

EDUCATION AND TRAINING

EdTech Security Checklist

Keep classrooms online, student data private, and devices under control.

Schools and training organizations run hundreds of devices, a learning platform, and student records protected by FERPA, often with a small team. This checklist covers what keeps learning on schedule and student data safe.

How to use it: tick what you have in place today. Anything left unticked is a conversation worth having.

01 Classroom technology

- ☐ **Wi-Fi designed for classroom density, with a separate guest network**
Thirty devices per room adds up fast.
- ☐ **Learning platform integrated with your student information system**
Rosters sync automatically.
- ☐ **Device management for staff and student devices**
Push apps, enforce policies, and wipe lost devices.
- ☐ **Classroom displays and A/V monitored and supported**
A dead projector stops a lesson.
- ☐ **Help desk that answers during class hours**
Teachers cannot wait until tomorrow.

02 Protect student data

- ☐ **Access controls aligned with FERPA, by role**
Staff see only the records they need.
- ☐ **Multi-factor authentication for all staff accounts**
Teacher accounts are phishing targets.
- ☐ **Web content filtering on and off campus**
Required for many programs and grants.
- ☐ **Encryption on staff laptops and backups**
Grade books and records travel home.
- ☐ **Security awareness training and phishing simulations for staff**
Short, frequent, and tracked.

03 Plan and recover

- ☐ **Automated account creation and removal each term**
Graduates and departing staff lose access on time.
- ☐ **Backups of student records and shared drives with off-site copies**
Ransomware targets schools.
- ☐ **Device lifecycle plan with refresh budgets**
Avoid a fleet of unsupported devices.
- ☐ **Snow-day and closure plan for remote learning**
Boston closures happen most winters.
- ☐ **Annual review of apps and vendors that touch student data**
Know where student data goes.

Red flags we see most

- Staff share one admin password.
- Former students still have active accounts.
- There is no content filtering on take-home devices.
- Nobody tracks which apps hold student data.

Where to start

Automate account cleanup at the end of each term. It closes one of the most common gaps in education IT.

Want a second set of eyes?

Book a free 30-minute technical assessment. A senior engineer walks through this checklist with you and tells you what to fix first. No sales script, no obligation.

Book a technical assessment

(617) 322-5155

bostonmit.com/it-assessment