

## EDUCATION WELFARE SERVICE

### Application for a Child Performance Licence

**CHILDREN & YOUNG PERSONS ACT 1963, S.37**  
**The Children (Performance) Regulations 1968**  
**The Children (Performance) (Miscellaneous Amendments) Regulations 1998**

#### **Foreword**

This application form is for children and young people who wish to perform in entertainment, undertake modelling or participate in paid sport and is in two parts:

#### **Part 1**

To be completed by the applicant “the person responsible for the production of the performance, modelling or sporting event in which the child is to take part”.

#### **Part 2**

To be completed by the child’s parent, carer or legal guardian.

The following must be attached to the application, together with Parts 1 & 2:

1. A copy of the child’s birth certificate or other satisfactory evidence of the child’s age
2. Two identical passport size photographs of the child taken within the previous six months of this application
3. Appendix A – Headteachers support for the application for a performance licence
4. Appendix B - a statement by the child’s parent that the child is medically fit, or;
5. A medical certificate issued by a medical practitioner, if performed within the last 6 months
6. A copy of the contract, draft contract or other documents containing particulars of the agreement regulating the child’s appearance in the performance or activity for which this licence is requested
7. A declaration under section 38(1)(a) or (b) of the Children and Young Persons Act 1963

#### **Please Note:**

It is important that this form, when completed, should be sent to the licensing authority not less than 21 days before the first performance for which the licence is requested. If this is not possible, contact the licensing authority as soon as possible.

Any person who fails to observe any condition subject to which a licence is granted or makes any false statement with the application, is liable to a fine not exceeding level 3 on the standard scale, or a term of imprisonment for a term not exceeding 3 months or both (Children & Young People’s Act 1963, Section 40).

**PART I** (to be completed by the applicant)

Name of child requiring a licence (please insert full name)

To take part (Please tick):

In a performance

As a model

In paid sport

Applicants Full Name			
Applicants Company			
Company Address			
Telephone		Email	
Position in Company			
Declaration	<p>I hereby apply for a licence under section 37 of the Children &amp; Young Persons Act 1963 to authorise the above named child to participate in a performance, as a model, or in a paid sport and I certify to the best of my knowledge that, the particulars contained in the document and annexes, are correct.</p> <p>I understand that if a licence is granted to me it will be granted subject to the restrictions and conditions laid down in the Regulations and to such other conditions as the local authority or licensing authority may impose under the said Regulations.</p>		
Applicants Signature		Date	

<b>Particulars Connected with the Performance in which the Child is to Take Part</b>	
Name and nature of the performance or activity for which the licence is requested. <i>E.G. Title of production and nature (theatre, film, TV, commercial, modelling etc.) of performance.</i>	
Description of the child's part	
Place of the performance or activity for which the licence is requested. <i>This should include all the places at which work on location is scheduled.</i>	
The dates of the performance or activity for which the licence is requested. For open licences only: <i>May be granted only to the British Broadcasting Corporation, the Independent Television Authority, a programme contractor within the meaning of section 1 (5) of the Television Act 1964 or a body supplying programmes to such a programme contractor to be broadcast by the Independent Television Authority or in respect of a child taking part in a performance to be recorded (by whatever means) with a view to its used for public exhibition.</i>  (a) Number of months (up to a maximum of 6 months) the licence is required for (b) Number of days within that period the licence is required for	From:  To:  Months:  Number of Days:
Time and duration of performance or activity in respect of which the licence is requested	
Total anticipated time at Place of Performance	Anticipated Arrival Time:  Anticipated Departure Time:  Total Time:

<b>Night Work – At the discretion of the licensing authority</b>	
The amount of night works (if any) for which approval will be sought from this local authority.	Number of days: Approximate duration on each day: Reason for Night work:

<b>Tutor Details (if applicable)</b> Minimum of 3 hours per day on all school days	
Proposed arrangements (if any) under (Regulation 10) for the education of the child during the period for which the licence is requested, stating: (a) the name, address and qualification of the proposed private teacher (b) the name of the local authority (if any), which has previously approved the appointment of the private teacher for the purposes of a licence (c) the place where the child will be taught (d) the proposed course of study (e) the number of other children to be taught by the private teacher at the same time as the child to whom this application is made, and the sex and ages of each child (f) the amount of education the child is to receive, in accordance with the regulations	(a) (b) (c) (d) (e) (f)

<b>School Absence</b>	
The days or half days on which leave of absence from school is requested to enable the child to take part in the performance or activity for which the licence is requested, or in rehearsals	Dates of half days Dates of full days: Dates of Rehearsals

<b>Chaperone (Matron) details</b> Regulation 12 (Licensed or parent/guardian)	
Name	
Address	
Telephone Number	
Email	
The name of the local authority (if any), which has previously approved the appointment of the Chaperone for the purposes of a licence	
The number of other children to be in the charge of the Chaperone during the time when she/he would be in charge of the child in respect of whom this application is made, and the sex and age of each child. (Regulation 12)	

<b>Lodgings (if applicable)</b>	
The address of the lodgings where the child will live if a licence is granted, (by reason of which the child has to live elsewhere than at the place where he would usually live), the name of the householder and the number of other children who will be living in the same lodgings. (Regulation 13)	

<b>Travel</b>	
Approximate length of time which the child will spend travelling (Regulation 15)	(a) to the place of the performance, rehearsal or activity (b) from the place of performance, rehearsal or activity (c) and the arrangements for transport

Thank you for filling in Part 1 of the Licence Application. Please check that all relevant sections have been fully completed.

Part 2 of the Licence Application is to be completed by the parent or guardian. When both Part 1 and Part 2 are completed, please send the Licence Application to:

**Education Welfare Service, Room FF20, County Hall, Beverley. East Riding of Yorkshire. HU17 9BA**

[education.welfare@eastriding.gov.uk](mailto:education.welfare@eastriding.gov.uk)

**PART 2** (to be completed by the parent or guardian)

Childs' Details			
Name		DOB	
Address			
School Attended			
School Address			

Particulars of each licence granted during the 12 months preceding the date of this application by any local authority other than the licensing authority to whom this application is made, stating in each case:	Name of the local authority Date on which the licence was granted Dates and nature of the performances or activities
Particulars of each application for a licence made during the twelve months preceding the date of this application and refused by any local authority other than the licensing authority to whom this application is made, stating in each case:	Name of the local authority Date of the application Reasons (if known) for the refusal to grant a licence
Particulars of each performance for which the child took part during the 12 months preceding the date of this	The date The place

application, stating in each case:	<p>The nature of the performance</p> <p>Name of the person responsible for the production of the performance in which the child took part</p>
Particulars of any other form of employment in which the child is employed during the 28 days preceding the day of the first performance or first activity for which the licence is requested stating:	<p>Nature of the employment</p> <p>Days on which the child is employed</p> <p>Times during which the child is employed</p>

<b>Declaration</b>			
<p>I support this application for a licence.</p> <p>I certify that to the best of my knowledge the foregoing particulars are correct and I understand that if a licence is granted it will be granted subject to the restrictions and conditions laid down in the Children (Performance) Regulations 1968 and to such other conditions as the local authority or the licensing authority may impose under the said Regulations.</p>			
Full Name		Relationship to Child	
Address			
Telephone Number		Email	
Signature		Date	
<p>Thank you for completing Part 2 of the Licence Application.</p> <p>Please ensure that all relevant documentation is included with the Application.</p>			



**EDUCATION WELFARE SERVICE**

**Employment of Children in Entertainment, Modelling or Sporting Activity**

**APPENDIX A**  
**TO BE COMPLETED BY THE HEADTEACHER**

**Name of Child:**

**Date of birth:**

Do you support the application for a performance licence and give permission for the child to be absent from school on the days detailed in Part I of the application?

Yes

No

If No, please provide details:

**Name of Headteacher:**

**Signed:**

**Date:**

**School:**

By supporting this activity you agree to record the absence in accordance with the 'Keeping Pupil Registers – Guidance on Applying the Pupil Registration Regulations' (DfE 2008).

**EDUCATION WELFARE SERVICE**

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**APPENDIX B  
CONFIDENTIAL**

**(To be completed by Parent/Guardian)**

<b>Childs' Details</b>			
Name		DOB	
Address			
School Attended			
<b>Medical Details</b>			
Name of GP			
Address			
Are there any conditions which might affect your child whilst taking part in the activity?	Yes	No	
Has your child suffered from any serious illness or injury other than the above?	Yes	No	
Does your child have any disabilities?	Yes	No	
Physical	Yes	No	
Sensory, Visual or Hearing	Yes	No	
Learning Difficulties	Yes	No	
Has your child had any recent contact with infectious disease?	Yes	No	
If Yes, please provide details:			
So far as you know is your child in good health at the present time?	Yes	No	
<b>Declaration</b>			
I agree, if it is considered necessary, to the School Medical Officer contacting my own doctor (or any other doctors seen regarding my child's health) for the purpose of this application. I also agree to the school doctor examining my child if this is considered necessary.			
I support the application for a licence. I understand that if a licence is granted, it is subject to the restrictions and conditions laid down in the Children (Performances) Regulations 1968.			
Print Name		Relationship to Child	
Signed		Date	