

Right to Work in the UK

What is a Right to Work check?

A right to work check is an important background check carried out on workers to confirm their legal right to work in the UK.

Checks must be completed before commencement of employment, and then at various times throughout the employment if an individual is in possession of a time-limited work visa.

How do I know what documents count as Right to Work?

If you are unsure what documents you can use to prove your right to work you can look at the below list. This list includes permanent right to work in the UK (List A), time limited right to work in the UK (List B).

LIST A – Acceptable Documents to establish a continuous statutory excuse

- A passport (current or expired) showing that the holder is a British citizen or a citizen of the UK and Colonies having the right to abode in the UK.
- A passport or passport card (current or expired) showing that the holder is an Irish citizen.
- A document issued by the Bailiwick of Jersey, Guernsey or the Isle of man, which has been verified as valid by the Home Office Employer Checking Service, showing that the holder has been granted unlimited leave to enter or remain under Appendix EU(J) to the Jersey immigration Rules, Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules.
- A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK, together with an official document giving the person's permanent National Insurance number and their name issued by a government agency or previous employer.
- A birth or adoption certificate issued in the UK, Channel Islands, the Isle of Man or Ireland together with an official document giving the person's permanent National Insurance number and their name issued by a government agency or previous employer.
- A certificate of registration or naturalisation as a British citizen, together with an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer.

LIST B – Acceptable Documents to establish a statutory excuse for a limited period of time

Group 1

- A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to do the type of work in question.
- A document issued by the Bailiwick of Jersey, Guernsey or the Isle of Man, which has been verified by the Home Office Employer Checking Service, showing that the holder has been granted limited leave to enter or remain under Appendix EU(J) to the Jersey immigration Rules, Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules.
- A current Immigration Status Document containing a photograph issued by the Home Office to the holder with a valid endorsement indicating that the named person may stay in the UK, and is allowed to do the type of work in question, together with an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer.

Group 2

- A document issued by the Home Office showing that the holder had made an application for leave to enter or remain under Appendix EU to the immigration rules (known as the EU Settlement Scheme) on or before 30 June 2021 together with a Positive Verification Notice from the Home Office Employer Checking Service.
- A Certificate of Application (non-digital) issued by the Home Office showing that the holder has made an application for leave to enter or remain under Appendix EU to the immigration rules (known as the EU settlement Scheme), on or after 1 July 2021, together with a Positive Verification Notice from the Home Office Employer Checking Service.
- A document issued by the Bailiwick of Jersey, Guernsey or the Isle of man, showing that the holder has made an application for leave to enter or remain under Appendix EU(J) to the Jersey immigration Rules or Appendix EU to the Immigration Rules (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules together with a Positive Verification Notice from the Home Office Employer Checking Service.
- An Application Registration Card issued by the Home Office stating that the holder is permitted to take the employment in question, together with a Positive Verification Notice from the Head Office Employer Checking Service.
- A Positive Verification Notice issued by the Home Office Employer Checking Service to the employer or prospective employer, which indicates that the named person may stay in the UK and is permitted to do the work in question.

Alternatively, you can visit the [GOV](#) website, where you can see what right-to-work documents can be accepted and how to produce any needed Right to Work share codes.

If you have any questions on your Right to Work, please contact our recruitment team: recruitment@bellway.co.uk

Can I bring a photocopy of my Right to Work as proof?

You must bring the original copy of your Right to Work for passports and birth certificates along with any National Insurance documents. For [share code](#) Right to Work documentation you are able to provide us with the code and your date of birth in order for us to certify.

Bellway Policy.

Under the Immigration, Asylum and Nationality Act 2006 (Sections 15 – 25) Bellway would be breaking the law if we employed anyone who does not have the right or permission to work in the UK. We therefore request that all interviewees bring proof of their right or permission to work in the UK to their interview. In the majority of cases your UK passport should suffice, but if you are not able to do this, then please refer to the lists above for advice on suitable documents that you can provide as evidence.