



Follow this check list to get your cyber response plan ready to use.

Documentation

- Download the DfE cyber response plan template
- Tailor your response plan to your school
- Involve the right people in making and agreeing your plan
- Be aware of other plans and make sure they work with your CRP

Roles and responsibilities

- Establish a cyber recovery team
- Define roles and responsibilities for each person
- Make sure everyone knows their role and has any training they need
- Appoint deputies for all roles
- Collect up-to-date contact details for everyone

Plan ahead

- Preplan internal communications
- Set escalation criteria
- Create and maintain plans for common incidents
- Decide and document when IT Support can act without authorisation
- Print out hard copies of plans

For more information about your cyber response plan, please visit our hub

