

NOTICE TO SPONSOR SCHOOLS

The Home Office has agreed to offer all schools that are associated with the Independent Schools Council the opportunity to receive their BRPs directly and to issue them to their pupils. This will form part of a trial being set up by the Home Office to introduce and monitor a more flexible approach to BRP card collection, which will involve schools; higher education colleges with particularly high numbers of BRPs; colleges in remote locations, where getting to a Post Office branch could be unnecessarily difficult; and some large business organisations.

Schools will not be required to take receipt of their pupils' BRPs but those that do will need to comply with security requirements, which start at page 7 of the Home Office guidance attached. Please note that it is a generic document prepared for a broad audience: less onerous physical security requirements apply to schools and are detailed in footnote 5.

Schools that choose to have their BRPs delivered directly to them will receive all their pupils' BRPs, those for adult students, as well as child students. To apply for direct delivery of BRPs schools should follow the instructions on pages 3 to 4.

Once the school has been successfully registered, the Home Office will provide them with a unique code that will need to be entered in the Visa4UK system at the point of application. This code will allow BRPs to be identified and segregated after production at the Driver and Vehicle Licensing Agency. Schools should therefore provide pupils with this unique code at the same time that they provide them with their CAS number. They should inform the applicant that if they want the school to receive the BRP for them, they should enter the code as part of their application process.

The applicant will still have the opportunity to enter an alternative post code if, for whatever reason, they need or prefer to collect their BRP from a Post Office branch

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elsewhere (within the nationwide collection network). This may be the case where, for example, the pupil is due to attend a pre-sessional course at a different location. In these circumstances the school should inform the pupil of the post code of the pre-sessional course provider so that they can input this when completing their application.

For those schools that do not wish to take part in the trial and prefer instead to rely on third party collection from the Post Office, the Home Office has made the process less onerous; details can be found at pages 4 to 6.

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