Cloud Storage Risk Assessment
2022-2023

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This risk assessment and its effectiveness is monitored on a termly basis by the Online Safety Group; in light of any significant new developments in the use of digital technologies, new threats to online safety or incidents that have taken place, this risk assessment may be reviewed at any time. This risk assessment will undergo a full review every three years.

Cloud storage providers are storage applications that users access via the Internet.
They are accessible over the Internet through a variety of platforms (workstations, laptops, tablets and smartphones). Cloud storage providers are offer different levels of security and as such, providers ued to store or transfer potentially sensitive data (including images) are carefully selected by Castercliff Primary Academy.

As of September 2022, the following cloud storage providers are used at Castercliff Primary Academy:
-Microsoft Office for Education (including Outlook, OneDrive, Teams and Calendar)
-Seesaw
-CPOMS
-SIMS
-Target Tracker
-TT Rockstars
-Evolve
-Provision Map
-Class Dojo
-Teachers2Parents
-Bug Club

This risk assessment should be read in conjunction with the Online Safety Policy and the Technical Security Policy.

See below for details of the above-mentioned providers and restrictions enforced by Castercliff Primary Academy and the links to security and privacy from the providers themselves.

Provider	Used to Store	Restrictions placed by academy	Security
Microsoft Office for Education (including Outlook, OneDrive, Teams and Calendar)	E-mail Documents – including sensitive information Calendar events (children referenced by initials only)	Password protected Passwords must be changed if there is any suspicion of a security breach. Password changed can be initiated/forced by admin.	
Seesaw	Evidence of children's work (including photos and videos)	Password protected for login by staff. Login for children via QR code in school. Separate accounts for children to log in at home via QR code or passcode.	https://web.seesaw.me/privacy/ https://help.seesaw.me/hc/en-us/articles/203258429 Storage data centres located in the UK. Data stored with Amazon Web Services https://d1.awsstatic.com/whitepapers/Security/AWS_Security_Whitepaper.pdf
CPOMS	Reporting and storage of safeguarding, child protection and behaviour information. Storage of personal and sensitive data. Linked to SIMS.	Password protected for login by staff for reporting purposes only. Staff with enhanced access (DSL) use two-factor authentication, either via an app or Merilock key.	https://www.cpoms.co.uk/wp-content/uploads/2015/12/DfE-Cloud-Service-for-Schools-Checklist-CPOMS.pdf Storage data centres located in the UL, back-up may be within the EEA.
SIMS	Management information system. School administration, storage of personal data and sensitive data.	Password protected. Different levels of access dependent upon role.	https://www.capita-sims.co.uk/sites/defualt/files/2017-08/cloud_services_and_the_data_protection_act.pdf Storage data centres located in the EEA.
Target Tracker	Assessment tracking system. School administration of personal data and	Password protected for login by staff.	

	sensitive data. Linked to SIMS.	School network key required for access.	
Evolve	Trips and visit risk assessment tool.	Password protected for login by staff.	https://edufocus.co.uk/pages/evolve/gdpr.asp
TT Rockstars	Online times tables practise games for pupils.	Password protected for login by staff. Password protected for login by pupils under a pseudonym.	https://ttrockstars.com/pages/gdpr https://ttrockstars.com/data_files/file_913d31c1ea84f3533091d31be0a96a2e.pdf Storage data centres located in the EEA. Data encrypted in transit.
Provision Map	SEN data collection and information sharing tool. School and Trust SEN staff administration of personal data and sensitive information.	Password protected for login by staff. Different levels of access dependent upon role.	https://www.edukey.co.uk/gdpr-compliance/ https://www.edukey.co.uk/privacy/
Class Dojo	Children's reward system and liaison with parents. Personal information stored.	Password protected for login by staff. Parental login via QR or passcode for individuals.	https://www.classdojo.com/en-gb/privacy/?redirect=true
Teachers2Parents	Communication app to send messages to parents. Links to SIMS. Personal data and contact information.	Password protected for login by staff. Restricted access dependent upon role.	https://eduspot.co.uk/privacy-policy/ https://eduspot.co.uk/gdpr-statement/
Bug Club	Children's reading platform. Personal data.	Password protected for login by staff. Individual logins for pupils that are password protected.	https://loginstatic.pearson.com/html/EU/PearsonPrivacyPolicy_en_GB.html?cc=GB&lang=en_GB

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