School District #62 (Sooke)

	No.: F-325
CYBER RISK AND SECURITY	Effective: Nov. 29/22 Revised: Reviewed: Sept. 6/22; Sept. 27/22; Nov. 8/22; Nov. 29/22

SCHOOL BOARD POLICY

Rationale:
The Board of Education believes that it is essential to protect the digital assets of School District 62 from all cyber risks, whether internal or external, deliberate or accidental. Therefore, it is the policy of School District 62 to provide secure access to information and technology for use by students, staff and other users in a manner that complies with related provincial legislation, district policies, regulations, and guidelines.

Principles that guide the security of Information and Technology (Digital Assets) at SD62:

- Information systems, data, and technologies are defined and managed as digital assets by the School District and are understood, provided, maintained, and protected as such.

- There is no such thing as absolute security – protection is balanced with utility.

- The primary goals of cybersecurity are to maintain Confidentiality, Integrity, and Availability of information.

- security controls need to be Preventative, Detective, and Responsive.

- People, Processes, and Technology are all needed to secure an information system or facility.

- Information is not modified by unauthorized persons through deliberate or careless action.

- Information is not provided to unauthorized persons through deliberate or careless action.

- Apply the "need to know" and "least privilege" principles to protect sensitive information

- Regulatory and legislative requirements (e.g. FOIPPA, Statistics Act) are met.

- Digital security governance practices are established and followed.

- Business continuity plans to respond to cyber security events are produced, maintained, and tested.

- Information security training is provided to all employees.

- All breaches of information security and suspected weaknesses must be reported and investigated.

- Access to software, hardware and 3rd party cloud services that pose a security risk may be restricted.

- Exceptions to the policy require the Executive to make recommendations to the Board.

Related Policies and Legislation:
- Policy B-115 – Learning Resources
- Policy B-117 – Acceptable Use of Technology
- Policy F-200 – Purchasing
- *School Act*
- FOIPPA – *Freedom of Information Privacy Protection Act*