

Meeting the technical and digital standards: priority checklist for all Forge Schools September 2024

This checklist will be reviewed annually alongside Atom IT and updated dated in accordance with Keeping Children Safe in Education

Last reviewed :4th September 2024

Reviewed by- John Brown- Atom IT, Carl Braithwaite- ESLT, Sue Trentini- Chair of Trustees, Linda Sargisson- Trustee and Jo Knapp- Forge Trust Senior DSL.

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	Yes-
Cyber security	Protect all devices on every network with a properly configured boundary or software firewall	Yes- all schools have Fortigate firewalls on all devices.
	Network devices should be known and recorded with their security features enabled, correctly configured and kept up to date	Yes- Atom do this automatically as all devices are connected to a school managed network.
	You must conduct a data protection impact assessment (DPIA) by statute for personal data you hold as required by General Data Protection Regulation (GDPR)	Atom have met with Tim Pinto DPO and a DPIA is in place.
Filtering and monitoring	Identify and assign roles and responsibilities to manage your filtering and monitoring systems	<p>All Principals have a Securly log-in.</p> <p>DSL's have overall responsibility for managing filtering and monitoring.</p> <p>The Safeguarding team within Securely- Principal and DSL- can login and see real time activities. They have access to staff and students in the groups and what they are doing. Principals get filter alerts/warning notifications.</p> <p>Members of the safeguarding team can add in sites/ words that they need blocking.</p>

CATEGORY	STANDARD	RAG RATING AND NOTES
	Review your filtering and monitoring provision at least annually	<p>ATOM IT are moving schools to Securly from the Fortigate System when Fortigate expires. (Atom buy a 3-year license and filtering is provided).</p> <p>Fortigate manage the firewall.</p> <p>Securly manage Filtering and Monitoring SDBA, Marton, Parkgate, St Augustines Forest View, West Park and Python Hill.</p> <p>Forge Central Team under Securly.</p> <p>Staff laptops and Trustee iPads are under the Securly system outside of school.</p>
	Your filtering system should block harmful and inappropriate content, without unreasonably impacting teaching and learning	<p>Staff laptops are under the Securly system outside of school.</p> <p>Securly blocks issues for both staff and pupils.</p> <p>Atom has set up a template.</p> <p>The Awarelite package that schools can access through Securly, searches against, grief/self-harm/bullying/ eating disorders etc .</p> <p>Atom actively tracks unsafe trends and updates filtering systems accordingly.</p>
	Have effective monitoring strategies that meet the safeguarding needs of your school or college	<p>Staff using personal mobile phones will have to login to their Office 365 account. All the sites that staff are viewing at school will be tracked and monitored by Securly.</p>
Cloud solution	Cloud solutions must follow data protection legislation	Yes- Microsoft platform is GDPR compliant.

CATEGORY	STANDARD	RAG RATING AND NOTES
	Make sure appropriate data backup provision is in place	Back up onsite- disaster recovery boxes in every school- Back up office 365 data three times a day away from Microsoft data centers. RedStor is the back-up to all servers
Servers and storage	All servers and related storage platforms should continue to work if any single component or service fails	All school servers are at least windows server 2016, with a redundant power supply, redundant hard- drive capacity, redundant processors, and redundant memory.
	Servers and related storage platforms must be secure and follow data protection legislation	Yes- in all academies.
	All server and related storage platforms should be kept and used in an appropriate physical environment	Yes- in all academies.

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	All schools are currently on FTTC (Full Fibre to the cabinet) Wherever possible- FTTP- (Full Fibre to the premises) is being brought out. Wherever FTTP is available then it will replace FTTC.
	Have a backup broadband to ensure resilience and continuity of service	Yes all academies

CATEGORY	STANDARD	RAG RATING AND NOTES
Cyber security	Accounts should only have the access they require to perform their role and should be authenticated to access data and services	Yes- Staff can only log onto specific.
	Protect accounts with access to personal or sensitive operational data and functions by multi-factor authentication	Yes-
	Use anti-malware software to protect all devices in the network, including cloud-based networks	Yes- BitDefender (anti-virus) across all schools.
	An administrator should check the security of all applications downloaded onto the network	Yes- Atom
	All online devices and software must be licensed for use and should be patched with the latest security updates	Yes
	You should have at least 3 backup copies of important data, on at least 2 separate devices, at least 1 must be off-site	Yes- Windows server is backed up by the Windows Server/ Backed up by Unitrends backup offsite to the cloud. Office 365- backed up by Atom's cloud service- RedStor
	Your business continuity and disaster recovery plan should include a regularly tested contingency plan in response to a cyber attack	Across Forge – all important data is now in Office 365 – so we are covered.
	Serious cyber attacks should be reported	If occurs
	Train all staff with access to school IT networks in the basics of cyber security (within 12 months)	Yes
Cloud solution	Use cloud solutions as an alternative to locally-hosted systems, including servers	Yes
	Cloud solutions should use ID and access management tools	Yes- all log on with email

CATEGORY	STANDARD	RAG RATING AND NOTES
	Cloud solutions should work on a range of devices and be available when needed	Yes
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	Yes

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	ATOM provide Gig connectivity across all schools.
	Have a platform that can centrally manage the network switching infrastructure	Every switch put into a school now is cloud managed-on Nebular

CATEGORY	STANDARD	RAG RATING AND NOTES
	Network switches should have security features to protect users and data from unauthorised access	Yes
	Core network switches should be connected to at least 1 UPS to reduce the impact of outages	Yes- Uninterruptible power supply (UPS).
Network cabling	Copper cabling should be Category 6A	No- Most schools have got Category 5 cables through schools (cables that go from school to the green cabinet) All new work will be Category 6A.
	Optical fibre cabling should be a minimum 16 core multi-mode OM4	Yes
	New cabling should be installed and tested in line with manufacturer's guidance, warranty terms and conditions	Yes
Wireless network	Use the latest wireless network standard approved by Wi-Fi Alliance	Yes
	Have a fully functional signal from your wireless network throughout the school or college buildings and externally where required	Yes
	Have a solution that can centrally manage the wireless network	Yes- Nebular Control Panel.
	Install security features to stop unauthorised access	Yes- passwords to enter systems.