

CHILD LABOR

UFHR website: <https://hr.ufl.edu/manager-resources/recruitment-staffing/hiring-center/advertising-the-job/uf-hiring-policies/>

To hire a child (anyone under the age of 18) at the University of Florida, the hiring department must:

1. Complete the [UF Child Labor Law Certification for Employees Under 18 Form](#)
This form requires the approval and signature of the hiring authority (unit leader), and the Director, IFAS HRDI. Send to Janet Malphurs in IFAS HRDI for approval.
2. Complete the [Parental/Guardian Authorization for Treatment of Minors \(under age 18\)](#) form
3. Include the UF Child Labor Law Certification for Employees Under 18 Form and the Parental/Guardian Authorization for Treatment of Minors form with the hire ePAF.

The Fair Labor Standards Act (FLSA)

This act sets wages, hours worked, and safety requirements for minors (individuals under 18) working in jobs covered by this statute. The regulations vary depending upon the particular job involved. Also, the FLSA generally prohibits the employment of a minor in work declared hazardous by the Secretary of Labor (for example, work involving excavation, driving, and the operation of many types of power-driven equipment). For a list of prohibited duties for a minor, please visit the [Florida Department of Business & Professional Regulation](#) website.

State/Federal restrictions on employment of minors:

- Minors are **NOT** permitted to work during normal school hours unless they are enrolled in a school-to-work experience program, career education, or other program declared exempt by the state, or have received a partial waiver.
- Minors may work **no more** than 4 consecutive hours without a 30-minute uninterrupted break.

Minors Under 16

- *School in Session:* Cannot work more than three (3) hours when school is scheduled for the following day and up to EIGHT (8) hours on other days when school does not follow.
- *School Not in Session:* May work eight (8) hours per day between 7 a.m. and 9 p.m. on days when there isn't school the next day and up to FORTY (40) per week on non-school weeks and during summer vacation.

Minors 16 and 17

- *School in Session:* The allowable hours are: 30 hours per week when school is in session; eight hours per day between 6:30 a.m. and 11 p.m. if school is scheduled the following day.
- *School Not in Session:* There are no limitations on hours worked when school is not scheduled the following day, during holidays, and summer vacations.
- Shall not work more than 6 consecutive days in any one week (UF work week is Friday – Thursday).
- If graduated from high school, then the hour restrictions do not apply. However, the duty restrictions do (i.e. not working with hazardous materials).

All departments must comply with the provision of the [U.S. Department of Labor, Wage, and Hour Division](#) and the Florida Child Labor Law, which is administered by the Florida Department of Labor and Employment Security.

Duty Restrictions: Florida Chapter 450.081:
<https://www.flsenate.gov/Laws/Statutes/2018/0450.081>

Per UFHR, UF does not hire the minor children of employees.

The minor shall be informed of complaint and grievance processes for university employees: Violations of federal minor employment guidance or to report any concerns, please contact University of Florida Employee Relations at <https://hr.ufl.edu/manager-resources/employee-relations/employee-inquiry-and-complaint-procedures/complaint-form/> . You may also submit anonymous complaints by calling 1-877-556-5356 or submitting a web-based complaint with the UF Compliance Hotline.

For minors working remotely, it is strongly recommended that supervisory oversight of a minor occurs with, or includes, the following:

- An alternate work location (AWL) accommodation has been approved to ensure the safety and welfare of the minor
 - AWL conforms to current social distancing recommendations
 - AWL conforms to limited exposure of a minor to a work environment which may present with hazardous chemicals, equipment, etc.
- Virtual (ZOOM) calls should show preference to audio calls only, when possible
- All in-person (on-campus) meetings, virtual audio/video calls and the like, should be held in a group setting when possible
 - May include participation in general virtual lab meetings, which include other lab personnel and/or students
 - May include parental participation in virtual (ZOOM and the like) conference calls from alternate work location
 - May include a mutually agreeable tertiary representative of the supervisor/ employee choosing
- For any materials needed for work performance in the alternate work location, the minor should come to campus to collect. Drop-off at home location (by anyone) is discouraged