Getting your cyber response plan ready

Department for Education

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

A web version of this page can be found at: https://cyber-security-hub.education.gov.uk/getting-your-cyber-response-plan-ready