

**THE CHILDREN AND YOUNG PERSONS ACT, 1963, Sec.37
SCHEDULE 1. THE CHILDREN (PERFORMANCE) REGULATIONS, 1968**

APPLICATION FOR A LICENCE

It is important that this form duly completed and with all relevant documents reaches the authority at least twenty-one days before the first performance for which the licence will be required. Failure to follow this procedure and lack of proper documentation may lead the authority to refuse the granting of a licence.

Application to the: **London Borough of Richmond Upon Thames**

**PART ONE
(To be completed by the Applicant)**

I hereby apply for a licence under Section 37 of the Children & Young Persons Act 1963. Authorising:

Name of Child:

- (1) To take part in a performance
- (2) Otherwise to take part in a sport, or
- (3) Otherwise to work as a model

either on dates specified in item 4(i) of Annexe to this Part or on the number of days and during the period specified in item 4(ii) to the Annexe of this Part

I certify that to the best of my knowledge the particulars contained in the Annexe to this part are correct.

I attach the following:

(Please tick)

a) copy of the birth certificate of the Child, or other satisfactory evidence of the Child's true age	
b) two identical passport size photographs of the Child during the six months proceeding the date of this application	
c) declaration from the Child's GP stating that he/she is fit and well for this performance	
d) letter from the Child's school stating they are prepared to release the Child if the performance is taking place during term	
e) copy of contract, draft contract or other containing particulars of the agreement regulating the Child's appearance in the performance or regulating the activity for which the licence is required	

I understand that if a licence is granted to me 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 licensing authority may impose under the said Regulations.

Date:

Signed: _____ (Applicant)

Full Name:

Occupation:

Contact Number:

Email Address:

Address:

Note: Any person who fails to observe any condition subject to which a licence is granted or knowingly or recklessly makes any false statement in or in connection with an application for a licence is liable to a fine not exceeding level 3 on the standard scale (currently £1,000) or imprisonment for a term not exceeding three months or both (Section 40 of the Children and Young Persons Act 1963).

(1) A licence specifying the number of days on which a Child may perform and the period, not exceeding six months, in which the performances may take place 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 use in a film intended for public exhibition.

ANNEXE TO PART ONE

PARTICULARS CONNECTED WITH THE PERFORMANCE IN WHICH THE ABOVE NAMED CHILD IS TO TAKE PART

1. Name and nature (a) of the performance or activities for which this licence is requested	
2. Give a brief description of the part that the Child will play	
3. Place(s) of the performance(s) or activities in respect of which the licence is requested (b)	
4. (a) The dates of the performances or activities for which the licence is requested OR (b) The number of days and the period during which it is requested that the Child may take part in the performance or activities	
5. Times and duration of the said performance or activities	
6. What are the approximate times and duration of the Child's appearance in said performance or activities	
7. The amount of night work for which approval is being sought from the local authority, under Regulation 30 of the Children (Performance) Regulations, 1968 Please state: (i) The number of days (ii) The hours on each day	
8. The sums to be earned by the Child in taking part in said performance or activities	
9. Proposed arrangements for rehearsal taking place during the 14 days preceding the first date of said performance or activities. State in respect of each rehearsal: (a) The date (b) The place (c) The hours/duration	
10. How many days or half days leave of absence from school is required to enable the aforementioned Child to take part in the said performance or activities?	
11. Please give details of the arrangements under Regulation 10 of the Children (Performance) Regulations 1969, for the education of the above Child during the period for which the licence is required. Stating: (i) The full name and address of the school to be attended, or (ii) The name, address and qualifications of proposed private tutor The place where the Child will be educated The proposed course of study How many other Children will be taught by the tutor at the same time as the Child named in the application – Please list the age and sex of each such Child. Whether the Child is to receive education in accordance with Regulation 10(4)(a)(b)	
12. The name of the local authority which has previously approved the appointment of the private tutor for the purposes of a licence	

(a) E.G. Film Television, Ballet, Theatrical, Opera Etc.

(b) This includes the places at which work is done. Please also state the local authority of such locations

13. The name of the proposed Matron/Chaperone	
14. The name of the local authority (if any) which has previously approved the appointment of the Matron/Chaperone for the purposes of the licence	
15. State the number of Children to be in care of the Matron/Chaperone during the time he/she would be in charge of the Child in respect of whom this application is made and the sex and age of each such Child	
16. The address(es) of the lodgings where the Child will live if a licence is granted by reason of which the Child has to live elsewhere than the place h/she would otherwise live, the name of the householder and the number of other Children who will be living at the same lodgings	
17. Approximately what time will be spent by the Child travelling (i) To the place of performance or rehearsal (ii) From the above place	
18. Give details of the arrangements (if any) for transport (i) To the place of performance or rehearsal (ii) From the above place	
19. The name of any other licensing authority to which an application has been made for any other Children to take part in performances or activities to which this application relates	

PART TWO

THIS PART MUST BE COMPLETED BY THE PARENT OR GUARDIAN OF THE CHILD

Full name of the Child	
Date of birth of the Child	
Address of the Child	
Name and address of any school attended, with dates, by the Child during the twelve months prior to the date of this application, or if the Child has not attended school, the name and address of any private tutor	
Particulars of any licence granted during the twelve months preceding this application, by any other authority, stating each case (a) The name of the local authority (b) The date the licence was granted (c) The dates and nature of the performance	
Give details of each application for any licence made during the twelve months prior to this application, and refused by any local authority other than the authority to which this application is made, stating each case (a) The name of the local authority (b) The date of the application (c) The reasons (if known) for the refusal to grant the licence	
Particulars of each performance for which a licence was not required in which the Child took part during the twelve months prior to this application, stating each case (a) The date (b) The place (c) The nature of the performance (d) The name of the person responsible for the performance	

<p>Give details of any form of employment, in the 28 days prior to the date of this application, stating:</p> <p>(a) The type of employment (b) The days on which the Child is employed (c) The times during which the Child is employed (d) The name of the local authority, which granted the work permit</p>	
<p>Particulars relating to the sums earned by the Child during the twelve months preceding the date of this application, stating:</p> <p>(a) Whether the sums earned were in respect of a licensed performance, a performance for which a licence was not required, or any other forms of employment (b) The amount of sums earned (c) The date on which any payment was received (d) The name, address and description of the person from whom any payment was received</p>	

<p>I support this application for a licence. I certify that to the best of my knowledge that the foregoing details are correct. I understand that if a licence is granted by the local authority it will be subject to restrictions and conditions laid down in the Children (Performance) Regulations, 1968 and any other conditions that may be imposed by the local authority under said regulations</p>	
Signed	
Date	
Relationship to the Child*	
Full name (please print)	
Contact number	
Email address	
Address	

* State whether Parent, Guardian or other person having from time to time charge of or control of the Child