INFORMATION AND UPDATES FROM THE EXAMS OFFICE 2024/25



Please note, information and hyperlinks provided were correct at the date they were published and could be subject to future archive.

(03/01/2025) NAEO CEO Message - January 2025: **The outcomes of the annual exams officer survey** (31/12/2024) NAEO January 2025 article: **Why every centre should appoint an Exams Assistant** (30/12/2024) January 2025 article: **MANAGING EXAMINATION ENTRIES AND AVOIDING/MINIMISING LATE ENTRY FEES**

(12/12/2024) Member update: Invigilator training resources (06/12/2024) National Senior Leader/Line Manager Exams Conference update (02/12/2024)

- DECEMBER 2024 update sent to members
- **DECEMBER UPDATE** published

(27/11/2024) NAEO December 2024 article: Factors to highlight when negotiating a salary review (26/11/2024) December 2024 article: TEN REASONS WHY AN EXAMS OFFICER SHOULD NOT INVIGILATE DURING AN EXAM SERIES

(04/11/2024)

- November 2024 update sent to members
- NOVEMBER UPDATE published

(01/11/2024) National Exams Officer Conferences 2025 (Member update)

(31/10/2024) NAEO CEO Message - **November 2024: What an exams officer should expect from their line** manager/senior leader

(30/10/2024) NAEO November 2024 article: The role and responsibilities of the exams officer in the management, administration and facilitation/conducting of access arrangements

(28/10/2024) November 2024 article: MANAGING SUPERVISED REST BREAKS

(15/10/2024) Exams Officer Professional Standards (Member special update)

(03/10/2024) October 2024 update sent to members

(02/10/2024) OCTOBER UPDATE published

(30/09/2024)

- NAEO CEO Message October 2024: The importance of engaging with the 2024 Exams Officer Survey
- NAEO October 2024 article: The School Support Staff Negotiation Board (SSSNB)

(27/09/2024) NAEO Exams Officer Survey 2024 - We'd love your feedback!

(26/09/2024) October 2024 article: A SUMMARY OF THE MAIN CHANGES WITHIN THE ICE DOCUMENT (04/09/2024)

- September 2024 update sent to members
- SEPTEMBER UPDATE published

(02/09/2024) NAEO CEO Message — September 2024: **A review of the summer 2024 exam series....and looking ahead to the new academic year**

(01/09/2024) National Association of Examinations Officers (**NAEO**) September 2024 article: **The reasons** why every exams officer should have access to an effective professional development programme for the 2024/2025 academic year