



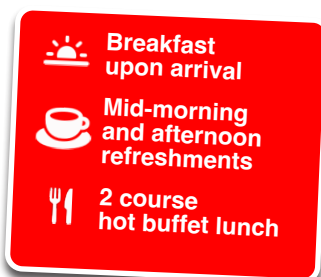
Preparing senior leaders/line managers for managing/overseeing examinations within their centre during the summer 2026 exam series

**What are the reasons to attend
the National Senior Leader/Line Manager Exams Conference?**

- acquiring the latest awarding body/JCQ information and updates to prepare you for the summer exam series and beyond
- opportunity to speak with examination management and administration experts
- keynote speeches from sector leaders
- informative and interactive workshops
- information about resources and products from exams-related exhibitors
- practical advice, hints and tips
- networking opportunities

Agenda

- 8.00** Registration and refreshments
- 9.00** Welcome & introductions
- 9.15** NAEO update - including Exams Officer Survey outcomes and why it is beneficial for a senior leader to rename their Exams Officer as the Exams Manager
- 9.45** Keynote speech (Ofqual)
- 10.15** Workshop 1
- 11.00** Break
- 11.30** Workshop 2
- 12.15** Workshop 3
- 1.00** Lunch
- 1.45** Workshop 4
- 2.30** Break
- 2.50** Panel discussion (delegates will be asked to provide their optional question via the booking form)
- 3.30** Close



Timings are indicative and may be subject to change

Workshops

Delegates will have the opportunity to attend four presentations/workshops from the following:

JCQ (including the JCQ Centre Inspection Service)

JCQ from ICE and General Regulation changes to Inspection: Understanding JCQ Updates & Centre Compliance for 2025–2026

Cambridge OCR

Managing an exam day in the absence of your exams officer

AQA

Working together: Supporting exams officers to navigate exam day with confidence

NCFE

Uploading Learner Evidence with Confidence

The Exams Office

The role and responsibilities of a senior leader in overseeing examinations and assessments within their centre

Cambridge International Examinations

Empowering Exams Officers: Senior leaders' role in a successful Cambridge exams cycle

Pearson

A Day in the Life: Empowering Exams Officers Through Effective Leadership

Liz Devereux (Head of Exams at Bede's Senior School, East Sussex)

Managing the use of laptops during an examination

**Discounted
Rate
Available**

Attend for just **£295** per delegate, including all refreshments and lunch, conference materials and priority access to the post-conference Virtual Conference which will include access to coverage of all workshops

Member Centres of The Exams Office enjoy a discounted rate of £265 per delegate