

# Merrydale Infant School



Chair's signature.....Mrs. Carol Browne

Head's signature.....Mark Tipple-Johnson

Date.....11<sup>th</sup> February 2025

Review date.....February 2027

# Anti-Virus Policy

Any electronic device with access to the Data Processors data storage systems, will be required to have relevant Anti-Virus software installed. This software should be kept up to date and monitored by the relevant Data Processor and the IT systems support engineer.

No system will be adopted to the Data Controllers network without sufficient Anti-Virus Software.

**Data Storage systems:** These systems will have relevant Anti-Virus protection and will be monitored and kept up to date. These systems will be monitored and maintained by the IT systems support engineer. The Head Teacher will regularly meet with the IT systems support engineer to discuss the running of these systems and to be kept informed of the maintenance of the Data Controllers data storage systems.

Any Data Breaches will be reported to the DPO by the relevant Data Processor.

All systems will be maintained in line with the Data Controllers Data Protection Policy, Privacy Policy and GDPR statement.