

**Ohio Department of Education Guidance on Minor Work Permits during School Building
Closure due to COVID-19
Effective through June 30, 2020**

How can students go about obtaining a work permit under Ohio's Minor Labor Laws if schools are closed?

According to the Ohio Department of Commerce, if a minor has all necessary paperwork completed and is unable to get the permit processed due to school closure, the completed paperwork may itself stand in the place of the physically printed permit. Employers should keep the paperwork on file, just like they would the permit. The formal permit should be processed as soon as the school is reopened.

As a reminder, hour restrictions outlined in [Ohio Revised Code Section 4109](#) are still in place for any week that was not a pre-planned school holiday (i.e., spring break) and the prohibited/hazardous occupation restrictions are still active.

To download a copy of the Parent or Guardian Consent Form for Minor Work Permit, [click here](#) . For questions, call the Division of Industrial Compliance's Bureau of Wage and Hour Administration at 614-644-2239 or email webmaster@wagehour.com.state.oh.us.

Please contact the District Support Center at 937-663-4123 ext.2603 or email Mrs. McNutt at mcnuttb@grahamlocalschools.org for addition information and instructions on obtaining a work permit.

The district will continue to follow or building closure orders and attempt to issue the permits via email to students if possible.