**Terms of Work for youths and Children at Sovereign Gymnastics and Sovereign Events & Activity LTD**

**The terms laid out below are to be adhered to by all coaches, mini coaches and assistants at all times**

**Work and me**

The youngest age a child can work part-time is 13. [School-aged children](https://www.gov.uk/know-when-you-can-leave-school) aren’t entitled to the National Minimum Wage.

Children under 16 don’t pay National Insurance, Once you reach 16 you will need to register for self assessment and pay ant tax and national insurance you may owe

**Term time rules**

During term time children can only work a maximum of 12 hours a week. This includes:

* a maximum of 2 hours on school days and Sundays
* a maximum of 5 hours on Saturdays for 13 to 14-year-olds, or 8 hours for 15 to 16-year-olds

### School holiday rules

During school holidays 13 to 14-year-olds are only allowed to work a maximum of 25 hours a week. This includes:

* a maximum of 5 hours on weekdays and Saturdays
* a maximum of 2 hours on Sunday

During school holidays 15 to 16-year-olds can only work a maximum of 35 hours a week. This includes:

* a maximum of 8 hours on weekdays and Saturdays
* a maximum of 2 hours on Sunday

**Payment**

Your hourly rate will be discussed with your head coach/Centre manager. You will be paid via Bacs on a monthly basis into your nominated account.

Should you be redeeming your coaching pay against your training fees we will do this at source.

Should you fall into arrears with your training fees we will automatically deduct your coaching pay from the sums owed to the gym. Training fees are paid in full at the beginning of each term (every month) late payment will result in a late charge and could result in your space being offered to new members. We ask that standing orders are set up for the 28th of each month so that payments are received before the new month begins.

**Rules**

Mobile phones are not to be used in the gymnasium. The class coach is the only person who will have access to a mobile phone.

Uniform must be worn at all times when attending as a coach, If you do not have a coaching top please mention it to the class coach prior to the class starting.

You will be required to arrive a minimum of 10 minutes prior to the class starting so you can assist in setting up and receive the lesson plan.

**You are required to return this form within 7 days of receipt.**

**Signed**

**Head coach.........................................................................................................................**

**Coach/ Mini coach...........................................................................................................**

**Parent/ Guardian............................................................................................................**