



****URGENT – DEADLINE APPROACHING****

Do you employ anyone from the EU?

The employee must take action now in order to continue to be able to live and work in the UK

The deadline to apply for 'settled status' under the EU Settlement Scheme (EUSS) is 30th June 2021, and it is important to make an application to the scheme before the deadline. An application must **also** be made for every eligible child within a family and parents should apply on behalf of their children, even if they have already applied and been granted a status themselves.

What is the EU Settlement Scheme?

The EU Settlement Scheme is a free scheme which enables EEA and Swiss citizens who are resident in the UK by the end of the Brexit transition period (31/12/2020), and their family members, to obtain the status they will require in order to continue to live and work in the UK.

Applicants only need to complete three key steps – prove their identity, show that that they live in the UK, and declare any criminal convictions. Identity checks can be carried out from home in as little as 15 minutes using the EU Exit: ID Document Check app.

Settled Status and Pre-Settled Status

- Settled and pre-settled status reflect the residence rights that EU citizens had under EU free movement rules.
- Under these EU rules, you generally needed to reside in a country for 5+ years before acquiring permanent residence there.
- If they have lived in the UK for a continuous 5 year period they will receive settled status
- If they have not lived in the UK for 5 years in a row they can get pre-settled status, which protects their rights to live, work, receive benefits and access services. They must have started living in the UK by 31st December 2020. They can apply for settled status when you get to 5 years.
- But the UK Government has been more generous with the EU Settlement Scheme because all EU citizens resident in the UK before the end of the transition period can apply – not just those who qualified under EU free movement rules.

Action for Employers

The deadline for employees to apply for settled status is 30th June 2021. Up until that date, the employer right to work checks you must carry out for every new employee do not change.

From 1st July 2021, new rules will apply. These will require the employer to see an individual's status under the EUSS, or evidence of an appropriate work-based visa under the points-based system.

Employers who do not carry out the relevant checks and retain evidence documents can be subject to unlimited fines and imprisonment.

There is a handy checking tool on Gov.uk to assist you with checking the status of your employees, and action to be taken:

[Check if a document allows someone to work in the UK - GOV.UK \(www.gov.uk\)](https://www.gov.uk/check-foreign-worker-status)

Further guidance will soon be published by the Government.

Further Information for employees

More information for employees regarding the EU Settlement Scheme can be found on the Gov.uk website here:

Further Information for Employers

<https://www.gov.uk/employee-immigration-employment-status>

<https://www.gov.uk/prove-right-to-work>

There is also an employer toolkit available on the HMRC website:

<https://www.gov.uk/government/collections/eu-settlement-scheme-employer-toolkit>

For help or advice for **employers** regarding preventing illegal working contact the Home Office:

Phone - 0300 790 6268

Email - businesshelpdesk@homeoffice.gov.uk