



# Teen Worker Tech Guide: Your Rights and Responsibilities

Health and Environmental Systems Laboratory /Occupational Safety and Health Division of the Georgia Tech Research Institute • 2005



At any given time approximately 45% of 16-17 year olds will be working and up to 80% of all teens will have a job before they graduate from high school. Here are some important statistics each year:

- 200,000 teens under the age of 18 are injured while working
- 77,000 get hurt badly enough that they had to go to the emergency room
- 70 teens die from work related injuries

## What are your Safety Responsibilities on the Job?

To work safely you should:

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

## Potential Hazards on the Job

Type of Work	Examples of Hazards
Food Service	Slippery floors Sharp objects Hot cooking equipment
Retail	Violent crimes Heavy lifting
Clean-up	Chemical exposure Slips, trips, and falls Blood or other potentially infectious materials

## What is OSHA?

OSHA is the Occupational Safety and Health Administration. Its role is to assure the safety and health of America's workers by setting and enforcing standards; providing training, outreach, and education; establishing partnerships; and encouraging continual improvement in workplace safety and health.

## Additional info...

- ◆ Occupational Safety and Health Admin.  
[www.osha.gov/SLTC/teenworkers/index.html](http://www.osha.gov/SLTC/teenworkers/index.html)
- ◆ US Department of Labor  
[www.youthrules.dol.gov](http://www.youthrules.dol.gov)
- ◆ Maine Department of Labor  
[www.safeteen.org](http://www.safeteen.org)

## Working Hours

Youth **18 years or older** may perform any job, whether hazardous or not, for unlimited hours.

Youth **16 or 17 years old** may perform any non-hazardous job for unlimited hours.

Youth **14 and 15 years old** may work outside school hours in various non-manufacturing, non-mining, non-hazardous jobs. They cannot work:

- More than 3 hours a day on school days, including Friday
- More than 18 hours per week in school weeks
- More than 8 hours a day on non-school days
- More than 40 hours per week when school is not in session.

Also, 14- and 15-year-olds may not work before 7:00 a.m., nor after 7:00 p.m., except from June 1 through Labor Day, when their permissible hours are extended to 9:00 p.m. Under a special provision, youth 14 and 15 years old who are enrolled in an approved [Work Experience and Career Exploration Program](#) may be employed for up to 23 hours during school weeks and 3 hours on school days (including during school hours).

## What are your Employers Responsibilities?

- Provide a workplace that protects workers from injuries, illness, and fatalities.
- Know the law about working limits for teens, including the number of hours that you can work and the kinds of jobs that can be performed.
- Emphasize the importance of safety.
- Make sure that teens are trained properly.
- Teach workers to recognize hazards and use safe work practices.

For further information, contact the Occupational Safety and Health Division at (404) 894-3806 <http://www.oshainfo.gatech.edu>

