

Schools' IT Newsletter

November 2024

Included in this month's issue:

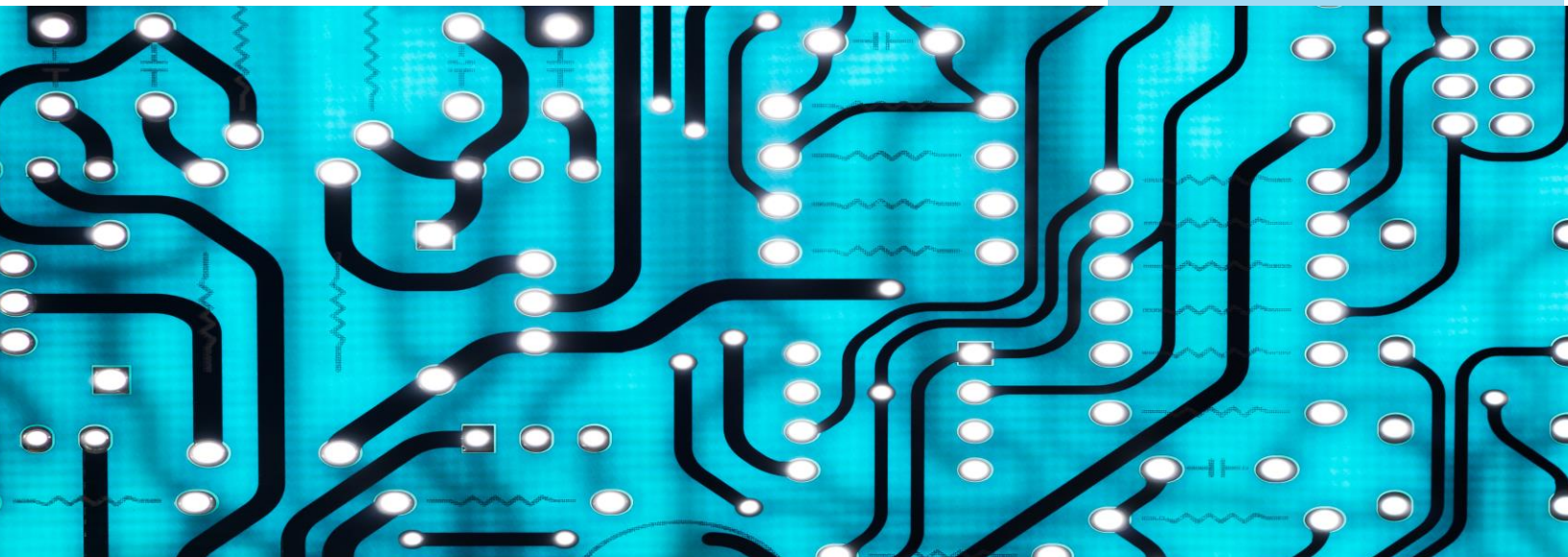
- Schools' MIS & Finance Migration to Arbor Education - Updated
- Workforce Census
- Workforce Census Training Presentation
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- Smoothwall Web Filtering Service
- Schools' Cyber Security Update
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Workforce Census:

A reminder that the Workforce Census will take place on Thursday 7th November 2024.

Please see below for details of the Census Helpline number and information regarding the filesets for SIMS.

If you require assistance with any issues NOT related to the census, please contact the IT Service Desk. Contact details can be found at the end of this newsletter.





Schools MIS and Finance Migration to Arbor Education

*****Updated*****

FAO – LA MAINTAINED SCHOOLS

Last month we published an article including the links to the Arbor website to help schools prepare for their migration over to the Arbor MIS and Finance system.

Please do not use the link to the Migrating from SIMS – Primary Onboarding, this includes instructions to schools to migrate the data using a backup of the SIMS database. For further information, please visit [MIS migrations – setting the story straight | ESS SIMS](#).

Instead, please use this link, [Migrating to Arbor using Groupcall Xporter on Demand – Arbor Help Centre](#). It includes information on migrating data using API's, which is an approved method by ESS. The first wave of migrations has all been successfully migrated to Arbor using the ESS approved method.

Any schools who have taken a backup of the SIMS database in preparation for the move must ensure it is not shared with any third-party suppliers.

All Schools have now been notified of their migration Wave for both MIS and Finance migration, detailed training and guidance on the migration process will be issued directly to Schools from the Arbor Onboarding Team.

WORKFORCE CENSUS

Workforce census date is 7th November, the census phonenumber will be open to take issue/queries relating to the workforce census **only**. If you have a question or problem on another topic then please log a call via the service desk as normal.

The Census line will be open from 5th of November until the 8th of November. The opening times will be:

- **Tuesday to Thursday: 0830hrs until 1700hrs**
- **Friday: 0830hrs to 12:00hrs**
- **Census Line – 01473 260666**

Please do not accumulate questions over the lunch period as this may increase waiting times due staff breaks.

Please attempt the dry run as soon as possible to go through solvable problems beforehand while we wait for the fileset from ESS.

ESS have not produced their error and solutions yet, but the DfE have, there are several tabs in the spreadsheets (see links below), but you should be able to find the error/query to help resolve problems in Sims.

Page the document is found on:

[School workforce census 2024: technical information](#)

WFC rules Document link:

[School workforce validation rules 2024](#)

Minimum notes page is:

[School workforce census: guides](#)

Document link for minimum notes:

[School workforce minimum notepad entries: guide](#)

The latest fileset for England has not been released yet but news of the latest ESS developments for the fileset can be obtained from the link below:

[SIMS Newsfeed - Series 2800 Filesets for the SIMS Summer Release 2024](#)

When this becomes available, this will be released via Anycomms to download and then unzip before importing into Sims.

This has been standardised as on the school's S drive as below:

S:\Other\In\Misc

Please keep locations tidy by deleting old filesets that have no life beyond their import and census. You can obtain the fileset version that has been imported by going into:

Tools > Setups > Import Fileset

The version of the last successfully imported fileset will be displayed at the top of the page. It is always recommended to import the latest fileset.

WORKFORCE CENSUS PRESENTATION

We recently held some online training for the Workforce Census, if you were unable to join this training, we have documented the training and have attached the presentation. We have also attached the acceptable minimum notepad entries for the census which we hope will assist you.





ADDITIONAL INFORMATION ON WORKFORCE CENSUS

Just some additional information as we have taken some calls about SBP and LNT options in Employee details in the staff information area of Sims.

The school's business professional (SBP), is a member of staff with an expertise in an area such as a financial management skill who is employed for that purpose at the school.

Leadership non-teacher, (LNT), are members of staff that are in leadership roles but are not undertaking a teaching position.

These options are found on the "Professional Details" tab in the staff details section in sims. Focus > Person > Staff or select the quick link shortcut button on the toolbar. These are tallied and passed to the DfE in the workforce census even if the staff member or contract is excluded from the return.

Also, as a reminder, the School Workforce Return (SWR) option is on the "Personal Details" tab. This is if you would like the staff member to appear in the school workforce census or not.

For instance, if you have someone who is an occasional worker, and they have worked less than 28 days at the school from 1st September 2023 to 31st August 2024. Then they do not need to be included in the workforce census so they can have the SWR option deselected.

If you have staff that hold multiple contracts, for instance a teacher contract and an ad hoc contract, the ad hoc contract being used for occasional work non teacher related, then it is possible that it is not required. Adding an additional role to that contract "Do not include in the Statutory Returns" will hide this contract.


Query 4960 was reported last census numerous times, which is where there is an overlap between two or more reported sick days for a member of staff. One way of checking a member of staff is to run the detailed report for absence details and checking against that member of staff for the overlap. Alternatively, you could run Reports > Personnel > Individual Absence, setting the date period in question which is 01/09/23 until 31/08/24 to help spot the overlap of reported days off for sickness absence.

We have in the past been informed that a school cannot perform their census as they are too busy to undertake this task. Please be reminded that this is a statutory requirement for the school to undertake this process as covered by the education act 2005.

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Section 113 and section 114 counters any GDPR provisions and so schools do not have to seek





the permission of staff to pass on their information. This ensures that schools are protected from any legal challenge that they are breaching their duty of confidence.

<https://www.legislation.gov.uk/ukpga/2005/18/contents>

- <https://www.legislation.gov.uk/ukpga/2005/18/section/113>
- <https://www.legislation.gov.uk/ukpga/2005/18/section/114>

WORKFORCE CENSUS – ARBOR

A reminder that there will be a training session provided by Arbor on the day of the census:

Thursday 7th November 2024 at 10am

Instructions on how to book the session can be found using the link below

[How to join our free webinars](#)

However, the site where you book the sessions requires a login, which you will receive **after** you have been migrated.



SMOOTHWALL WEB FILTERING SERVICES

The Smoothwall filtering service is designed to facilitate the effective provisioning of safeguarding in a school environment and meets legal mandates set out under the Prevent Duty and Keeping Children Safe Online.

While centrally managed and updated, the service also enables schools to block sites that they deem inappropriate using age and user groups. Schools can then generate activity reports from their Smoothwall portal. The solution defines and applies filtering policies to the following user groups:

- Key Stage 1 and Key Stage 2 students
- Key Stage 3 and Key Stage 4 students
- Key Stage 5 and Post 16 students
- Teaching staff
- Office administration staff

The Smoothwall filtering solution offers two methods to configure devices for Internet access. The first is by configuring implicit proxy server and port settings on each device, and the other is by installing the Smoothwall IDEX client.

The Smoothwall IDEX client as an optional solution for Windows computers running in a Microsoft Windows domain environment. The IDEX client forwards usernames, group membership, and information about web requests to the Smoothwall solution for web filtering purposes. Each web request is individually identified; therefore, it can identify multiple users logged in at the same workstation. Local user accounts are identified by the workstation, as well as users behind a Network Address Translation (NAT) connection.

Please note that the IDEX Client is free of charge and for those schools & academies that currently purchase the Smoothwall service from Suffolk County Council and have not yet installed the IDEX Agent please see the attached instructions below on how to configure your devices

If you require any assistance please raise a call with the IT Services either by email at ITServiceDesk@suffolk.gov.uk or by telephone on 01473 265555.

You can also find details of this service on our website [IT services for schools and academies - Suffolk County Council](#).

SCHOOLS CYBER SECURITY UPDATE

FAO THE MEMBERS OF STAFF RESPONSIBLE FOR IT

Cyber Security plays a very important role in safeguarding the IT environment in schools and academies. It is crucial that a proactive approach is taken to identify, prioritise and rectify any weaknesses in IT systems and software. Please see the links below and the information around current vulnerabilities.

Links to patching the vulnerabilities:

- [NVD - CVE-2024-9680](#)
- [CVE-2024-43572 - Security Update Guide - Microsoft - Microsoft Management Console Remote Code Execution Vulnerability](#)
- [CVE-2024-43573 - Security Update Guide - Microsoft - Windows MSHTML Platform Spoofing Vulnerability](#)
- [CVE-2024-43583 - Security Update Guide - Microsoft - Winlogon Elevation of Privilege Vulnerability](#)
- [CVE-2024-20659 - Security Update Guide - Microsoft - Windows Hyper-V Security Feature Bypass Vulnerability](#)
- [CVE-2024-6197 - Security Update Guide - Microsoft - Hackerone: CVE-2024-6197 Freeing stack buffer in utf8asn1str](#)
- [Security update available for Adobe Substance 3D Printer | APSB24-52](#)
- [Security update available for Adobe Commerce and Magento Open Source | APSB24-73](#)
- [Security update available for Adobe Dimension | APSB24-74](#)
- [Security update available for Adobe Animate | APSB24-76](#)
- [Security update available for Adobe Lightroom | APSB24-78](#)
- [Security update available for Adobe InCopy | APSB24-79](#)
- [Security update available for Adobe InDesign | APSB24-80](#)
- [Security update available for Adobe Substance 3D Stager | APSB24-81](#)
- [Security update available for Adobe FrameMaker | APSB24-82](#)

Vulnerabilities

[Firefox Zero-Day Under Attack: Update Your Browser Immediately \(thehackernews.com\)](#)

Mozilla has revealed that a critical security flaw impacting Firefox and Firefox Extended Support Release (ESR) has come under active exploitation in the wild.

The vulnerability, tracked as [CVE-2024-9680](#) (CVSS score: 9.8), has been described as a use-after-free bug in the Animation timeline component.

The issue has been addressed in the following versions of the web browser -

- Firefox 131.0.2
- Firefox ESR 128.3.1, and
- Firefox ESR 115.16.1.

[Microsoft Issues Security Update Fixing 118 Flaws, Two Actively Exploited in the Wild \(thehackernews.com\)](https://thehackernews.com)

Five of the vulnerabilities are listed as publicly known at the time of release, with two of them coming under active exploitation as a zero-day -

- [CVE-2024-43572](#) (CVSS score: 7.8) - Microsoft Management Console Remote Code Execution Vulnerability (Exploitation detected)
- [CVE-2024-43573](#) (CVSS score: 6.5) - Windows MSHTML Platform Spoofing Vulnerability (Exploitation Detected)
- [CVE-2024-43583](#) (CVSS score: 7.8) - Winlogon Elevation of Privilege Vulnerability
- [CVE-2024-20659](#) (CVSS score: 7.1) - Windows Hyper-V Security Feature Bypass Vulnerability
- [CVE-2024-6197](#) (CVSS score: 8.8) - Open Source Curl Remote Code Execution Vulnerability ([non-Microsoft CVE](#))

Adobe released security updates to address multiple vulnerabilities in Adobe software. A cyber threat actor could exploit some of these vulnerabilities to take control of an affected system.

- [Security update available for Adobe Substance 3D Printer | APSB24-52](#)
- [Security update available for Adobe Commerce and Magento Open Source | APSB24-73](#)
- [Security update available for Adobe Dimension | APSB24-74](#)
- [Security update available for Adobe Animate | APSB24-76](#)
- [Security update available for Adobe Lightroom | APSB24-78](#)
- [Security update available for Adobe InCopy | APSB24-79](#)
- [Security update available for Adobe InDesign | APSB24-80](#)
- [Security update available for Adobe Substance 3D Stager | APSB24-81](#)
- [Security update available for Adobe FrameMaker | APSB24-82](#)

Threats landscape

Microsoft is warning of cyber-attack campaigns that abuse legitimate file hosting services such as SharePoint, OneDrive, and Dropbox that are widely used in enterprise environments as a defence evasion tactic.

[Microsoft Detects Growing Use of File Hosting Services in Business Email Compromise Attacks \(thehackernews.com\)](https://thehackernews.com)

Security Tip of the month - Never reuse passwords across systems or accounts.



SCHOOLS' BROADBAND IT CIRCUITS

Internet and broadband services

Find out what internet and broadband services we can provide for schools: -

Suffolk schools' broadband service:

It has never been more important for high speed, secure, reliable broadband connections that support the delivery of education either in the classroom or remotely using virtual classroom technologies.

Through our partners, Suffolk County Council and as part of the [Suffolk Cloud Network](#), we can provide schools and education establishments with a range of private public sector compliant network connections including, Full Fibre, Fibre to the Premises (FTTP) and Fibre to the Cabinet (FTTC) circuits. The service runs on a public sector compliant network connection and includes DDoS protection, managed firewalls and web filtering options.

If your school is currently experiencing performance issues with the IT Circuit, please do contact us to discuss options available. Suffolk County Council works with several Government partners and will be able to assist you with information about funding and future potential plans for broadband provision in your area. Contact details can be found at the end of this newsletter.

Suffolk schools' broadband service benefits:

- Fully managed public sector compliant service with a single point of contact for issues and requests
- Content filtering available to keep children safe on-line
- Distributed denial of service (DDoS) protection to prevent cyber-attacks targeted at schools on the network
- Low latency connections as the network has been designed and optimised to process very high volume of data messages with minimal delay. This means no waiting around for websites to load.
- Circuit available with connection speeds up to 1Gb – delivering download speeds of over 900Mbps with bandwidth that is comfortably able to cater for future growth in the number of devices you have in the school.

CONTACT THE IT SERVICE DESK!

Please note that the Schools IT Services mailbox is for sales enquiries and is only monitored periodically. Therefore, if you have a query with regards to a new service, please send an email to schoolsitservices@suffolk.gov.uk.

All standard incidents and service requests **must** be raised via the IT Service Desk on 01473 265555 or via itservicedesk@suffolk.gov.uk otherwise this will result in any responses being delayed.

Our offices are open from 8.30am to 5pm Monday - Friday

