

**CHILDREN IN ENTERTAINMENT**  
**THE CHILDREN (PERFORMANCES AND ACTIVITIES) (ENGLAND) REGULATIONS 2014**  
**Children (Performances and Activities)(England) Regulation 11 – DAILY RECORD SHEET**

Child's Name		Child's Date of Birth	
Parent's Contact Details		Child's Agent	
Child's Licensing Authority		Local Authority for location of work	
Chaperone Name & Licensing Authority		Tutor Name & Licensing Authority	
Name of Production		Child's Licence seen/retained	
Production Company Name & Telephone Number		Licence Holder Name & Telephone Number	
Date of Performance		Place of Performance	

07:00				08:00				09:00				10:00			
00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00

11:00				12:00				13:00				14:00			
00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00

15:00				16:00				17:00				18:00			
00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00

19:00				20:00				21:00				22:00			
00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00

23:00				24:00				01:00				02:00			
00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00	00 to 15	15 to 30	30 to 45	45 to 00

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|-------------------------------------|--|----------------------------------|
| <b>A</b> = Arrival at venue         | <b>D</b> = Departure from venue        | <b>H</b> = Deliver to home       |
| <b>M</b> = Meal breaks              | <b>O</b> = Other (make up/costume)     | <b>N</b> = authorised Night work |
| <b>P</b> = Performance on set/stage | <b>PU</b> = Pick up to escort to venue | <b>R</b> = Rest break            |
| <b>S</b> = Standby                  | <b>T</b> = Tutor time                  | <b>W</b> = Wrap up               |

This record sheet relates to the information the Licence Holder or Chaperone is required to keep by law for each child performing. It is a requirement under the Regulations that these records be kept and made available at every place of performance where a child is present for inspection by an officer of the Local Authority. Upon completion of the production the record sheet(s) should be stored at the Licence Holder's main company address for a period of not less than 6 months after the final performance date.

Chaperone signature: \_\_\_\_\_ Date: \_\_\_\_\_