

ANTI-VIRUS POLICY

ESKDALE ACADEMY



2019 - 2020

Date of Ratification:		Signed: <p style="text-align: right;">Mrs E Killeen (HEAD TEACHER)</p> <p style="text-align: right;">Mr. Paul Hogg (CHAIR OF GOVERNORS)</p>
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Introduction

A Virus is a piece of self-replicating code, most often a malicious software programme designed to destroy or corrupt information, steal user data or adversely impact the usage of IT Systems.

Potential sources of viruses include shared media such as USB memory sticks, electronic mail (including, but not limited to, files attached to messages), malicious code embedded in websites and software or documents copied over networks such as the internal network or the internet.

An infection by malicious software is almost always costly to the school whether through the loss of data, staff time to recover a system or the delay of important work. In addition, viruses spread from the school could potentially lead to serious issues of damage to reputation and possible litigation.

Scope

This document describes the measures taken by Stranton Academy Trust to counter malicious software and the responsibilities of individuals, departments and IT Services in protecting Stranton Academy Trust against viruses.

Antivirus Policy

- All computers connected to the School network must run an approved, licensed and up-to-date antivirus product that continually monitors for malicious software.
- No unauthorised computers will be allowed to connect to the school network
- Currently all domain based, centrally managed computers must run the centrally managed virus protected software.
- Privately owned computers must not be connected to the school network under no circumstances.
- The school reserves the right to disconnect any machine from the network if an infection is found or suspected. The machine will remain disconnected until the infection is removed.
- USB memory sticks are not allowed to be used within school or on any school devices
- Mobile Phones are not allowed to be connected to the school network

ICT Team Responsibilities

- Stranton Academy Trust ICT Team will provide virus protection software for PC's and laptops.
- School provides Panda Antivirus has their designated Antivirus product
- School has a 3 year contract via Durham ICT Services for Panda Antivirus
- School has purchased 180 licences
- Contract is up for renewal 28th March 2021

Individual Staff Responsibilities

- If a staff member thinks he or she has a virus on their computer or laptop they must report this to the Stranton Academy Trust ICT Team as a matter of urgency.

Departmental Responsibilities

- All Departments must be protected by the centrally managed Panda Antivirus software for domain machines
- All Servers will have Panda Antivirus installed
- All staff are responsible for taking suitable measures to protect against virus infection
- When using the RM SSL VPN connection from home, staff must use their school laptop to access these resources.