

Charity 500

SC500001

Cyber Security Policy — Charity 500

0.1 (draft) | Draft for board approval

Document Control

Document title	Cyber Security Policy — Charity 500
Version	0.1 (draft)
Status	Draft for board approval
Owner	[Insert name and job title — Cyber Security Lead]
Approved by (name and role)	Board of Trustees
Date approved	[Insert date]
Next review due	
Classification	

Version History

Version	Date	Author	Summary of changes
0.1 (draft)			

Before adoption

Confirm every field above and every placeholder in this document has been completed before the board adopts it.

- Every field in the Document Control table above
- Every [INSERT ...] placeholder in the body of this document
- The name and role of the person who owns this policy
- The date the board approved it, and the date it is next due for review

Important: These are draft outputs from a Charity Compliance Engine advisory session. They require trustee review, adaptation to your specific circumstances, and formal board approval before adoption. They do not constitute legal advice. Independent professional advice should be sought for complex or high-risk areas.

Contents

Document Control 2

 Version History 2

 Before adoption 2

Contents 3

Cyber Security Policy — Charity 500 4

 1. Purpose and Scope 4

 2. Legal and Regulatory Framework 4

 3. The Five Cyber Essentials Controls 4

 4. Roles and Responsibilities 5

 5. Acceptable Use..... 5

 6. Device Security and Bring Your Own Device 6

 7. Password and Authentication Standards 6

 8. Recognising and Responding to Phishing 7

 9. Personal Data Breaches and the 72-Hour Duty 7

 10. Data Handling and Storage 8

 11. Leavers and Access Removal 8

 12. Training and Awareness 9

 13. Review 9

 14. Related Policies and Documents 9