

SOUTHWARK SCHOOLS HUMAN RESOURCES

EU Settlement Scheme

NOTE: this information applies to EEA nationals and nationals of countries that part of the EEA but not the EU (e.g. Iceland, Norway and Liechtenstein). It also applies to Swiss nationals.

As an employer, you may have EEA nationals as part of your workforce. You are under no obligation to ensure that any EEA nationals who work for you apply for settlement or pre-settled status.

However, as an employer you may wish to signpost your staff to the following information:

[Government guidance on settled and pre-settled status for EU citizens and their families Coronavirus \(COVID-19\): EU settlement scheme - guidance for applicants](#)

Resources

We have updated our website for schools that trade with us to have access to a letter template that they can send out to their staff, as well as signpost to the government guidance on the scheme. The purpose of the letter is to warn EEA nationals of the importance of applying to the scheme, as well as set out where they can access more information and support.

LINKS:

[EU Settlement Scheme - leaflet - October 2020](#)

[EU Settlement Scheme - presentation - January 2021](#)

[Apply to the EU Settlement Scheme - GOV.UK](#)

[Template letter for schools to send](#)