



# IT Security Policy

<b>Document title:</b>	IT Security Policy
<b>Audience:</b>	Students, Governors, Staff, External Visitors
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<b>Approved by:</b>	Senior Leadership Team
<b>Date approved:</b>	TBC
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<b>Document Owner</b>	Chief Information Officer
<b>Equality Impact Assessment</b>	Yes
<b>Student Friendly Version</b>	Yes

## Revision history

Version	Type (e.g. replacement, revision etc...)	Date	History (reason for changes)
1	New Document	July 2023	Incorporates a number of outdated policies.

## Monitoring and review

This policy will be reviewed by SLT every 5 years.

# IT Security Policy

## Purpose of the Policy

The IT Security Policy summarises the actions that Bradford College will take to secure its IT estate and ensure safe access for its users. This policy outlines the suite of policies and associated procedures published for users and additionally outlines the specialist procedures relevant to IT specialists.

The College will:

- Ensure that the appropriate technical controls are in place to protect the IT network and Estate.
- Ensure that all patching and updating of systems are completed in an appropriate and timely way.
- Ensure that all college Data has an appropriate back up and recovery plan.
- Have an appropriate Business Continuity Plan that covers IT incident management.
- Ensure that staff and students are appropriately trained and understand their responsibilities when it comes to Cyber Security.
- Ensure the College has a full inventory of its digital assets.
- Ensure appropriate procedures are in place for Acceptable Use of IT Systems

The Head of IT is responsible for the implementation of this Policy and associated procedures.

## Linked policies:

Risk Management Policy

Critical Incident and Continuity Policy

Asset Management Policy

Disciplinary Policy

Financial Regulations

Clear Desk Policy

## Linked procedures and guidelines:

Acceptable Use of IT Procedures

Disciplinary Procedure

IT Security Procedures