










Edukey is committed to protecting and safeguarding your data. We are fully compliant with the new GDPR - effective May 25th 2018 and the more stringent data protection requirements it brings.

 <p>Legal Compliance</p>	<ul style="list-style-type: none"> <li>• We have reviewed and selected the most appropriate legal basis for each processing activity Art.6.</li> <li>• We have reviewed our data processing operations to comply with 'data minimisation' Art.5(1)(c).</li> <li>• We have updated our policies and procedures to ensure that we comply with all the rights of individuals under GDPR including processes for secure data deletion, handling Subject Access Requests etc Art.15.</li> <li>• We have data protection by design throughout our processes and we will continue with this policy. We are also conducting new Data Protection Impact Assessments across the company Art.25.</li> </ul>
 <p>Encryption &amp; Privacy</p>	<ul style="list-style-type: none"> <li>• All access to applications take place over encrypted (TLS 1.2) connections.</li> <li>• Additional levels of security can be added such as locking access to the school IP address</li> <li>• Edukey Education Ltd encrypt data that customers provide that is transmitted over public and private networks with a minimum of 256bit (TLS 1.2)</li> <li>• All data is encrypted at rest within the company's data centres with a AES256 block-based encryption.</li> <li>• Login details are further encrypted using one way encryption.</li> </ul>
 <p>Security</p>	<ul style="list-style-type: none"> <li>• Dual factor authentication is enforced for all Edukey staff and for all services used in relation to the product.</li> <li>• Security related updates for all software used across the infrastructure is installed in a timely manner.</li> <li>• Regular vulnerability scanning is performed using in-house and independent (supplied by Detectify) automated vulnerability scanners.</li> <li>• Security-centred code reviews and testing is performed on all newly developed features.</li> </ul>
 <p>Protection</p>	<ul style="list-style-type: none"> <li>• Edukey Education Ltd commits to restrict access to customer data only to those individuals who require such access to perform their job function.</li> <li>• User access is based on individual user-names and passwords.</li> </ul>

GDPR requirement	How we comply
 <p>Security</p>	<ul style="list-style-type: none"> <li>• Edukey Education Ltd has appropriate technical and organisational security measures in place to protect your data.</li> <li>• Edukey Education Ltd is registered with the Department for Education on it's Cloud Suppliers List.</li> <li>• Edukey Education Ltd meets Cyber Essentials for cyber protection</li> </ul>
 <p>Breach notification</p>	<ul style="list-style-type: none"> <li>• Edukey has policies and procedures in place to ensure we notify you in the event of data breaches as required by GDPR.</li> <li>• Edukey Education Ltd has email notifications for failed login attempts to any of their resources.</li> <li>• Edukey blocks users after a certain number of invalid login attempts within a time window.</li> <li>• Edukey Education Ltd uses error log monitoring software (Loggly) to alert the company to unusual activity.</li> </ul>
 <p>Protection</p>	<ul style="list-style-type: none"> <li>• All Edukey Education Ltd staff use strong passwords and the company operates a hierarchy of permissions relevant to job roles.</li> <li>• All Edukey Education Ltd staff accounts are locked to the company's IP addresses and special authorisation needs to be granted by the management team to access accounts from any other IP address.</li> <li>• All staff are DBS checked.</li> </ul>
 <p>Storage</p>	<ul style="list-style-type: none"> <li>• Edukey Education Ltd's servers are hosted by Google Cloud in London, UK.</li> <li>• The data centre is staffed by a team of highly trained, on-site engineers and security experts.</li> <li>• All data will remain within the EU.</li> </ul>
 <p>Operational procedures</p>	<ul style="list-style-type: none"> <li>• Backups: Edukey Education Ltd back-up nightly and retain the last fourteen back-ups. Backups are managed by Google Cloud and are redundant. They are in the same physical location (London) but on completely different servers.</li> <li>• Disaster Recovery: Restore process is managed by Edukey Education Ltd and within 24 hours.</li> <li>• Business continuity: Key staff have responsibilities to ensure critical business activities are prioritised and restored. Non-critical activities are suspended and essential resources are focused to support critical ones. These are recovered when all critical activities have been resumed.</li> </ul>