

Information Security in Schools

Recommended Practice

Education Bureau

The Government of the HKSAR

Revised in September 2019

TABLE OF CONTENT

CHAPTER 1	ABOUT THIS DOCUMENT
CHAPTER 2	SECURITY MANAGEMENT
CHAPTER 3	SECURITY INCIDENT HANDLING
CHAPTER 4	PHYSICAL SECURITY
CHAPTER 5	ACCESS CONTROL
CHAPTER 6	DATA SECURITY
CHAPTER 7	NETWORK AND COMMUNICATION SECURITY
CHAPTER 8	WEBSITE AND WEB APPLICATION SECURITY
CHAPTER 9	MOBILE DEVICE AND MOBILE APPLICATION PROTECTION
CHAPTER 10	MALWARE PROTECTION
CHAPTER 11	CLOUD SERVICE
CHAPTER 12	RESOURCES OF REFERENCE ON IT SECURITY

CHAPTER 1

ABOUT THIS DOCUMENT

1.1 Introduction

- 1.1.1 This document is written for schools' reference in protecting their information and IT assets when implementing e-learning. Schools are responsible for taking appropriate IT security measures to protect the IT systems and data of their schools. This document recommends common practices on IT security for reference by the schools. Schools may determine on their own requirements and adopt the practices applicable to their own environment. The practices recommended in this document are by no means exhaustive. Schools may also make reference to other IT security measures, such as those listed in the Chapter 12 “Resources of Reference on IT Security” of this document, to protect their IT assets.
- 1.1.2 This document is prepared by the IT in Education Section of the Education Bureau. For enquiry, please contact the IT in Education Section on 3698 3608 or by email ite@edb.gov.hk.
- 1.1.3 The full text of this publication is available at the IT in Education Section website at <https://www.edb.gov.hk/en/edu-system/primary-secondary/applicable-to-primary-secondary/it-in-edu/Information-Security/information-security-in-school.html>.

