



12<sup>TH</sup> OCTOBER  
FAZELEY STUDIOS,  
BIRMINGHAM

## INTRODUCING THE **EVERY** USER CONFERENCE

08:30 – 09:15 **Registration**

09:15 – 09:45 **Welcome from Ian and Adam (Founders)**

09:45 – 10:30

**Martin Budd**, Estates Manager, Wreake Valley Community College.

**(Using the Every system to prepare for your Condition Improvement Funding survey)**

**Samantha Wells**, School Business Manager, Eldene Primary School.

**(How Every helps her juggle compliance, contracts & premises)**

10:30 - 11:15

**Every Compliance Manager \*New Module**

**Every Policies \*New Module**

**Every Issues Workshop**

11:15 – 11:30 **Break**

11:30 – 12:15

**Nina Siddle**, School Business Manager, Withernsea Primary School.

**(A practical Introduction to academy conversion)**

**Peter Thompson**, Operations Director, Bradford Diocesan Academies Trust

**(Asset Management within a multi-academy trust)**

**Lesley Forrest**, Finance Officer, Wise Owl Trust.

**(How Every is working for us in a small primary academy trust)**

12:15 – 13:00

**Every Capital Planning & Projects Seminar**

**Every Interactive e-learning Course**

**Every Contracts Masterclass**

13:00 – 13:45 **Lunch and refreshments**

13:45 – 14:00

**Gerard McGrory**, Regional Manager, Academy Transformation.

**(Implementing Every across a large trust and getting your team on board)**

**Victoria Roome/Debbie Brabon**, Finance Officer, St.Johns Bradford/Administrator, Meadowfield School.

**(How to make Every Sing and Dance within the Finance Team)**

14:00 – 14:45

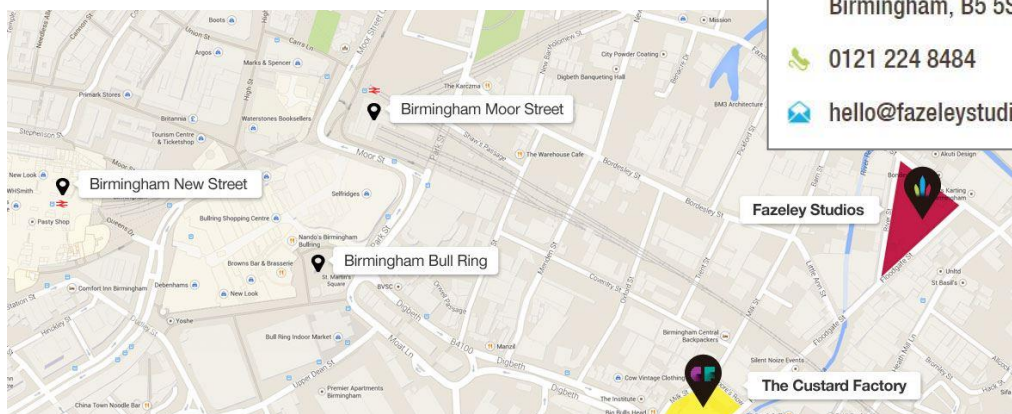
**Every Policies \*New Module**

**Every Activities Workshop**

**Every Compliance Manager \*New Module**

14:45 – 15:15 **Closing Comments**

## THE VENUE



### Location

Fazeley Studios is just a 10 minute walk from Birmingham New Street Station, and a 5 minute walk from Birmingham Moor Street station.

### Parking

We have 20 VIP spaces available on a first come, first served basis. There is also street parking near Fazeley Studios. You can also park free of charge on Fazeley Street, River Street and Floodgate Street. There are also several nearby pay and display car parks.

## TECH SUPPORT MINI SESSIONS

Throughout the day we will be holding one to one technical drop in support sessions. This gives you the opportunity to have a chat to a member of our dedicated support team and find out how we can help you get the most out of your Every products. Just let us know your name, school and query to book your timeslot.

Book online at <http://www.weareevery.com/event/every-customer-conference-2017/>

We look forward to seeing you!

Kind regards,  
The Every® Team

