



Cyber Safeguarding Checklist for Nurseries

Prevention • Detection • Response

Do you understand your key cyber risks?

Cyber criminals often target:

- Personal data leaks (children, parents, staff names, addresses, photos)
 - Financial fraud (bank details, fake payments, invoice scams)
 - Login theft (email, cloud systems, nursery management platforms)
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Have you put basic protections in place?

- ✓ Do you have a written cybersecurity policy (standalone or included in wider policies)?
 - ✓ Is sensitive data encrypted (at rest, in transit, and on devices)?
 - ✓ Do you have cyber insurance cover in place?
 - ✓ Are systems protected with strong passwords and multi-factor authentication?
 - ✓ Are devices (laptops, tablets, phones) secured and regularly updated?
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Are your staff prepared?

- ✓ Do all staff receive cyber security training (including temporary staff)?
 - ✓ Do staff know how to spot phishing emails and suspicious messages?
 - ✓ Do you have clear guidance on what not to click / share / download?
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Can you detect and respond quickly?

- ✓ Do you have a cyber incident response plan?
 - ✓ Do you have a business continuity / disaster recovery plan?
 - ✓ Are you able to spot unusual activity early (logins, emails, files)?
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If a cyber incident happens, do you know what to do?

Immediately:

- Document everything (screenshots, error messages, time, date, what happened)
- Isolate affected devices (disconnect Wi-Fi, Bluetooth, cloud, unplug network cables if needed)
- Contact your IT support or provider
- Notify your insurer (if cyber cover is included) for guidance and support



Do you know when to report or inform others?

- Insurer notified for guidance and claims support
- Parents informed if their data may be affected (GDPR requirement)
- Use legal advice support (if available via your policy)

Quick readiness check

- ✓ We actively encrypt sensitive data
- ✓ We have a cyber incident response plan
- ✓ We train all staff on cyber risks regularly
- ✓ We have clear steps for isolating systems in an emergency
- ✓ We understand the types of data most at risk in our nursery

Optional Digital Support Tool

For nurseries wanting deeper insight, tools such as PIB Cyber Prepare can help assess your nursery's cyber resilience, advise on your current level of preparedness, and provide an overview of your readiness to respond to cyber incidents. Delivered via a secure online portal, it is accessible at any time.

To find out more about PIB CyberPrepare and how it could help protect your organisation, please contact us today:

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