
WELCOME TO OUR 2025 AUTUMN TRAINING

SENIOR LEADERS AND LINE MANAGERS

(EXAM CHANGES AND SUPPORTING YOUR EXAMS OFFICER/MANAGING EXAMS IN YOUR CENTRE)

A full day course focusing upon the JCQ changes for the 2025/2026 academic year relevant to those managing/overseeing examinations within their centre across a range of JCQ publications including *General Regulations for Approved Centres*, *Instructions for conducting examinations*, *Access Arrangements and Reasonable Adjustments*.

The content also includes:

- an update from key stakeholders (DfE, Ofqual and the awarding bodies) relating to examinations taking place during the 2025/2026 academic year
- an analysis of the exam-related areas for which senior leaders must assume responsibility
- the tasks which must be undertaken to ensure that your centre is JCQ compliant
- guidance on providing support and supervision for your exams officer

TIMINGS:

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

GETTING TO THE EVENT:

- The training is taking place at: Headingley Stadium, St Michael's Lane, Headingley, Leeds, LS6 3BR
- Further information can be found at <https://yorkshireccc.com/headingley/getting-to-headingley/>

EVENT WILL TAKE PLACE IN:

- 'The Howard Suite'

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
- Please contact us via email (training@theexamsoffice.com) or phone (0333 7000 755) to inform us of your non-attendance.

Photos may be taken at the event for promotional purposes