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30 September 2019

Dear Headteacher

Guidance for schools when the United Kingdom leaves the European Union

The purpose of this letter is to make sure that you have seen the guidance for schools, published by the Department for Education, and to highlight the key actions that you need to take before the UK leaves the European Union on 31 October 2019.

The Department for Education Guidance can be found at:

www.gov.uk/government/publications/eu-exit-no-deal-preparations-for-schools-in-england/eu-exit-no-deal-preparations-for-schools-in-england

Please ensure you have familiarised yourself and your key staff with this guidance. The Department is actively monitoring all developments as they may affect the education sector and will update the guidance further as necessary.

As part of wider activity for preparing to leave the EU, DfE have set up a survey to obtain a clearer understanding of school preparedness. The Local Authority have completed this survey in respect of LA maintained schools.

If you are an academy trust you are asked to complete the survey at

https://www.smartsurvey.co.uk/s/EUExit_MATs/

In the event of a less than orderly exit from the European Union, there may be disruption to some services which may affect schools. It would be prudent to gain assurances that your school can operate normally in the weeks following the autumn half term.

Food

Schools supplied by NYCC do not have to request assurances from County Caterers as to the availability of stock. Sufficient food supplies are in place.

Schools are not supplied by County Caterers should make enquires of their suppliers as to the robustness of their supply chains and to gain assurances that food will continue to be supplied in a timely and sufficient manner.

Fuel.

It would be prudent to brief all staff before half term to maintain full fuel tanks over the end of half term period in the unlikely event that any travel disruption affects fuel distribution. This will ensure that staff can attend school and education is not adversely affected should there be delays in fuel supplies.

Educational visits to the European Union.

Travel advice has been published on Evolve <http://visits.northyorks.gov.uk> and on CYPInfo (link)

- Follow all travel advice published by the Foreign and Commonwealth Office at <https://www.gov.uk/foreign-travel-advice>
- EHIC cards will no longer be valid. Schools should ensure that their insurance policy is appropriate if not using NYCC's School Journey Insurance.
- Means to pay upfront for medical treatment (e.g. credit card) need to be in place. Sufficient emergency funds need to be accessible.
- Plan for border crossings (especially English Channel routes) to take longer than normal both on exiting the United Kingdom and the European mainland.

Medicines and Medical Products

- As mentioned in Lord Agnew's letter, the Department for Health and Social Care has been working with suppliers and the health/care system to make detailed plans. Specific NHS advice can be found at <https://www.nhs.uk/conditions/medicines-information/getting-your-medicines-if-theres-no-deal-eu-exit/>

Longer term matters

There are a number of longer term matters which may well need monitoring. These are listed in the DfE's guidance document.

The Department for Education will be establishing an Operations centre in the weeks leading up to and after 31 October. We will share further advice and guidance (both local and national) with schools as soon as we have more information. If however you have any concerns about being able to meet statutory duties in relation to SEND, health and safety or safeguarding please do not hesitate to be in touch with my office in the first instance (via marion.sadler@northyorks.gov.uk) and we will get back to you.

Yours sincerely



Corporate Director – Children and Young People's Service

17 September 2019

For the attention of:

Local Authority Director of Children's Services and Brexit Lead Officer
Academy Trust Accounting Officer
Proprietors of independent schools

Dear Colleague,

Guidance for schools on leaving the EU

The purpose of this letter is to make sure that you have seen the published Brexit guidance for schools, and to highlight the key actions that local authorities, academy trusts and schools need to take before the UK leaves the EU on 31 October. Although I know that colleagues in local authorities will already be taking steps to prepare for Brexit across the range of services for which they are responsible, this letter specifically regards those preparations as they apply to schools.

The Department for Education (the Department) has already made extensive preparations for Brexit and will continue to work with local authorities, academy trusts and independent schools to ensure all schools have appropriate plans in place to ensure a smooth transition. The latest, comprehensive advice remains the published guidance for all schools, available here:

www.gov.uk/government/publications/eu-exit-no-deal-preparations-for-schools-in-england/eu-exit-no-deal-preparations-for-schools-in-england

Please ensure you have familiarised yourself and your key staff with this guidance. I would also be grateful if local authorities and academy trusts could reach out to headteachers in your schools to ensure they are familiar with the above guidance, and to outline any specific actions they should take, as described below. The Department is actively monitoring all developments as they may affect the education sector and will update the guidance further as necessary.

Survey

As part of wider activity for preparing to leave the EU, we **now require a clearer understanding of school preparedness**. As a priority, therefore, we would be

grateful if you could please arrange for an appropriate person in your local authority or academy trust to complete the following relevant short survey by **Friday 27 September** and also cascade the guidance for schools to complete. Information we receive through this survey will particularly help us to ensure all preparations are in place to leave the EU on 31 October.

Local Authorities: https://www.smartsurvey.co.uk/s/EUExit_LAs_Schools/
Multi-Academy Trusts: https://www.smartsurvey.co.uk/s/EUExit_MATs/

Key actions for schools, academy trusts and local authorities

Pulled out below, for ease, are the key actions schools should take. However, it is still important to read the full guidance to make sure you are aware of all potential implications.

School food

The Government is already engaging with a wide range of school food stakeholders, including working directly with suppliers, to support industry preparedness and ensure continuous supply ahead of 31 October.

Schools should contact their food supplier(s) if they procure food directly (and the same goes for local authorities and academy trusts where they arrange food on behalf of schools) to ensure they are planning for 31 October. This is to ensure that suppliers are making the necessary arrangements to continue the supply of food to schools, and to make sure that schools can continue to meet nutritional standards, accommodate special dietary needs and manage allergies, for example when introducing any substitute products.

Food suppliers will need to be familiar with the guidance the Government has published for the food and drink sector on leaving the EU without a deal:

www.gov.uk/guidance/the-food-and-drink-sector-and-preparing-for-eu-exit

Medicines and medical products

The Department of Health and Social Care has been working with trade bodies, product suppliers, and the health and care system to make detailed plans that should ensure continuation of the supply of medical products to the whole of the UK and its Crown Dependencies in the event of leaving the EU without a deal.

Schools should continue with their normal arrangements for medical supplies to support pupils with health conditions. If schools have any concerns about being able to meet statutory duties relating to SEND, health and safety, or safeguarding, they should work with their local authority or academy trust to ensure there are robust contingency plans are in place.

For specific advice on medicines please refer to the NHS guidance:

<https://www.nhs.uk/conditions/medicines-information/getting-your-medicines-if-theres-no-deal-eu-exit/>

Data protection

If the UK leaves the EU without a deal, the UK will not have in place an Adequacy Agreement for processing personal data and will be classed as a third party under GDPR. There is therefore a chance that a narrow interpretation of the provisions in GDPR could lead to a regulator in an EU country restricting the transfers of UK personal data in the EEA.

It is important, therefore, that schools review their current data protection contracts and policies before 31 October, as they will need to ensure that they have the correct Standard Contractual Clauses (SCC) or other Alternative Transfer Mechanisms to continue to legally receive and process personal data from the EEA. If schools do not complete this action, they may be unable to access personal data stored in the EEA that they require to operate and may find that organisational partners restrict relationships due to regulatory concerns.

For more information please see the Department's guidance, at:

<https://www.gov.uk/guidance/eu-exit-guide-data-protection-for-education-providers>

Further information

The Department will be setting up an Operations Centre to provide guidance and manage any systematic issues across the sector. In the weeks leading up to and after 31 October, local authorities will be given contact details of the Department's Operations Centre. I will contact all local authorities with details of these arrangements in due course. Individual schools should report any issues arising as a result of Brexit to their local authority using their usual lines of reporting, who will be best placed to then notify the Department.

If schools have any questions while preparing for Brexit, further to the published advice noted on page one of this letter, they can contact the Department directly here:

<https://www.gov.uk/contact-dfe>

Finally, thank you for the professionalism and leadership I know you will apply to this period of planning.

Yours sincerely,

Lord Agnew

The current situation regarding travel arrangements post-Brexit still remain unclear. The information contained in this guidance note is taken from <https://www.gov.uk/> and is what we consider to be the most relevant to schools and other Local Authority services. This information will be updated as soon as details become clearer.

To visit Europe after Brexit there are things you need to do before you travel. These include:

- check your passport
- get travel insurance which covers your healthcare
- check you have the right driving documents
- organise pet travel - you need to contact your vet at least 4 months before you go

Stay up to date

The UK will leave the EU on 31 October. This page tells you how to prepare for Brexit. It will be updated if anything changes, including if a deal is agreed.

You can also get [travel advice](#) for the country you're visiting, including local information about travel, laws and customs, and money.

Passports: check if you need to renew

You may need to renew your British passport earlier if you're travelling after Brexit.

On the day you travel, you'll need your passport to both:

- have at least 6 months left
- be less than 10 years old (even if it has 6 months or more left)

If you do not renew it, you may not be able to travel to most EU countries and Iceland, Liechtenstein, Norway and Switzerland.

These rules do not apply to travel to Ireland. You can continue to use your passport as long as it's valid for the length of your stay.

Healthcare: check you are covered

You should always get appropriate travel insurance with healthcare cover before you go abroad.

After Brexit your European Health Insurance Card (EHIC) card may not be valid.

It's particularly important you get travel insurance with the right cover if you have a pre-existing medical condition. This is because the EHIC scheme covers pre-existing conditions, while many travel insurance policies do not.

Travel

There may be changes after Brexit. What these are depend on how you're travelling.

However you travel, check before you leave for any delays or disruption and be prepared for queues at border crossings, allowing more time to make the crossing.

Flights, ferries, cruises, Eurostar and Eurotunnel, bus and coach services

After Brexit, the following will be able to run as before:

- flights
- ferries and cruises
- the Eurostar and Eurotunnel
- bus and coach services between the UK and the EU

If you're flying:

- airport security procedures will not change for direct flights to and from the UK
- there should not be delays at airport security if you change flights in EU airports

Bus and coach services to non-EU countries, for example Switzerland or Andorra, may not be able to run. The government is working to make sure these continue with minimal or no disruption. Check back for updates or contact the company you booked with if you've any questions.

However you travel, check with the company you're travelling with for any delays or disruption before you leave.

Compensation if your travel is disrupted

Some travel insurance policies only cover certain types of disruption. Check your provider's terms and conditions to make sure you have the cover you need if your travel is cancelled or delayed.

Your consumer rights will not change after Brexit. This means that if your travel is cancelled or delayed you may be able to claim a refund or compensation. Check your booking's terms and conditions to find out more.

Entering other countries

Visas: you should not need one for short trips

After Brexit, you will not need a visa for short trips, according to European Commission proposals. You could stay for up to 90 days in any 180-day period. You may need a visa or permit to stay for longer, or to work or study.

When the rules are confirmed, information about how to get a visa if you need one will be on each country's [travel advice](#) page.

Travel to Ireland will not change after Brexit. You'll also be able to work in Ireland in the same way as before.

Border control: you may have to show your return ticket and money

At border control, you may need to:

- show a return or onward ticket

- show you have enough money for your stay
- use separate lanes from EU, EEA and Swiss citizens when queueing

Mobile data roaming: free roaming may end

After Brexit, the guarantee of free mobile phone roaming throughout the EU, Iceland, Liechtenstein and Norway will end.

Check with your phone operator to find out about any roaming charges you might get after 31 October 2019.

A new law means that you're protected from getting mobile data charges above £45 without you knowing.

Once you reach £45, you need to opt in to spend more so that you can continue using the internet while you're abroad. Your phone operator will tell how you can do this.

If your travel company goes out of business

You're protected if you buy a package holiday and the company goes out of business.

You get this cover even if it's an EU company and there's no deal, as long as the company targets UK customers.

Otherwise, you can claim compensation if you used your credit card. You'll continue to be able to claim for payments between £100 and £30,000.

Contingencies

It is essential that leaders are prepared for any unexpected costs and therefore they should have access to or the mechanism to obtain sufficient funds to deal with such situations.