SCHEDULE 1

Regulation 1

FORM OF APPLICATION FOR A LICENCE

(NOTE – It is important that this form, duly completed, should be sent so as to reach the licensing authority not less than 21 days before the first performance for which the licence is requested, since the licensing authority may otherwise refuse to grant a licence)

Application to	Bracknell Forest Borough Council

PART 1
(To be completed by the applicant)

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

   authorising…….(child's name)
   *(1) to take part in a performance
   *(2) otherwise to take part in a sport, or
   *(3) otherwise to work as a model

   *Delete as appropriate

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

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

3. I attach the following:-
   (a) the birth certificate of the child or other satisfactory evidence of child's age;
   (b) two identical prints (unmounted) of a photograph of the child taken during the six months preceding the date of the application;
   (c) a copy of the contract, draft contract or other documents containing particulars of the agreement regulating the child's appearance in the performances or regulating the activity for which the licence is requested;
   *(d) a declaration under section 38(1)(a) or (b) of the Children and Young Persons Act 1963
   **delete if inapplicable*
4. 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 (Performances) Regulations 1968 and to such other conditions as the local authority or the licensing authority may impose under the said Regulations.

Date:	Signed: (Applicant)
Full Name: Mr/Mrs/Miss	
Address: Tel. No.	
Occupation:	

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 £100 or imprisonment for a term not exceeding 3 months or both (section 40 of the Children and Young Persons Act 1963).

(a) A licence specifying the number of days on which a child may perform and the period, not exceeding 6 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.

The information that you have provided on this form will be used for the issuing of child performance licences only. We will not disclose any information about you to outside organisations or third parties without your written consent, unless the law requires us to do so.

ANNEXE TO PART 1

Particulars connected with the performance in which the child is to take part

1. Name and nature (a) of the performances or activities in respect of which the licence is requested.	
2. Description of the child's part	
3. Place of the performances or activities in respect of which the licence is requested (b).	
4. (i) The dates of the performances or activities for which the licence is requested, or	
(ii) The number of days and the period during which it is requested that the child may take part in performances or activities (c).	
5. Time and duration of performances or activities in respect of which the licence is requested.	
6. Approximate duration of the child's appearances in the performances or activities in respect of which the licence is requested.	
7. The amount of night work (if any) for which approval will be sought from the local authority under Regulation 30 of the Children (Performances) Regulations 1968 stating: (I) approximate number of days, (ii) approximate duration on each day.	

a) Nature of the performances or activities, e.g. theatrical, filming, television etc.
b) This includes the places at which work on location is to be done.
c) A licence specifying the number of days on which a child may perform and the period, not exceeding six months, in which the performances or activities 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.

8. The sums to be earned by the child in taking part in the performances or activities in respect of which the licence is requested.	
9. Where a licence is requested in respect of a performance, proposed arrangements for rehearsals taking place during the 14 days preceding the first performance for which the licence is requested, stating in respect of each rehearsal:	
(i) the date(s)	
(ii) the place	
(iii) the approximate duration	
10. The days or half days on which leave of absence from school is requested to enable the child to take part in performances or activities for which the licence is requested or in rehearsals.	
11. Proposed arrangements (if any) under Regulation 10 of the Children (Performances) Regulations 1968 for the education of the child during the period for which the licence is requested stating:	
(i) the name and address of the school to be attended, or	
(ii) (a) the name, address and qualification of the proposed private teacher	
(b) the place where the child will be taught	
(c) the proposed course of study	
(d) the number of other children to be taught by the private teacher at the same time as the child in respect of whom this application is made, and the sex and age of each such child.	
(e) whether the child is to receive the required amount of education in accordance with Regulation 10(4)(a) or Regulation 10(4)(b)	

12. The name of the local authority (if any) which has previously approved the appointment of the private teacher for the purposes of this licence.	
13. The name, address and description of the proposed chaperone.	
14. The name of the local authority (if any) which has previously approved the appointment of the chaperone for the purposes of a licence.	
15. The number of other children to be in the charge of the chaperone during the time when he/she would be in charge of the child in respect of whom the application is made, and the sex and age of each such child	
16. The address of the lodgings where the child will live if a licence is granted by reason of which the child has to live elsewhere than at the place where the child would otherwise live, the name of the householder and the number of other children who will live in the same lodgings.	
17. Approximate length of time which the child will spend travelling:	
(a) to the place of performance, rehearsal or activity	
(b) from the place of performance, rehearsal or activity	
And the arrangements (if any) for transport:	
(a) to the place of performance, rehearsal or activity	
(b) from the place of performance, rehearsal or activity	
18. Name of any other licensing authority to which an application has been made for another child to take part in performances or activities to which this application relates.	
19. Where the application is for a licence for an activity, a statement by the child's parent that the child is medically fit for the proposed activity.	

PART 2

(To be completed by a parent)

Note-Parent includes a guardian or other person who has for the time being the charge of or control over the child

Please give the following particulars:

1. Full name of child	
2. Date of birth of child	
3. Address of child	
4. Name and addresses of schools attended by the child during the twelve months preceding the date of this application or, if child has not attended school, the name and address of his private teacher	
5. Particulars of each licence granted during the twelve months preceding the date of this application by any local authority other than the licensing authority to whom this application is made, stating in each case:	
(a) the name of the local authority	
(b) the date on which the licence was granted	
(c) the dates and nature of the performance or activities	
6. Particulars of each application for a licence made during the twelve months preceding the date of this application and refused by any local authority other than the licensing authority to whom this application is made, stating in 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 a licence	
7. Particulars of each performance for which a licence was not required in which the child took part during the twelve months preceding the date of this application, stating in each case: (a) the date (b) the place (c) the nature of the performance (d) the name of the person responsible for the production of the performance in which the child took part	

8. Dates (if any) on which the child has been absent from school during the twelve months preceding the date of this application by reason of his taking part in a performance or activity.	
9. Particulars of any other form of employment in which the child is employed during the 28 days preceding the day of the first performance or first activity for which the licence is requested, stating: (a) the nature of the employment, (b) the days on which the child is employed, (c) the times during which the child is employed.	
10. Particulars relating to the sums earned by the child during the twelve months preceding the date of this application stating: (a) whether the sums earned were in respect of performances or activities for which a licence was granted, performances for which a licence was not required or other forms of employment, (b) the amount of the sums earned, (c) the date on which payment was received (d) the name, address and description of the person from whom the payment was received.	

I support this application for a licence

I certify that to the best of my knowledge the foregoing particulars are correct and I understand that if a licence is granted it will be granted subject to the restrictions and conditions laid down in the Children (Performances) Regulations 1968 and to such other conditions as the local authority or the licensing authority may impose under the said Regulations.

Date…….. Signed…….

(Parent)

Full Name :

Address :

Telephone No. :

Relationship to Child* :

* State whether parent, guardian or other person having, for the time being, the charge of or control over the child

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 £100 or imprisonment for a term not exceeding three months or both (Section 40 of the Children and Young Persons Act 1963).

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