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WHITE PAPER

How to Build a Safe and Compliant Digital Policy in Education

A practical framework for educational compliance.

BY EDUDATA.IO

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The Core Question & A Positive Path Forward

How can your organisation build a clear, written policy for digital learning tools, and confidently answer questions from parents, auditors, and regulators?

Supporting Teachers, Protecting Students
Digital tools and AI open up exciting learning opportunities. However, in many schools, software adoption happens organically without clear guidance.

Informal habits leave teachers unsure of what is safe to use. A written digital policy removes that guesswork and creates a safe, reliable foundation for learning.

Peace of Mind for Public Leadership
School leaders carry official responsibility for student safety and data privacy. Having a clear, written justification for approved or restricted tools helps:

- Ensure student data is handled responsibly under European + national laws.
- Provide teachers with approved, high-quality pedagogical tools.
- Fulfill administrative duties transparently to avoid formal misconduct issues.

The Core Rules Made Simple

Focus on four key directives shaping modern education:

1. **General Data Protection Regulation (GDPR):** Keeps student personal data private and secure.
2. **European Accessibility Act (EAA):** Mandates that digital learning tools, software, and platforms are fully accessible to all students (WCAG standards).
3. **EU AI Act:** Defines boundaries for using artificial intelligence in learning.
4. **Cybersecurity Directives (such as NIS2):** Protects school accounts and systems from cyber threats.

Edudata.io brings these elements together into one simple, manageable system.

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The 5 Pillars of a Healthy Digital Policy

Building a solid baseline policy comes down to five straightforward areas:

1. Classroom AI

- **The Goal:** Define clear boundaries for AI tools.
- **The Action:** Set simple guidelines for teachers and students showing which AI tools are approved for classroom learning and which require extra privacy precautions.

2. Data Privacy

- **The Goal:** Ensure student data stays protected.
- **The Action:** Execute compliant Data Processing Agreements (DPAs) to guarantee that the education provider determines and controls exactly how, where, and why student data is processed.

3. Data Security

- **The Goal:** Protect student and staff login credentials.
- **The Action:** Define security controls. E.g. Single Sign-On (SSO) options, data encryption standards, and clear protocols for security incidents.

4. Accessibility

- **The Goal:** Make safe digital learning accessible to all students.
- **The Action:** Assess digital learning tools against accessibility standards (such as WCAG) and keep guardians well informed.

5. Software Management

- **The Goal:** Keep track of active classroom software.
- **The Action:** Establish a straightforward process for requesting, evaluating, approving, or retiring software across schools.

How Edudata.io Helps You Succeed

Automating Risk Management Today
Managing privacy, AI rules, and security across dozens of schools using manual spreadsheets takes too much time.

Edudata.io replaces manual paperwork with an automated platform tailored for education. Our platform is **role-based**, so when staff or administrative responsibilities change, new team members can seamlessly pick up where their predecessors left off without losing historical data or context.



Coming Soon: Ready-Made Policy Templates

Municipalities don't need to draft long policy documents from scratch.

Edudata.io is introducing **standardized policy templates (Baseline)** that combine EU regulations and national laws into ready-to-use frameworks.

RISK TIER	**RISK TIER**	**RISK TIER**
Strict	Medium	Low
POLICY	**POLICY**	**POLICY**
Maximum Restriction	Balanced Guidelines	Flexible Standards

Rather than locking your organization into a single blanket tier, decision-makers can **custom-select risk approaches per subject or evaluation criteria** (e.g., Strict for marketing purposes, Medium for data transfers, Low for anonymous usage) to instantly establish a complete, documented municipal baseline.

Next Steps

Key Takeaways for Education Leaders

Achieving compliance and securing fundamental rights in education does not have to be overwhelming:



Written policy rules protect leadership: Documenting how risk assessments are conducted ensures consistent decisions and shields leadership from official misconduct liabilities.



The 5 pillars cover your baseline: Aligning AI, Data Privacy, Data Security, Accessibility, and Software Management creates an audit-ready environment.



Continuity is guaranteed: Edudata.io's role-based management keeps your municipality compliant regardless of staff turnover.

Build a Safer Digital School Today

Edudata.io is a dedicated platform built to help education leaders protect student privacy, follow AI guidelines, and manage accessibility and software with ease.

Book a Demo of Edudata.io

Visit Edudata.io to schedule your personalized platform demo.