UCQ UNIVERSITY CENTRE QUAYSIDE

Information Security Policy Statement

Version: 3
Revision date: 03/02/2025

Due for review: 03/02/2027

Information Security Policy Statement

University Centre Quayside (UCQ) has implemented an Information Security Management System that meets the requirements of BS EN ISO 27001:2022.

UCQ's vision is to be a leading provider of further and higher education in England. UCQ's mission is to enable all students, staff and organisations with whom we work, to achieve their potential. This requires UCQ to collect personal and sensitive information from our students and customers. Information that is collected, analysed, stored, communicated and reported upon may be subject to theft, misuse, loss or corruption.

The organisation places great emphasis on ensuring that this personal information is processed in line with the requirements of the Data Protection Act 2018 and is kept secure. UCQ's risk-based information security management system is designed to ensure that information is protected in line with the three key principles:

- Confidentiality – information will only be accessible to authorised individuals
- Integrity – information will be accurate and complete
- Availability – information will be accessible to authorised individuals and processes when it is required

This policy and its supporting controls, processes and procedures apply to all information used in UCQ, and in all formats. It applies to all individuals who have access to UCQ information and technologies. It includes information processed by third parties in their work with UCQ. It applies through the appropriate Procedures and across project management at UCQ, regardless of the type of project. A detailed breakdown on controls in place is included in the Statement of Applicability.

UCQ strives to build a culture of continuous improvement within the organisation. This is supported by internal auditing of our processes and systems, and through regular management team reviews. These regular reviews of effectiveness builds resilience into the system and ensures ongoing improvements are made. Information security objectives are established and reviewed regularly through Academic Council. The Master Improvement Plan also highlights the main goals for improvement.

UCQ is committed to ensuring that this policy is understood and implemented by all employees by equipping them with the competencies needed in order to achieve this. UCQ works to actively empower the work force so that everyone is responsible and accountable for information security.

As Principal/CEO I am fully committed to ensuring the implementation of and continual improvement of this Information Security Management System.

Nick Mapletoft

Principal/CEO
University Centre Quayside Ltd
Monday 3rd February 2025