



School-based email addresses and GDPR

SIMS

There is a recommendation that Governors use their assigned email address on the Microsoft Exchange system run by Capita (and visible as SIMS). Despite the claims by SIMS that 21,000 schools rely on this system there are multiple problems experienced by casual users of the system:

- ◆ These addresses will not register on the desktop version of Outlook therefore, in order to access these emails, a web-based version of Outlook needs to be used. This means looking in two places for emails – a positive pain in the proverbial.
- ◆ Logging on to SIMS from tablets such as Kindle Fire needs specialist log-in information.
- ◆ Users often experience problems trying to log-in from their preferred email manager.
- ◆ For those Governors who do manage to log in to SIMS it gives them access to the school's contact list. Among the groups in this list is Mighty Mugginton, a group used by the HT to communicate with all parents and carers, so all Governors (and other school email addresses) have access via this route to all parent address; an unintended consequence but surely a GDPR violation.

With these difficulties in mind and to simplify the lives of Governors there will not be a requirement to use the school-based email address.

GDPR

GDPR regulations would also suggest (require?) that school-based addresses be used to improve security of personal information (individual pupil performance for instance). As indicated above, using the SIMS system leads to a non-secure storage of sensitive information.

To protect sensitive personal information Mugginton school will not:

- ◆ Transmit any sensitive information electronically unless it is via a school to county secure link
- ◆ Allow printed versions of sensitive information to leave the premises
- ◆ Include any sensitive information in documents in general circulation
- ◆ Use BCC in group emails to protect the identity of members of the group.