levels. If we believe that they are suitable and demonstrating the high levels of competence and responsibility we expect from our employees, then we will consider including them in our staff ratios.
We have a thorough in depth induction programme that ensures that any employees or young workers are competent in their role to be able to be counted in ratios, this includes a nappy, sleep and lone working induction.

Home from Home will carry out a risk assessment for the job role before the young worker begins employment. The risk assessment and any necessary control measures implemented will be communicated to the young workers line manager.

6. Safeguarding & Prevent

Home from Home recognises that for many young workers this may be their first job and may be unfamiliar with workplace behaviours expected of them.
Home from Home understands that we have a duty to take responsibility for a young workers' welfare in the workplace and to also seek appropriate advice when they feel a young worker may be at risk in their personal lives.

As set out in the Safeguarding policy, we have a robust safeguarding team in place:

Designated Safeguarding Lead: Nicky Leah
Deputy Designated Safeguarding Lead/s: Danielle Fletcher, Marcus Tidey & Nicola Law
Nursery Manager/s: Sophie Eade & Sonia Green

We ensure that any young workers that work at Home from Home have thorough training in Safeguarding and prevent and be aware of the procedures to report and know who to go to if they have their own problems.

7. Review

This document will be reviewed annually or in line with any statutory changes or changes in procedure or process.

8. Version Control

Version	Date	Status	Comments	By
1	December 2025	Draft- FINALISED		Sophie Eade
2	May 2026	Reviewed		Sophie Eade