

## CHILDREN AND YOUNG PERSONS ACT 1963, s. 37

## Children (Performances and Activities) (England) Regulations 2014

## Below are the terms of reference for requesting applications for Performance licences

## Performance licences

Performance licences including Body of Persons Approval require '21 days' notice (however on request) we will always endeavour to issue in 10 days depending on the volume of licences pending.

All licences requiring school absence must have The Child Employment School Absence form attached; any other adapted form will not be accepted

Any licences which are not complete will be returned to Theatre/Agent etc. This includes chaperone lists (emails will not be sent out requesting missing information)

To help speed up the process it is requested that, wherever possible, children have their photos taken (Jpeg) and are send into the office via email, if however, this is not possible it is requested that all photos are printed on photo card and not paper

Any licences received which relate to a child from another local authority will be returned to Theatre/Agent etc.

Tutoring – The Local Authority has a statutory duty to protect the child's education when they are involved with Entertainment, Activities or paid Sport, therefore each application will be assessed on an individual basis.

If you require any further information please contact the Child Employment Office:

Child Employment Office, Education Office, YPM, City Road, March, PE15 9LS Tel: 01354 750166 Email: child.employment@cambridgeshire.gov.uk