



Youth @ Work Activity

Know Your Rights



This Activity at a Glance

This activity has been adapted from “Youth @ Work: Talking Safety,” a curriculum for youth employment programs developed by the Labor Occupational Health Program at UC Berkeley.

In this activity students will learn about some of their legal rights on the job, using a bingo game.

Objectives

By the end of this activity students will be able to:

- Describe the legal limitations on tasks that teens may do on the job, and on the hours they may work.
- Identify two health and safety rights that teens have on the job.
- Identify the government agencies that enforce labor and job safety laws.

Materials Needed

- Student Handout #1, *Are You a Working Teen*, copied for each student.
- Student Handout #2 (bingo boards #1–13), enough copies so each student has one board.
- Overhead #1, photocopied onto an overhead transparency, or copied onto flipchart paper.

Total Time — 30 minutes

Detailed Instructor's Notes

A. Introduction: Your legal rights.

(5 minutes)

1. Explain to the class that teens have important legal rights on the job. Child labor laws protect teens from working long or late hours, and from doing certain dangerous tasks on the job. Health and safety laws protect all workers, including teens, from job hazards.
2. Ask the class the following questions to introduce the topic:

“What is the minimum wage in California?”

Answer: This is the lowest hourly wage that California employers are allowed to pay their workers. It is \$6.75 per hour.

“How late can teens work on school nights?”

Answer: Until 7pm if you are 14 or 15, and until 10pm if you are 16 or 17.

Instructor's Note: There is an exception. Students in Work Experience programs may be allowed to work later under certain circumstances.

“What state agency can you call if there's a health and safety problem on your job?”

Answer: Cal/OSHA.

3. If no one volunteers the answers to the above questions, tell the class the right answers. Explain that they will get more information on these and other legal rights in the next activity.

B. Review the factsheet.

(5 minutes)

1. Explain that students will now begin preparing to take part in a Bingo game. Distribute Student Handout #1, and ask people to look it over.
2. Point out the topics covered in the factsheet.

C. Labor Law Bingo game.

(15 minutes)

1. Divide the class into “teams” of two. Explain that each student will work with a partner on this activity.

2. Give each team one Bingo board (there are 13 different boards). Also give each team a supply of game pieces. (This could be cut up pieces of paper, some pennies, or pieces from other board games.) They will use these to cover the squares on their board as answers are called out.

3. Explain the game:

- Everyone may cover the center square of their board, which is a free space.
- The first team to have a row of correct answers wins.
- The instructor will read the Bingo questions.
- After each question is read students should call out possible answers. They may refer to the Student Handout #1, *Are You a Working Teen*, to find the answers.
- The instructor should give the answer if the class doesn't come up with it.
- Tell the teams that have the correct answer on their board to cover it with one of their game pieces. Note that some have several correct answers.
- The first team to have a row of correct answers wins. The row may be horizontal, vertical, or diagonal.

Note: At least one team will win by the time you've asked question #13.

4. Give them prizes (a piece of candy, apencil, a note pad, or folder), then ask the teams to clear their Bingo boards and start a second game. Ask questions #14–26. When a second team has won, give them prizes.

Labor Law Bingo—Questions and Answers

1. **What is the minimum wage in California?**

\$6.75 per hour.

2. **Name one kind of machinery you can't use if you are under 18.**

Meat slicer; fork lift; box crusher.

3. **How old do you have to be to cook in a restaurant?**

16 years old.

4. **Name a task that a worker cannot do until age 16.**

Load or unload trucks; cooking; dry cleaning; work in construction; work in manufacturing.



5. Name a task that a worker cannot do until age 18.

Roofing; driving as a main part of the job; handle, serve, or sell alcohol.

6. If you are 16 or 17, how many hours can you work on a school day?

4 hours.

7. If you are 14 or 15, how many hours can you work on a school day?

3 hours.

8. If you are 14 or 15, how many hours can you work on a Saturday or Sunday?

8 hours.

9. If you are 14 or 15, up to how many hours can you work during a school week?

18 hours.

10. Name one thing you can do to prevent a job injury.

Follow safety rules; get safety training; report unsafe conditions.

11. Under Cal/OSHA law, who is responsible for providing a safe and healthy workplace?

The employer.

12. How late can 16- and 17-year-olds work on school nights?

10:00 pm.

13. How late can 16- and 17-year-olds work on Friday and Saturday nights?

12:30 am.

14. During the school year, how late can 14- and 15-year-olds work at night?

7:00 pm.

15. During the summer, how late can 14- and 15-year-olds work at night?

9:00 pm.

16. At what age do teens no longer need to get a work permit?

18 years old.

17. If you are under 18, when do you need a work permit?

Whenever you start a new job.

18. How many teens in the U.S. go to a hospital emergency room each year for work-related injuries?

77,000 teens.

19. In California, where do you go to get a work permit?

Your school or school district office.

20. What is the earliest that a 14- or 15-year-old is allowed to begin work in the morning?

7:00 am.

21. What is the earliest that a 16- or 17-year-old is allowed to begin work in the morning?

5:00 am.

22. What is the name of the state agency to call about the hours you are allowed to work or the type of work you can do?

The Division of Labor Standards Enforcement in the California Department of Industrial Relations.

23. What is the name of the state agency that handles complaints about workplace safety?

Cal/OSHA—the California Occupational Safety and Health Administration.

24. What is the name of the state agency that handles complaints about racial discrimination or sexual harassment at work?

Fair Employment and Housing.

25. What does Workers' Compensation pay for?

Medical treatment; lost wages.

26. Name one health and safety protection your employer must provide.

Protective equipment and clothing; a safe and healthy workplace; safety training.

D. Review.

(5 minutes)

1. Show Overhead #1 and review the key points covered in this lesson.

California labor laws set a minimum age for certain types of dangerous work. They also protect teens from working too long, too late, or too early.

Cal/OSHA says that by law every employer must provide:

- A safe and healthful workplace.
- Health and safety training, including information on dangerous chemicals.
- Any safety equipment that workers need.
- A way for workers to report hazards.

There are two divisions of the California Department of Industrial Relations that may be able to help with problems on the job. The Division of Labor Standards Enforcement deals with state labor laws. Cal/OSHA deals with state workplace health and safety laws.

By law, you can report a safety problem without fear of punishment.

You can work more safely if you know your rights and responsibilities!

Key Points: Know Your Rights

California labor laws:

- Set a minimum age for some types of dangerous work.
- Protect teens from working too long, too late, or too early.

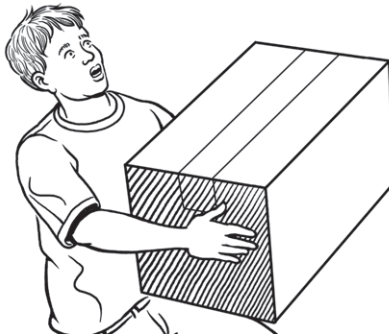
Cal/OSHA says every employer must provide:

- A safe and healthy workplace.
- Safety training, including information on dangerous chemicals.
- Safety equipment.
- A way for workers to report hazards.

By law, you can report a safety problem without fear of punishment.

Are You a Working Teen?

Protect Your Health! Know Your Rights!



Could I Get Hurt or Sick on the Job?

- 18-year-old Sylvia caught her hand in an electric cabbage shredder at a fast food restaurant. Her hand is permanently disfigured and she'll never have full use of it again.
- 17-year-old Joe lost his life while working as a construction helper. An electric shock killed him when he climbed a metal ladder to hand an electric drill to another worker.
- 16-year-old Donna was assaulted and robbed at gunpoint at a sandwich shop. She was working alone after 11 p.m.

Every year nearly **70 teens under 18 die** from work injuries in the United States. Another **77,000 get hurt** badly enough that they go to a hospital emergency room.

Why do injuries like these occur? Teens are often injured on the job due to unsafe equipment, stressful conditions, and speed-up. Also they may not receive adequate safety training and supervision.

Teens are much more likely to be injured when they work on jobs they are not allowed to do by law.

What Hazards Should I Watch Out For?

Type of Work	Examples of Hazards
Janitor/Clean-up	<ul style="list-style-type: none"> • Toxic chemicals in cleaning products • Blood on discarded needles
Food Service	<ul style="list-style-type: none"> • Slippery floors • Hot cooking equipment • Sharp objects
Retail/Sales	<ul style="list-style-type: none"> • Violent crimes • Heavy lifting
Office/Clerical	<ul style="list-style-type: none"> • Stress • Harassment • Poor computer work station design

What Are My Rights on the Job?

By law, your employer must provide:

- A safe and healthful workplace.
- Training about health and safety, including information on chemicals that could be harmful to your health.
- Protective clothing and equipment.
- At least the California minimum wage, \$6.75 an hour. (City minimum wages may be higher.) In some cases, employers can pay less than minimum wage during your first 160 hours of work, if you have no previous similar experience. For more information, ☎ (888) ASK-WAGE (275-9243).
- Workers' compensation benefits if you are hurt on the job. These include:
 - Medical care for your injury, whether or not you miss time from work.
 - Payments if you lose wages for more than 3 days or if you are hospitalized overnight.
 - Other benefits if you become permanently disabled.

You also have a right to:

- Report safety problems to Cal/OSHA.
- Work without racial or sexual harassment.
- Refuse to work if the job is immediately dangerous to your life or health.
- Join or organize a union.

Is It OK to Do Any Kind of Work?

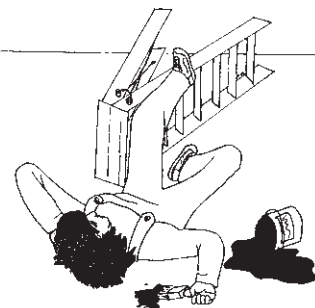
NO! There are laws that protect teens from doing dangerous work.

In California no worker under 18 may:

- Drive a motor vehicle on public streets as a main part of the job
- Drive a forklift
- Use powered equipment like a circular saw, box crusher, meat slicer, or bakery machine
- Work in wrecking, demolition, excavation, or roofing
- Work in logging or a sawmill
- Handle, serve, or sell alcoholic beverages
- Work where there is exposure to radiation

Also, no one 14 or 15 years old may:

- Do any baking or cooking on the job (except cooking at a serving counter)
- Work in dry cleaning or a commercial laundry
- Do building, construction, or manufacturing work
- Load or unload a truck, railroad car, or conveyor
- Work on a ladder or scaffold



Are There Other Things I Can't Do?

YES! There are many other restrictions regarding the type of work you can and cannot do.

If you are **under 14**, there are even stricter laws to protect your health and safety.

Check with your school counselor or job placement coordinator to make sure the job you are doing is allowed.

Do I Need a Work Permit?

YES! If you are under 18 and plan to work, you must get a work permit from your school or school district office (unless you have graduated).



What Are My Safety Responsibilities on the Job?

To work *safely* you should:

- Follow all safety rules and instructions
- Use safety equipment and protective clothing when needed
- Look out for co-workers
- Keep work areas clean and neat
- Know what to do in an emergency
- Report any health and safety hazard to your supervisor

Should I Be Working This Late or This Long?

California child labor laws protect teens from working too long, too late, or too early.

This table shows the hours teens may work. (Some school districts may have more restrictive regulations. Also, there are some exceptions for teens in Work Experience Education programs.)

Work Hours for Teens		
	Ages 14 and 15	Ages 16 and 17
Work Hours	<ul style="list-style-type: none"> • 7 am–7 pm, from Labor Day–June 1 • Not during school hours • 7 am–9 pm, from June 1–Labor Day 	<ul style="list-style-type: none"> • 5 am–10 pm when there is school the next day • 5 am–12:30 am when there is no school the next day
Maximum Hours When School Is in Session	18 hours a week, but not over: <ul style="list-style-type: none"> • 3 hours a day on school days • 8 hours a day Saturday–Sunday and holidays 	48 hours a week, but not over: <ul style="list-style-type: none"> • 4 hours a day Monday–Thursday • 8 hours a day Friday–Sunday and holidays
Maximum Hours When School Is <i>not</i> in Session	<ul style="list-style-type: none"> • 40 hours a week • 8 hours a day 	<ul style="list-style-type: none"> • 48 hours a week • 8 hours a day



What If I Get Hurt on the Job?

- Tell your supervisor right away. If you're under 18, tell your parents or guardians too.
- Get emergency medical treatment if needed.
- Your employer must give you a **claim form**. Fill it out and return it to your employer. This helps ensure that you receive workers' compensation benefits.

Workers' Compensation: Did You Know?

- You can receive benefits:
 - Even if you are under 18.
 - Even if you are a temporary or part-time worker (in most cases).
- You receive benefits no matter who was at fault for your job injury.
- You don't have to be a legal resident of the U.S. to receive workers' compensation benefits.
- You can't sue your employer for a job injury (in most cases).
- You can see your own doctor if you give your employer the doctor's name and address *before* you are injured.

You have a right to speak up!















It is illegal for your employer to fire or punish you for reporting a workplace problem or injury, or for claiming workers' compensation.

What If I Need Help With a Safety Problem?

- Talk to your supervisor about the problem.
- Talk to your parents or teachers.
- Talk to your job training representative.
- Talk to your union representative (if any).
- For health and safety information and advice, call the California Resource Network for Young Worker Health and Safety. Many materials are available in Spanish.
☎ (888) 933-TEEN www.youngworkers.org
- If necessary contact one of these California government agencies (a local phone number can be found in the State Government pages).
 - **Cal/OSHA** (under Industrial Relations Dept., Occupational Safety and Health) for information about making a health or safety complaint.
☎ (800) 963-9424 www.dir.ca.gov/DOSH
 - **Labor Standards Enforcement** (under Industrial Relations Dept.) to make a complaint about wages or work hours.
☎ (415) 703-5300 www.dir.ca.gov/DLSE
 - **Fair Employment and Housing** to make a complaint about sexual harassment or discrimination.
☎ (800) 884-1684 www.dfeh.ca.gov
 - **Workers' Compensation – Information and Assistance** (under Industrial Relations Dept.) to get information about benefits for injured workers.
☎ (800) 736-7401 www.dir.ca.gov/DWC














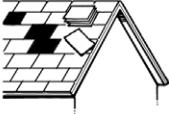




Labor Law Bingo: Board #1

<p>4 hours</p> 	 <p>7 PM</p>	<p>18 years old</p> 	<p>Box crusher</p>	<p>18 hours</p> 
<p>The employer</p>	<p>Medical treatment</p>	<p>Labor Standards Enforcement</p>	<p>Fair Employment and Housing</p>	<p>3 hours</p> 
<p>77,000 teens</p>	<p>\$6.75 an hour</p>	<p>FREE SPACE</p>	<p>Safe and healthy workplace</p>	 <p>Driving a vehicle</p>
<p>16 years old</p> 	<p>Your school</p> 	 <p>Load/unload trucks</p>	 <p>9 PM</p>	<p>Follow safety rules</p>
<p>Whenever you start a new job</p>	<p>8 hours</p> 	 <p>12:30 AM</p>	 <p>10 PM</p>	 <p>7 AM</p>


















Labor Law Bingo: Board #2

Follow safety rules	8 hours 	 5 AM	\$6.75 an hour	Protective equipment
4 hours 	The employer	18 hours 	Fair Employment and Housing	Medical treatment
 7 PM	 Cook	FREE SPACE	 Fork Lift	Cal/OSHA
18 years old 	 12:30 AM	 7 AM	 9 PM	3 hours 
Labor Standards Enforcement	16 years old 	 Roofing	Your school 	 10 PM


















Labor Law Bingo: Board #3

Follow safety rules	Lost wages 	18 years old 	 Handle, serve, or sell alcohol	3 hours 
Labor Standards Enforcement	 Load/unload trucks	 7 AM	 7 PM	16 years old 
Whenever you start a new job	 10 PM	FREE SPACE	Cal/OSHA	8 hours 
\$6.75 an hour	Box crusher	4 hours 	 9 PM	 12:30 AM
18 hours 	Protective equipment	Your school 	The employer	Fair Employment and Housing














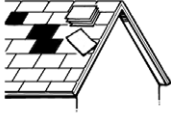



Labor Law Bingo: Board #4

<p>4 hours</p> 	<p>16 years old</p> 	<p>The employer</p>	<p>Your school</p> 	<p>Whenever you start a new job</p>
<p>18 hours</p> 	<p>\$6.75 an hour</p>	 <p>12:30 AM</p>	<p>Follow safety rules</p>	<p>Box crusher</p>
 <p>10 PM</p>	 <p>Driving a vehicle</p>	<p>FREE SPACE</p>	 <p>9 PM</p>	<p>Fair Employment and Housing</p>
 <p>Load/unload trucks</p>	<p>Lost wages</p> 	<p>77,000 teens</p>	 <p>5 AM</p>	<p>8 hours</p> 
 <p>7 PM</p>	<p>Protective equipment</p>	<p>Labor Standards Enforcement</p>	<p>18 years old</p> 	<p>3 hours</p> 

















Labor Law Bingo: Board #5

Cal/OSHA	Whenever you start a new job	18 years old 	 9 PM	18 hours 
The employer	Labor Standards Enforcement	Fair Employment and Housing	\$6.75 an hour	16 years old 
 Cook	 10 PM	FREE SPACE	77,000 teens	 5 AM
4 hours 	Protective equipment	 7 PM	 Fork Lift	3 hours 
 7 AM	Follow safety rules	 12:30 AM	 Roofing	8 hours 


















Labor Law Bingo: Board #6

<p>3 hours</p> 	<p>Safe and healthy workplace</p>	<p>Protective equipment</p>	<p>Fair Employment and Housing</p>	<p>18 hours</p> 
<p>Labor Standards Enforcement</p>	<p>18 years old</p> 	<p>Medical treatment</p>	<p>\$6.75 an hour</p>	<p>16 years old</p> 
 <p>Cook</p>	 <p>10 PM</p>	<p>FREE SPACE</p>	<p>4 hours</p> 	<p>Your school</p> 
 <p>Driving a vehicle</p>	 <p>5 AM</p>	 <p>7 PM</p>	<p>Cal/OSHA</p>	<p>Report unsafe conditions</p>
 <p>7 AM</p>	 <p>Meat slicer</p>	<p>77,000 teens</p>	<p>The employer</p>	<p>8 hours</p> 

















Labor Law Bingo: Board #7

<p>Follow safety rules</p>	 Load/unload trucks	 5 AM	 Handle, serve, or sell alcohol	18 hours 
8 hours 	 12:30 AM	 7 AM	 Fork Lift	16 years old 
Your school 	Whenever you start a new job	FREE SPACE	Labor Standards Enforcement	4 hours 
\$6.75 an hour	Fair Employment and Housing	The employer	Medical treatment	18 years old 
Protective equipment	 10 PM	3 hours 	 7 PM	Cal/OSHA


















Labor Law Bingo: Board #8

Follow safety rules	8 hours 	18 years old 	Box crusher	18 hours 
Medical treatment	 Handle, serve, or sell alcohol	 9 PM	 12:30 AM	Your school 
3 hours 	77,000 teens	FREE SPACE	Cal/OSHA	 Load/unload trucks
\$6.75 an hour	16 years old 	Fair Employment and Housing	 7 AM	 7 PM
The employer	Whenever you start a new job	 10 PM	4 hours 	Labor Standards Enforcement

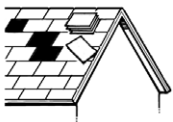















Labor Law Bingo: Board #9

Cal/OSHA	 10 PM	 9 PM	 Meat slicer	18 hours 
16 years old 	Work in manufacturing	3 hours 	Labor Standards Enforcement	Fair Employment and Housing
 7 AM	Your school 	FREE SPACE	Safe and healthy workplace	77,000 teens
 7 PM	8 hours 	 12:30 AM	4 hours 	\$6.75 an hour
 Driving a vehicle	18 years old 	Follow safety rules	The employer	Lost wages 






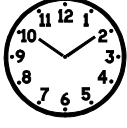












Labor Law Bingo: Board #10

<p>The employer</p>	 <p>Roofing</p>	<p>18 years old</p> 	<p>Fair Employment and Housing</p>	<p>18 hours</p> 
<p>Lost wages</p> 	 <p>12:30 AM</p>	 <p>7 AM</p>	<p>Whenever you start a new job</p>	 <p>Load/unload trucks</p>
<p>3 hours</p> 	<p>Box crusher</p>	<p>FREE SPACE</p>	<p>Cal/OSHA</p>	 <p>9 PM</p>
<p>\$6.75 an hour</p>	<p>77,000 teens</p>	<p>16 years old</p> 	<p>8 hours</p> 	 <p>7 PM</p>
<p>4 hours</p> 	<p>Report unsafe conditions</p>	 <p>10 PM</p>	<p>Safe and healthy workplace</p>	<p>Labor Standards Enforcement</p>













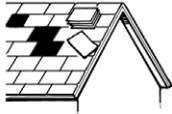






Labor Law Bingo: Board #11

 7 AM	18 hours 	Cal/OSHA	 12:30 AM	\$6.75 an hour
16 years old 	Protective equipment	Fair Employment and Housing	18 years old 	3 hours 
8 hours 	 Load/unload trucks	FREE SPACE	 5 AM	 10 PM
Follow safety rules	Your school 	 Driving a vehicle	 7 PM	The employer
77,000 teens	Whenever you start a new job	 Meat slicer	4 hours 	 9 PM




















Labor Law Bingo: Board #12

<p>Your school</p> 	 <p>Load/unload trucks</p>	<p>18 hours</p> 	 <p>7 PM</p>	<p>The employer</p>
 <p>7 AM</p>	<p>16 years old</p> 	<p>Labor Standards Enforcement</p>	 <p>10 PM</p>	<p>\$6.75 an hour</p>
 <p>Meat slicer</p>	<p>Follow safety rules</p>	<p>FREE SPACE</p>	 <p>12:30 AM</p>	<p>8 hours</p> 
<p>4 hours</p> 	<p>Whenever you start a new job</p>	<p>18 years old</p> 	<p>Protective equipment</p>	 <p>Roofing</p>
 <p>9 PM</p>	<p>3 hours</p> 	<p>Cal/OSHA</p>	<p>Lost wages</p> 	 <p>5 AM</p>



Labor Law Bingo: Board #13

<p>3 hours</p> 	<p>8 hours</p> 	<p>18 years old</p> 	 <p>Handle, serve, or sell alcohol</p>	<p>Cal/OSHA</p>
<p>The employer</p>	<p>18 hours</p> 	 <p>7 AM</p>	 <p>12:30 AM</p>	<p>16 years old</p> 
<p>Your school</p> 	 <p>10 PM</p>	<p>FREE SPACE</p>	<p>Fair Employment and Housing</p>	 <p>Meat slicer</p>
<p>\$6.75 an hour</p>	<p>Lost wages</p> 	 <p>7 PM</p>	<p>4 hours</p> 	<p>Follow safety rules</p>
 <p>5 AM</p>	<p>Whenever you start a new job</p>	 <p>Load/unload trucks</p>	 <p>9 PM</p>	<p>Protective equipment</p>