REQUEST FOR SUMMER WORK PERMITS

Twin Rivers Unified School District - Student Services Department
5115 Dudley Blvd. Bay C, McClellan, CA 95652 - (916) 566-1620
Hours: Monday – Thursday from 8:00 a.m. – 3:00 p.m. closed on Monday, June 19, 2023
Permits will be processed by the following business day

Work permits will be issued to students who provide proof of enrollment in an educational program and satisfactory grades and attendance. If proper documents are provided: Completed Intent to Employ form, student ID and a copy of the parent’s ID that signed the form.

Work permits are required for students under the age of 18, unless students can provide proof of High School Graduation or have a Certificate of Proficiency.

Please complete the attached statement of "INTENT TO EMPLOY MINOR"

PLEASE BRING A COPY OF YOUR ID

_____ Pupil to complete Minor’s Information and name of School last attended
_____ Employer to complete 2nd section including signature
_____ Parent to sign and date. 3rd section

The District must be able to verify the information below - You may be asked to provide documentation
Proof of age - School record; Birth/Baptismal Certificate; Driver’s License, State ID; Card, Immigration Card
Proof of school enrollment - Last quarter report card or Letter of verification or attendance

*Student must be present to sign in the presence of issuing authority.

MINORS WORK HOURS
Students cannot work during school hours

<table>
<thead>
<tr>
<th>Age</th>
<th>Non School Days</th>
<th>School Days</th>
<th>Friday's</th>
</tr>
</thead>
<tbody>
<tr>
<td>14-15</td>
<td>8 per day/40 per week</td>
<td>3 per day/18 per week</td>
<td>3 hours</td>
</tr>
<tr>
<td>16-17</td>
<td>8 per day/48 per week</td>
<td>4 per day/36 per week</td>
<td>8 hours</td>
</tr>
</tbody>
</table>

If an employer is covered by both state and federal laws, the higher standards applies (generally F.L.S.A.)

14-15  7 a.m. to 7 p.m. (Summer 6/1 – Labor Day 7 a.m. – 9 p.m. F.L.S.A)***
16-17  5 a.m. to 10 p.m. (12:30 a.m. when no school next day, ** I.W.C.)

Definition

***F.L.S.A/U.S. Department of Labor-Fair Standards Act, 2031 Howe Avenue, Sacramento (916)263-1811
Rev 6/1/23