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# **GBS Anti-Spam and Anti-Virus Policy**

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Document title	GBS Anti-Spam and Anti-Virus Policy		
Oversight Committee	Executive Board		
Policy lead (Staff member accountable)	Managing Director		
Approved by	Executive Board		
Approval date	March 2019		
Date effective from	March 2019		
Date of next review	March 2025		
Version	2.0		

## **Related GBS policies**

**GBS Data Protection Policy** 

GBS Equality and Diversity Policy

GBS Freedom of Speech Policy

GBS Anti-Harassment and Anti-Bullying Policy

GBS Student Disciplinary Policy and Procedure

GBS Staff Disciplinary Policy

GBS Email Usage Policy

GBS CCTV Policy and Procedure

GBS Social Media Policy

**GBS** Whistleblowing Policy

## **External Reference Points**

- 1. Information Commissioner's Office, Accessed online at: https://ico.org.uk/
- 2. UK Public General Acts, Data Protection Act 2018



- 6. GOV.UK Statutory Guidance, *Prevent duty guidance*, Accessed online at: <a href="https://www.gov.uk/government/publications/prevent-duty-guidance">https://www.gov.uk/government/publications/prevent-duty-guidance</a>
- 7. UK Public General Acts, *The Telecommunications (Lawful Business Practice)* (Interception of Communications) Regulations 2000, Accessed online at: https://www.legislation.gov.uk/uksi/2000/2699/contents/made



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assigns a score to each message it sees, which can subsequently be used to determine the message's disposition.

5.4.2 SpamAssassin is run on the main GBS mail relays. It scans all messages coming into the mail relays from networks outside of GBS. It adds headers to a s



- 7.1 GBS is registered with the Information Commissioner's Office as a Data Controller. Details of the School's registration are published on the Information Commissioners website. GBS as a Data Controller shall implement appropriate technical and organisational measures to ensure that processing of personal information is performed in accordance with the UK General Data Protection Regulations (UK GDPR) and under the Data Protection Act 2018 (DPA).
- 7.2 The UK GDPR and DPA regulates the use and storage of personal information (i.e., any information which identifies a living individual) on computing systems. It is the user's responsibility to ensure that their information and computer usage complies with this law. Failure to do so could result in criminal charges being brought against both you and GBS.

### 8. Alternative Format

8.1 This policy can be provided in alternative formats (including large print, audio and electronic) upon request. For further information, or to make a request, please contact:

Name: Welfare Management Te841.9eTo TETQ0.000008874 0 595.5 841.98 reW\*nBT/F5