Information Governance Policy Framework

Data Protection Policy	Information Security Policy	Records Management Policy	Acceptable Use Policy (Workforce)	Acceptable Use Policies
• Roles & Responsibilities • Principles • Lawful Bases & Consent • Data Subject Rights • Records of Processing • Privacy by Design & Risk Assessments • Information Sharing • Contract Management • Training • Complaints	• Roles & Responsibilities • Access Controls • Physical Security • Environmental Security • Systems Security • Communications Security • Cyber Security • CIA Triad • Business Continuity	• Roles & Responsibilities • Information Asset Register (IAR) • Email Management • Pupil & Staff Records • Storage & Security • Retention, Disposal & Archiving • Training	• Email & Internet Use • Social Media Use • Telephone & Video Conferencing Use	**Secondary version:** • Email & Internet Use • Social Media Use • Remote Learning • Safe Use of Online Services • Consequences of Misuse
Appendices:	**Appendices:**	**Appendices:**	**Appendices:**	**Primary version:**
• Appropriate Policy Doc (Special Category Data) • SAR Procedure • FOI & EIR Requests • Surveillance Policy • Biometric Policy	• Data Breach Procedure • Remote Working Policy	• Retention Schedule	• Accessing Cloud Services on Personal Devices	• Pupil & Guardian Acceptable Use Agreement

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