

# Child Labour Policy



This policy defines the use of Child Labour in our business and the regulations we will abide by. For the purposes of this policy Child and Young workers are classified as below.

A Child worker is defined as aged under minimum school leaving age. (A child will reach minimum school leaving age in the school year in which they turn 16 years old).

Reflex will not employ anyone classified as a Child. This is verified by checking the date of birth of any prospective new employee on their passport, birth certificate or national identity card prior to employment commencing.

Should it be identified by any means that a Child be employed, the employment will be terminated immediately, and measures put in place to ensure the safeguarding of the Child to a legal guardian or Government Authority to ensure the child is not at risk.

When a new supplier is engaged with Reflex it will be asked to provide evidence of their equivalent Child Labour Policy.

## Employment of Young Workers

A Young worker is defined as someone who is over the minimum school leaving age but less than 18 years of age. To ensure we comply with regulations of employing a young worker (YW), we conduct the Young Worker Regulations Risk Assessment. This Risk Assessment is completed by the YW's Line Manager.

As a summary, these regulations are:

- YW must have two consecutive days off per week
- Have a daily rest break of 12 hours between shifts
- Rest break of at least 30 minutes for shifts longer than 4.5 hours
- Not work more than 8 hours a day and 40 hours a week (excluding breaks)
- No night shift working
- Must be paid at least the relevant rate National Minimum Wage
- Entitled to at least Statutory Annual Leave allowance and that this leave is taken
- YW must be in education whilst working until the age of 18 or work-based learning such as an apprenticeship
- Not work with any machinery that is only permitted for operation by personnel over 18 years of age

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