

Sign up for Primary Headteachers' Conference 2025 Workshops

1. Navigate to [HFL Education Hub: Log in to the site](#)
2. Go to 'My Dashboard'

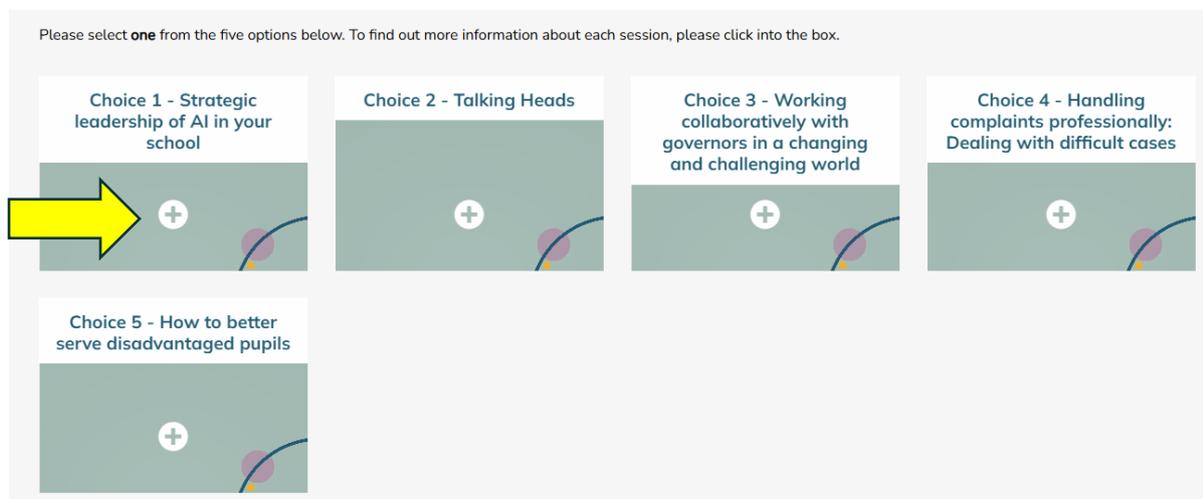


3. Scroll down to **Current Learning** and select *Workshop Selector – The Primary Headteachers' Conference 2025*

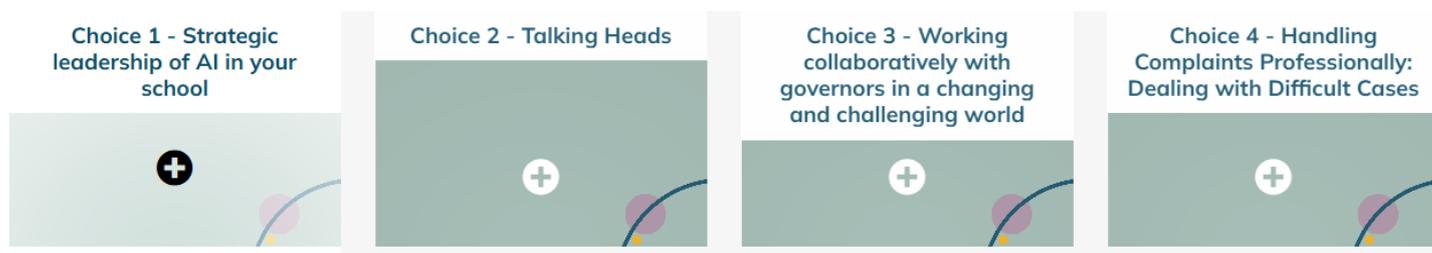
Current Learning

A screenshot of the 'Current Learning' section on the HFL Education Hub website. It displays a grid of course cards. The first row contains four cards: 'Hertfordshire's Primary Schools' ... (No criteria), 'Small Schools' Programme - ITT bonus ... (No criteria), 'Small Schools' Programme 2.0 (No criteria), and 'Small Schools' Programme: Series 1 (Not tracked). The second row contains two cards: 'The Primary Headteachers' Conference ... (No criteria) and 'Workshop Selector - The Primary ... (Not tracked)'. The 'Workshop Selector' card is circled in yellow.

- Go to the timeslot of workshops you'd like to select and click the + sign within the workshop tile



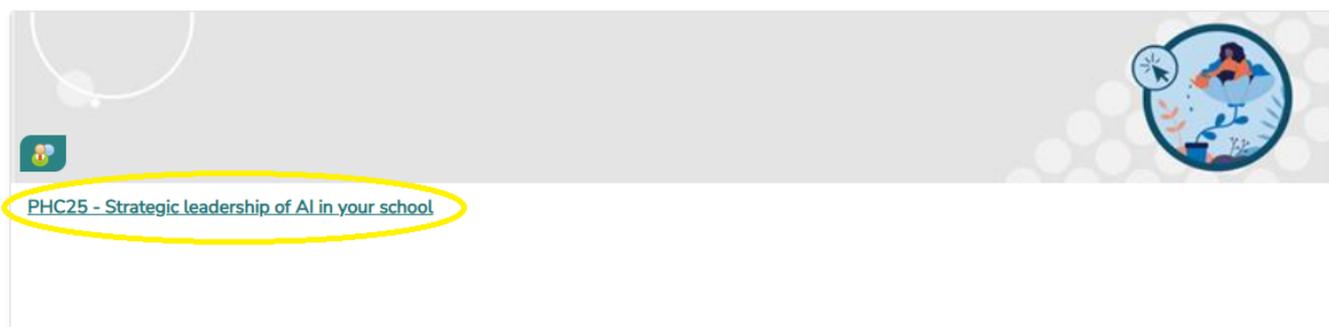
- Once the workshop tile has opened, click on the hyperlinked workshop title



Strategic leadership of AI in your school

Lead by Chris Carter, HFL Education - Rosalind Franklin (80)

This workshop focuses on guiding headteachers on the ethical considerations, safeguarding, and legal compliance surrounding AI adoption. It will explore defining a clear purpose for AI, developing effective policies, and maintaining crucial human oversight. Attendees will leave with practical actions to consider further in their schools.



6. On the next page, click *Go to event*

PHC25 - Strategic leadership of AI in your school

Booking

Upcoming events

Event status	Seats available	Session times	Rooms	Facilitators	Session status	Actions
Upcoming Booking open	80	9 October 2025, 11:40 AM - 12:25 PM Timezone: Europe/London	Hinxton Hall - Rosalind Franklin Room	Chris Carter	Upcoming	Go to event

7. Click *Sign-up* (No need to enter any information in the box)

[← All events](#) | [Event](#) | [Sessions](#)

[Back to top](#)

PHC25 - Strategic leadership of AI in your school

▼ Event

Seats available

80

Event booking

Booking open

▼ Sessions

Status	Times	Rooms	Facilitators
Upcoming	9 October 2025, 11:40 AM - 12:25 PM Timezone: Europe/London	Hinxton Hall - Rosalind Franklin Room	Chris Carter

Sign-up

Requests for session organiser

8. Your workshop is now booked

✓ Your request was accepted. ×

[← All events](#) | [Event](#) | [Sessions](#)

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PHC25 - Strategic leadership of AI in your school

▼ Event

Seats available

79

Event booking

Booked

▼ Sessions

Status	Times	Rooms	Facilitators
Upcoming	9 October 2025, 11:40 AM - 12:25 PM Timezone: Europe/London	Hinxton Hall - Rosalind Franklin Room	Chris Carter

Booked

[Cancel booking](#)

9. To return to the workshop selector homepage, click *All events*

← All events | Event | Sessions Back to top

PHC25 - Strategic leadership of AI in your school

▼ Event

Seats available
79

Event booking
Booked

▼ Sessions

Status	Times	Rooms	Facilitators
Upcoming	9 October 2025, 11:40 AM - 12:25 PM Timezone: Europe/London	Hinxton Hall - Rosalind Franklin Room	Chris Carter

10. Click *Back to workshop Selector – The Primary Headteachers' Conference 2025*



PHC25 - Strategic leadership of AI in your school

Booking

Upcoming events

Event status	Seats available	Session times	Rooms	Facilitators	Session status	Actions
Upcoming Booking open <input type="button" value="Booked"/>	79	9 October 2025, 11:40 AM - 12:25 PM Timezone: Europe/London	Hinxton Hall - Rosalind Franklin Room	Chris Carter	Upcoming	<input type="button" value="Go to event"/>

11. Replicate this process to select workshops in all other timeslots in line with your ticket type.

12. If you have selected a workshop in error, you can cancel this by following the steps above to go into the specific workshop, and click *Cancel Booking*

← All events | Event | Sessions Back to top

PHC25 - Strategic leadership of AI in your school

▼ Event

Seats available
79

Event booking
Booked

▼ Sessions

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Upcoming	9 October 2025, 11:40 AM - 12:25 PM Timezone: Europe/London	Hinxton Hall - Rosalind Franklin Room	Chris Carter