

# KNOW YOUR RIGHTS AT WORK



## AT WHAT AGE CAN A YOUNG PERSON START WORK?

In general employers cannot take on a person under 16. However, they may employ 14 and 15 year olds on light work under certain conditions.

## ARE THERE LIMITS ON STARTING AND FINISHING TIMES FOR YOUNG PERSONS?

A person aged 14 and 15 currently cannot start work before 8am and they cannot work beyond 8pm.

A person aged 16 or 17 cannot start work before 6am, and they cannot work beyond 10pm when they have school the following day. If they are not required to be in school the following day, they may not work beyond 11pm.

## HOW MANY HOURS CAN A YOUNG PERSON CURRENTLY WORK EACH DAY/WEEK?

- A person aged 14 cannot work during the school term.
- A person aged 14 may work a maximum of 40 hours per week during work experience.
- A person aged 15 may work a maximum of 8 hours per week during the school term, a maximum of 35 hours during school holidays, and up to 40 hours during work experience.
- A person aged 16 or 17 may work a maximum of 8 hours per day and up to 40 hours per week.
- All workers have the right to 11 hours rest before their next shift. (within 24 hours)

## WHEN I START MY JOB, WHEN SHOULD I RECEIVE MY CONTRACT?

Within 5 days of starting work you should receive your core employment terms. (a list of your core entitlements is available by using the below QR code). The full terms to be provided within one month.

## WHAT SHOULD MY HOURLY RATE OF PAY BE?

The minimum wage is currently **€14.15**.  
\*There are sub minimum rates for workers under the age of 20 years.

### Minimum Wage Rates by Age:

- **Aged 20 and over:** €14.15 per hour
- **Aged 19:** €12.74 per hour (90% of the minimum rate)
- **Aged 18:** €11.32 per hour (80% of the minimum rate)
- **Under 18:** €9.91 per hour (70% of the minimum rate)



## I AM OUT OF WORK SICK, AM I ENTITLED TO BE PAID?

From January 2024, all workers are entitled to 5 days sick pay under certain conditions as follows:

- you must have worked for your employer for at least 13 continuous weeks, and you must have a doctor's note.

## ARE YOUNG PERSONS ENTITLED TO SPECIAL WORK BREAKS?

A worker is entitled to...	14/15 Years of Age	16/17 Years of Age
A 30-minute break after working:	4 hours	4 ½ hours
Every 24 hours	14 hours off	12 hours off
Every 7 days	2 days off	2 days off

People aged 16/17 are entitled to these breaks but do not have to take them.

# THINGS YOU SHOULD KNOW

## ANNUAL LEAVE:

Annual Leave: You are entitled to 4 weeks' annual leave each year.

## PUBLIC HOLIDAYS:

There are 10 paid public holidays. If you're required to work on a public holiday, you are generally entitled to additional pay or a paid day off in lieu.

## CALCULATING ANNUAL LEAVE:

Your annual leave is calculated as 8% of the hours you've worked. For instance, if you've worked 1000 hours in a year (19 hours on average per week), you're entitled to 80 hours of paid annual leave over 4 weeks.

## PART-TIME AND TEMPORARY

All part-time and/or temporary Workers are also entitled to paid annual leave. To be entitled to public holiday benefits, you must have worked for at least 40 hours in the 5 weeks before the public holiday.

## DURING PROTECTIVE LEAVE:

Workers on protective leave continue to accumulate annual leave and public holiday entitlement during this leave. Maternity leave, adoptive leave, paternity leave, parental leave, parent's leave and health & safety leave are protective leave.

## BANDED HOURS:

Workers can formally request, in writing, a specific band of hours based on their average hours worked over the past 12 months. This provides workers with certainty of income. Employers must respond to this request within 4 weeks. For further information contact Mandate at [mandate@mandate.ie](mailto:mandate@mandate.ie)

## WEEKLY BAND OF WORKING HOURS:

<b>Band A</b>	<b>3 to 6 hours</b>
<b>Band B</b>	<b>6 to 11 hours</b>
<b>Band C</b>	<b>11 to 16 hours</b>
<b>Band D</b>	<b>16 to 21 hours</b>
<b>Band E</b>	<b>21 to 26 hours</b>
<b>Band F</b>	<b>26 to 31 hours</b>
<b>Band G</b>	<b>31 to 36 hours</b>
<b>Band H</b>	<b>36 hours or more</b>

## WHY JOIN A UNION AND HOW CAN THEY HELP?

As a worker you have rights no matter what job you have or what age you are. All workers are entitled to join a trade union and become a member. All workers should join a union for their employment protection and to ensure their rights are respected. As a union member you will be given information, advice and support that you receive your entitlements at work. A union can give you legal representation and may be able to negotiate better pay and benefits for you at work.

For more information on unions, contact Mandate Trade Union at [mandate@mandate.ie](mailto:mandate@mandate.ie)



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