



## Data Security Information for EOS Partner Districts

Thank you for choosing to work with Equal Opportunity Schools (EOS) as a part of the Action For Equity partnership. Through our shared work we will ensure that high schools in your district belong to the 1% of schools nationwide that provide fully equitable, high-quality Advanced Placement (AP), International Baccalaureate (IB) and Cambridge Advanced International Certificate of Education (AICE) Programs. As part of the partnership, EOS and your district have agreed to share data<sup>1</sup>. To that end, EOS observes several protective and cautionary measures for managing and securing client data, included but not limited to the following:

- Use of a secure web portal application with secure individual user logins<sup>2</sup>
- A user account role/privilege infrastructure that protects clients' data and restricts access to client data:
  - Only EOS employees who have received security clearance and signed an acknowledgment of FERPA compliance requirements are authorized to access client data. These users have signed confidentiality agreements and only have access to data for the purpose of creating and validating EOS products, services, and tools
  - District Leaders and Staff may access the EOS Portal for submitting data and accessing data. They will only have access to data for their District based upon the individual user assigned privileges.
  - School Leaders and Staff may also access the portal. Once they are cleared for portal use they will see only what is relevant to their School (site level data focused on student recruitment) based upon assigned user privileges. These users will never be able to see FRL information on students via the EOS Portal.
- Portal sessions expire after 30 minutes of inactivity to protect client data
- Portal users are forced to login for every new session (there is no option to save passwords or "remember my log-in")
- All portal activity and data uploads are encrypted using SSL
- All data files are encrypted when stored on Amazon S3<sup>3</sup>

If you have any additional questions, please do not hesitate to ask your data contact. Thank you!

<sup>1</sup> Specifics about this agreement can be found in our Collaboration Agreement with your district. Please contact your EOS contact if you would like to review that document.

<sup>2</sup> For more information on application hosting provider, visit: <https://www.heroku.com/policy/security>.

<sup>3</sup> For more information on Amazon S3's security policies, visit: <http://aws.amazon.com/security>.