



Meeting the technical and digital standards: priority checklist

Work through this checklist and the DfE's guidance with your ICT supplier or in-house support team. Give each standard a RAG (red, amber, green) rating to decide where you need to take action and what to prioritise.

Red - standard not met, action required

Amber – standard not met, action in progress

Green - standard met, no action required

Standards you should already be meeting

Make these standards a priority if you don't already meet them.

CATEGORY	STANDARD	RAG RATING AND NOTES
Broadband internet	Have appropriate IT security and safeguarding systems in place	Full fibre is installed at the school.
Cyber security	Protect all devices on every network with a properly configured boundary or software firewall	All devices are linked to our IT provider, Infinite IT Solutions as a network, with configured firewall software installed.
	Network devices should be known and recorded with their security features enabled, correctly configured and kept up to date	All devices are kept on the network. All devices have security features enabled and configured. All devices are kept up to date.
	You must conduct a data protection impact assessment (DPIA) by statute for personal data you hold as required by General Data Protection Regulation (GDPR)	DPIA to be completed. Cross reference to GDPR policy.

CATEGORY	STANDARD	RAG RATING AND NOTES
Filtering and monitoring	Identify and assign roles and responsibilities to manage your filtering and monitoring systems	Filtering is managed by Infinite IT Solutions using Webroot DNS Protection.
	Review your filtering and monitoring provision at least annually	Filtering is reviewed 6 monthly with Infinite IT Solutions
	Your filtering system should block harmful and inappropriate content, without unreasonably impacting teaching and learning	Filtering systems are reviewed 6 monthly. Any sites blocked that are required for the use of educational activities will be investigated and made available if appropriate.

CATERGORY	STANDARD	RAG RATING AND NOTES
	Have effective monitoring strategies that meet the safeguarding needs of your school or college	<p>IT is monitored by Infinite IT Solutions to ensure that inappropriate content is not available to students that would cause a safeguarding concern. Any IT issues that occur that would deem a safeguarding concern are reported to the DSL and follow our safeguarding procedures.</p> <p>IT equipment is not freely available to students and is monitored carefully by staff when used in class.</p>
Cloud solution	Cloud solutions must follow data protection legislation	We use Dropbox and Compass Solutions, through School Pod.
	Make sure appropriate data backup provision is in place	Both of the above systems, are cloud based and provide appropriate backup systems in the case of lost data.

CATEGORY	STANDARD	RAG RATING AND NOTES
Servers and storage	All servers and related storage platforms should continue to work if any single component or service fails	Servers and storage of data will continue to work as cloud based with back up systems.
	Servers and related storage platforms must be secure and follow data protection legislation	All platforms follow data protection legislation.
	All server and related storage platforms should be kept and used in an appropriate physical environment	Cloud based solutions.

Standards to meet as soon as possible

Review your current solutions and make these standards a priority.



CATEGORY	STANDARD	RAG RATING AND NOTES
Broadband internet	Use a full fibre connection for your broadband service	Full fibre is used throughout the school.
	Have a backup broadband to ensure resilience and continuity of service	Remote and portable wifi system available if internet goes down. Microsmniths remote services, monitor and support internet connection and usually have things up and running fairly quickly if service is disrupted. If cannot get systems back online they attend to problem solve.
Cyber security	Accounts should only have the access they require to perform their role and should be authenticated to access data and services	There are several levels of access either to our intranet and MIS system dependent on job role and level of access required.
	Protect accounts with access to personal or sensitive operational data and functions by multi-factor authentication	2 factor authentication on all school emails and MIS systems.
	Use anti-malware software to protect all devices in the network, including cloud-based networks	Anti-malware is activated on all devices. Dropbox and our MIS systems provide anti-malware on their services.
	An administrator should check the security of all applications downloaded onto the network	Security checks conducted by Infinite IT Solutions.Needs logging.
	All online devices and software must be licensed for use and should be patched with the latest security updates	All licenses are purchased directly from Microsoft for use in education. Licenses are sought and managed by Infinite IT Solutions.
	You should have at least 3 backup copies of important data, on at least 2 separate devices, at least 1 must be off-site	Data is stored via Dropbox and School Pod as cloud based solutions; this ensures that data is stored off-site. Some data such as finance is also stored via external hard drive backup.

CATEGORY	STANDARD	RAG RATING AND NOTES
	Your business continuity and disaster recovery plan should include a regularly tested contingency plan in response to a cyber attack	Not in place yet.
	Serious cyber attacks should be reported	No cyberattacks have currently been spotted, or raised. They would be raised to the correct places if alerted.
	Train all staff with access to school IT networks in the basics of cyber security (within 12 months)	Senior staff have trained already. All other staff are to receive training via Educare within the next 6 months. April 2024.
Cloud solution	Use cloud solutions as an alternative to locally-hosted systems, including servers	All servers and platforms are cloud based.
	Cloud solutions should use ID and access management tools	ID and access management tools in place via multi-factor sign in.
	Cloud solutions should work on a range of devices and be available when needed	All systems and platforms are available from a range of devices to support staff having the correct access to them in a timely fashion.
Servers and storage	All servers and related storage platforms should be energy-efficient and set up to reduce power consumption, while still meeting user needs	

Standards to meet when you need to replace your current solution

If your current solution is underperforming or unsupported, you should make sure its replacement follows these standards.



You should also use these standards for new school buildings.

CATEGORY	STANDARD	RAG RATING AND NOTES
Network switching	Network switches should provide fast, reliable and secure connections to all users, both wired and wireless	We currently use the best network in the area. At times of renewal we seek the best available options both in terms of service and value for money.
	Have a platform that can centrally manage the network switching infrastructure	Platforms are cloud based and therefore would not be effected by any network switches.
	Network switches should have security features to protect users and data from unauthorised access	N/A
	Core network switches should be connected to at least 1 UPS to reduce the impact of outages	Unsure, would investigate when needed.
Network cabling	Copper cabling should be Category 6A	Network cables are currently not used in school with all solutions being wireless.
	Optical fibre cabling should be a minimum 16 core multi-mode OM4	Optical fibre cabling is used up to the point of getting into the school.
	New cabling should be installed and tested in line with manufacturer's guidance, warranty terms and conditions	Any new cabling required for the school network would be installed by professionals.
Wireless network	Use the latest wireless network standard approved by Wi-Fi Alliance	Wireless networks are Wi-Fi Alliance approved.
	Have a fully functional signal from your wireless network throughout the school or college buildings and externally where required	WiFi is available across the school via ports that are placed strategically to ensure best coverage between buildings.



CATERGORY	STANDARD	RAG RATING AND NOTES
	Have a solution that can centrally manage the wireless network	Wireless networks are centrally managed by Microsmiths.
	Install security features to stop unauthorised access	Wireless networks are protected by firewalls and passwords.