

## WELCOME TO OUR 2023 AUTUMN TRAINING EXAM CHANGES 2023/24

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 2023/2024 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: 9.15am | Close: 4.00pm

### GETTING TO THE EVENT:

- The training is taking place at: The Bristol – Prince Street, Bristol. BS1 4QF
- Parking is available in the adjacent NCP at the reduced rate of £11.00
- To receive a discounted rate, you will need to pay for the parking at the hotel reception. It is important to keep your original car parking ticket as it is required to exit the car park.
- Please note that if you are driving to the venue, Bristol has a 'clean air zone'. You must pay to drive within the zone if your vehicle does not meet the zone's emission standards, unless you have an exemption.
- The nearest train station is Temple Meads

### EVENT WILL TAKE PLACE IN:

- 'The Ballroom 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](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.