

## WELCOME TO OUR 2024 AUTUMN TRAINING EXAMS CHANGES 2024/25

The content of this training focuses upon exam regulation changes for the new academic year and how these will impact upon your role in your centre.

The content will prepare delegates for the 2024/2025 academic year, including a comprehensive summary of exams-related changes from key stakeholders including the JCQ, Ofqual, DfE and major awarding bodies. The JCQ changes will cover updates from a range of publications including General Regulations for Approved Centres, Instructions for conducting examinations and Access Arrangements and Reasonable Adjustments.

There will also be a demonstration of the latest support available on The Exams Office website.

### TIMINGS:

- Registration: 8.15am | Welcome & Introduction: 9.00am | Close: 4.00pm

### GETTING TO THE EVENT:

- The training is taking place at: Hilton Leeds City. Neville Street, Leeds. LS1 4BX
- The nearest train station is Leeds Central
- Limited onsite parking is available at £18.00 per day. (Multi-storey car park, tight turns & small spaces).

### EVENT WILL TAKE PLACE IN:

- 'Brigante Suite' - located on the third floor

### DIETARY REQUIREMENTS:

- Any dietary requirements as detailed on your booking form have been forwarded to the venue's catering staff. Please ask the catering staff about which options are suitable for you.

### INVOICE:

- Your invoice must be paid prior to the training event.

### IF YOU CANNOT ATTEND DUE TO AN UNFORESEEN ISSUE:

- Please refer to the Terms & Conditions of your booking, [www.examstraining.org/terms-and-conditions.aspx](http://www.examstraining.org/terms-and-conditions.aspx) Please contact us via email ([training@theexamsoffice.com](mailto:training@theexamsoffice.com)) or phone (0333 7000 755) to inform us of your non-attendance.