



POLICY – VPN Access and Usage

Purpose

The deployment of VPN services will allow Crowdys Hill school users to connect directly to the school network through the Internet. In order to allow this connectivity, secure connection issues, performance issues, and bandwidth utilization criteria must be addressed.

A VPN is a private network that extends across the public internet. It enables school staff to send and receive data across public networks as if their computing devices were directly connected to the school internal network. The data is encrypted from end-to-end to prevent interception.

Review every 3 years

Approval by the Governing Body on 18 November 2020

Signed:  Chair of Governors

Signed:  Headteacher

Review date: November 2023

Policy:

Regulations for use of the VPN connection

It is the responsibility of those with VPN privileges to ensure that unauthorized users are not allowed to access Crowdys internal networks.

All computers connected to Crowdys internal networks via VPN or any other technology must use properly configured, up-to-date anti-virus software; this includes all personally owned computers.

Use of the equipment must be in accordance with all current UK legislation, and must comply with any license conditions on the hardware and software and its use. License conditions may apply to access data or systems as well as the use of the equipment.

VPN users will be automatically disconnected from the Crowdys network after thirty minutes of inactivity. The user must then logon again to reconnect to the network. Pings or other artificial network processes are not to be used to keep the connection open.

By using VPN technology with personal equipment, users acknowledge that their machines are a de facto extension of the Crowdys network, and as such are subject to the same acceptable use policy that applies to school-owned equipment. Therefore these systems must be configured to comply with any ITS Security Policies.

Network connection activity may be logged and monitored for security purposes

Scope

This policy applies to all Crowdys Hill school, staff, and all personnel affiliated with third parties utilizing VPN to access the school network. This policy applies to implementations of VPN that are directed through PPTP VPN authentication.

Exceptions

Any exceptions to this Policy must be approved in writing by ITS.

Enforcement

If security is breached as a result of a violation of this policy, the person guilty of such violation may be subject to disciplinary action. ITS reserves the right to restrict any device or connection that does not comply with this policy.

Declaration:

I agree to abide by the above policy for VPN access.

DepartmentJob Title.....

Your Full NameYour Signature.....

Date

Approving Manager Name and Position.....

Approving Manager's Signature.....

Date.....