

# Rivers Education Support Centre



## Application Pack

## Primary Outreach Support Worker

May 2026





## Primary Outreach Support Worker

Thank you for your interest in the post of **Primary Outreach Support Worker**.

This Application Pack consists of the following documents: *Copy of the advertisement, Information about Rivers ESC, Job Description, Person Specification, Staff Benefits and Links to our CP, Safer Recruitment Policy and KCSiE*. We look forward to reading your application and thank you for your interest in our school. We encourage applications from ECT, MPS & UPS teachers.

**Closing date: Sunday 07<sup>th</sup> June 2026.** Please note we reserve the right to close this vacancy early should sufficient applications be received so early application is advisable.

**Interview date: Friday 12<sup>th</sup> June 2026.** Please note we reserve the right to interview early should sufficient applications be received so early application is advisable.

**Start Date: ASAP / 01<sup>st</sup> September 2026**

**How to apply:** If applying via our website or via Teach in Herts website, please complete both the application form and person specification forms and return them by email to Mrs Heather Dunne at [heather.dunne@riveresc.herts.sch.uk](mailto:heather.dunne@riveresc.herts.sch.uk). If applying via My New Term, please use their application process.

**Visits:** Visits to the school are most welcome, please contact Heather to arrange.

**References:** Please ensure that you provide email addresses for both your referees as we will request references by email. A mobile number for them would also be useful.

**If you have any queries regarding this post,** or general enquiries about the recruitment process, please contact Mrs Heather Dunne, HR Manager on 01992 534 841 or [heather.dunne@riveresc.herts.sch.uk](mailto:heather.dunne@riveresc.herts.sch.uk)

**Criminal Declaration Form:** All applicants invited to interview will be required to complete a Criminal Declaration Form prior to interview.

**Safeguarding:** Rivers ESC is committed to the safeguarding and welfare of children. Applicants must be willing to undergo child protection screening appropriate to this post including an online/social media check, two satisfactory employment references (past employers) and completing a satisfactory Enhanced DBS (Disclosure & Barring Service) with Barred List Check. Please note that this role 'exempt' from the **Rehabilitation of Offenders Act 1974** and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

**Link to Rivers ESC Child Protection Policy:**

<https://www.riversesc.herts.sch.uk/attachments/download.asp?file=298&type=pdf>

**Link to Rivers ESC Safer Recruitment Policy:**

<https://www.riversesc.herts.sch.uk/attachments/download.asp?file=320&type=pdf>

**Link to Keeping Children Safe in Education 2025:**

[https://assets.publishing.service.gov.uk/media/68add931969253904d155860/Keeping\\_children\\_safe\\_in\\_education\\_from\\_1\\_September\\_2025.pdf](https://assets.publishing.service.gov.uk/media/68add931969253904d155860/Keeping_children_safe_in_education_from_1_September_2025.pdf)

May 2026





# Primary Outreach Support Worker

## Advert

**Hours: Full Time (position will be Mon-Fri 8.30am to 4.00pm).**

**Salary: H6 (TTO + 5 days)**

We are seeking four dynamic practitioners who are proactive and adaptable to schools' individual needs. This role would require flexibility and independent work, to carry out targeted sessions for our 96 primary schools. A good team ethic and good sense of humour is essential.

The role will require you to work on 1:1 sessions and in group work with pupils in their mainstream settings, working collaboratively with other professionals, with a multi-agency approach to create positive long-term changes. You will work closely with teaching assistants, pastoral staff, and external professionals to ensure every pupil receives consistent & high-quality support.

You will help students access learning, regulate behaviour, and develop strategies to manage social and emotional challenges. This role is ideal for dedicated professionals who have a passion for supporting families and young people who face difficulties in mainstream education.

Through supporting our young people who have been through challenging times and helping them to develop and succeed ensuring they reach their full potential is our goal. Helping individuals belong, improving educational outcomes, and remaining in their mainstream setting.

We offer a supportive management team with "an open door SLT," Rights to Disconnect policy, & offer opportunities for staff to effect real change, and grow professionally.

Rivers ESC works with a varied cohort of pupils including children classed as missing in education, permanently excluded from mainstream schools, and many of the pupils have social, emotional, and mental health difficulties (SEMH).

### About You

#### We are looking for someone who is:

- Patient, emotionally resilient, and committed to supporting vulnerable pupils
- A strong communicator with the ability to model positive behaviour
- Able to remain calm and consistent in challenging situations
- Skilled at building rapport and maintaining professional boundaries
- A team player with a flexible, solution-focused approach
- Experienced in working with children/young people with SEMH & SEN needs (desirable but not essential)

#### What We Offer

- A supportive and experienced team
- Ongoing training in behaviour management, safeguarding and SEND
- Opportunities for career development within the ESC and wider education settings
- A role that makes a real difference to young people's lives

**May 2026**



The duties and responsibilities listed in the job description are as present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary (this may include working at our Centers).

Rivers ESC is committed to safeguarding and promoting the welfare of children. All applicants must be willing to undergo safeguarding screening appropriate to the post, including an enhanced Disclosure and Barring Service (DBS) check, two employment references, medical, and online/social media checks.

We welcome visits to our school from potential applicants. Please contact HR Manager [heather.dunne@riversesc.herts.sch.uk](mailto:heather.dunne@riversesc.herts.sch.uk) to arrange.

We aim to be an equal opportunities employer and welcome applications irrespective of race, gender, religion, disability, sexual orientation, and/or age. We value the individuality and creativity that every worker potentially brings to the workforce.

# WELCOME TO RIVERS EDUCATION SUPPORT CENTRE

***Transforming futures through compassionate leadership,  
purposeful education, and collaborative partnerships.***

At Rivers, we support children and young people aged 5–16 across multiple sites in East Hertfordshire and Broxbourne. Our students face barriers to learning in mainstream education, often due to social, emotional, or mental health (SEMH) needs. We provide a safe, structured, and nurturing environment where they can reconnect with learning and rebuild their confidence.

A deeply embedded culture of care, creativity, and resilience runs through every aspect of what we do at Rivers. We never give up on a child. Our team constantly adapts provision to meet individual needs, regularly reviewing timetables, strategies, and systems to reflect the changing needs of our students. This flexibility, combined with a strong therapeutic ethos, makes Rivers a truly transformative place, for both students and their families.

Safeguarding is at the heart of our work. With 10 Designated Safeguarding Leads across the organisation, we have robust systems in place to ensure the safety and wellbeing of every child in our care.

Our leadership is strategic, visible, and responsive. While senior leaders do not have regular teaching commitments, they step in to support and cover as needed, ensuring a hands-on and agile approach that keeps us connected to the day-to-day life of the centres.

One of our key strengths is our integrated Outreach Team, which works with both primary and secondary schools across a wide area. Through a tiered model of support, they offer early intervention, behaviour support, and reintegration planning. Their work helps prevent exclusions and supports successful transitions back into mainstream settings. When reintegration is not the right path, students stay with us for a defined period, with continued outreach support to guide their next steps.

Working at Rivers is both rewarding and challenging. We support some of the most vulnerable children in our community. The work can be demanding, but it is also deeply meaningful. Our team is passionate, resilient, and committed to achieving the best outcomes for every child, whatever their journey may be.

We place strong emphasis on breaking down preconceptions and building meaningful, trusting relationships with students and families. A calm, well-structured environment, with high staffing levels, open-door classrooms, and clear boundaries, underpins everything we do. Expectations are high, and behaviour is consistently excellent.

### **Little Rivers (in Hoddesdon) *(Primary Behaviour Support and Intervention)***

Little Rivers plays a vital role in supporting primary aged students (5–11 years old) who are dual-registered with their mainstream school and our provision. It is a place designed for children with complex behavioural, social, emotional, and special educational needs, many of whom have experienced significant trauma.

Little Rivers offers a 12-week intervention, but we recognise that every child’s journey is different. While reintegration into mainstream education is always the initial aim, the reality is often more nuanced. For many of our students, the level of need and the current shortage of suitable placements mean that more specialised or alternative provision is required.

Our approach at Little Rivers is holistic. We focus not only on academic progress but also on nurturing the social and emotional skills that are essential for long-term success. Every child has a personalised timetable, shaped around their individual needs and home circumstances. We work closely with families and external agencies to ensure that each child’s experience is safe, meaningful, and supportive.

One of the strengths of Little Rivers is its physical environment. With two classrooms, a sensory regulation room, a spacious playground, access to an AstroTurf sports facility, a forest school area, and a horticulture space, we create a setting that is both stimulating and therapeutic. Our team is always looking for ways to enhance our outdoor provision, reflecting our ongoing commitment to creating spaces where children can thrive.



### **Our Key Stage 3 Centre in Hertford** (*Reconnection and Readiness for Reintegration*)

Our Key Stage 3 Centre offers a nurturing and structured environment for students who have either been permanently excluded from mainstream education or are with us on a short-term, 12-week respite placement. The focus is always on supporting students to return to mainstream education wherever possible, with a strong emphasis on reintegration and continuity of learning.

Students on respite placements are reviewed fortnightly to monitor progress and ensure their needs are being met. When reintegration is the next step, our Secondary Outreach Team plays a vital role, working closely with students and their schools to share effective strategies, build staff confidence, and provide ongoing support throughout the transition.

Many of the young people we support have complex needs, and while reintegration can be challenging, we see many students successfully return to mainstream settings. The provision runs until the end of Year 9. For a small number of students, a move to our KS4 Centre may be more appropriate, particularly where specialist provision is needed or while EHCPs and placements are being finalised.

The curriculum follows the National Curriculum and includes English, Maths, Science, ICT, PE, Food Technology, and Art. Learning is highly personalised and differentiated to meet individual needs, with mixed-age teaching groups and Year 9 students typically forming the majority.

We have invested in enhanced facilities to support engagement and well-being, including an on-site gym and access to off-site PE providers. Practical subjects like Food Technology and Art are especially popular and are used creatively to inspire and motivate our students.



**Our Key Stage 4 Centre in Hoddesdon** (*Raising Aspirations and Securing Futures*) offers a unique and highly supportive environment that mirrors the structure and expectations of a small mainstream school, while providing the flexibility and personalization needed to support some of Broxbourne & East Hertfordshire's most vulnerable learners. Our students follow a core academic curriculum, working towards GCSEs in: **English Literature, English Language, Maths, Biology & Art.**

Alongside this, we offer:

- Functional Skills qualifications in English and Maths
- A wide range of Level 2 vocational qualifications in subjects such as Business, PE, and Teamwork
- A dedicated Employability programme, where students build CVs, prepare for interviews, and take part in a week of work experience
- The opportunity to undertake the Duke of Edinburgh Award (Bronze & Silver)

This curriculum is designed to prepare students not only for academic success but also for life beyond school. Students are supported in exploring post-16 pathways through tailored college visits and even university visits, to raise aspirations, particularly for those from families with no prior experience of higher education.

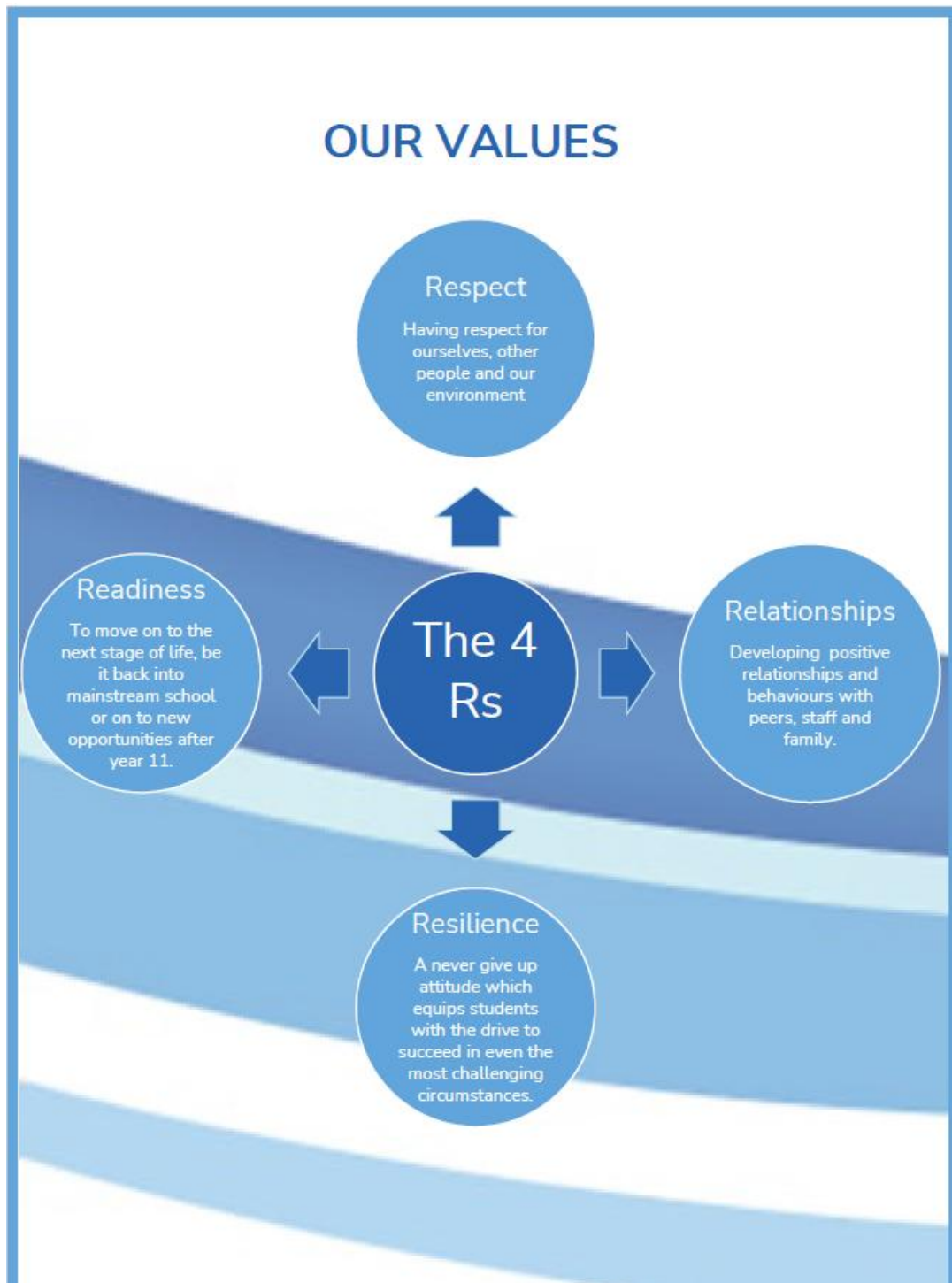
Every student has a bespoke provision map, whether or not they have an EHCP. These maps guide personalised timetables and support strategies. Some students attend full-time, while others follow blended programmes involving college placements, extended work experience, or therapeutic interventions. This flexibility ensures that each young person has a pathway that suits their individual needs and goals.

A standout feature of the centre is our family support work; working closely with families and external agencies to coordinate care and reduce barriers to engagement. Many students arrive with complex needs and low trust in education. Our approach, starting with a warm, personalised setup meeting, helps rebuild confidence and connection from day one.



## Our Aims

Rivers ESC aims to provide a safe, secure, and happy environment where everyone will work hard to achieve their potential. Furthermore, we aim to build pupils' confidence by celebrating success and by nurturing a culture where it is ok to take chances and learn from our mistakes to build resilience and self-belief. We aim to inspire and enable our pupils to: Become confident, independent, and successful young people, excel in learning, engage positively with the community & be ambitious for their futures.





## PRIMARY OUTREACH SUPPORT WORKER

<b>JOB TITLE:</b>	<b>PRIMARY OUTREACH SUPPORT WORKER</b>
<b>HOURS:</b>	<b>MON – FRI: 37 Hours (8.30am to 4.00pm)</b>
<b>REPORTS TO:</b>	<b>HEADTEACHER</b>
<b>GRADE:</b>	<b>H6 (TTO + 1 Week)</b>

This post provides support for students experiencing difficulties with their behaviour in mainstream primary schools within **Broxbourne** (covering *Waltham Cross, Cheshunt, Turnford, Wormley, Broxbourne, and Hoddesdon*)

& **East Herts** (covering *Bishops Stortford, Sawbridgeworth, Buntingford, Ware, Hertford, and all surrounding villages*). You must hold a current driving license, business insurance, and own vehicle, as you will be required to travel between sites & schools. The successful candidate will work with students in small groups and individually within their existing school. You will offer behaviour strategies, support, and advice as appropriate to schools, parents/carers, and other professionals. This role is designed to work with students at risk of exclusion and that have SEMH barriers to learning. It is anticipated that the person appointed will attend any training deemed appropriate and will use their new skills and knowledge to support changes in students' behaviour.

### 1 a) Purpose of the job

- To support in mainstream primary schools and the work of the Rivers ESC Primary Outreach service, in addressing the Social, Emotional and Mental Health needs.
- To work under the direction of Rivers ESC to ensure that all schools are provided with high quality support in a timely manner.
- To work with identified individuals and small groups
- To offer behaviour strategies, support, and advice as appropriate to schools, parents, and other professionals

### b) Main Duties

- Hold an outreach caseload and support young people in the context of their school, working with individuals, groups, parents, and staff
- Contribute to the work of schools in:
  - developing a range of appropriate strategies in relation to the individual/young people at risk
  - developing in young people positive attitudes towards themselves, others, and their learning
  - keeping formative and summative records of work carried out
- Monitor progress and impact of outreach interventions and gather evaluations, providing half termly feedback, termly reviews and data collection.
- keeping formative and summative records of work carried out
- Deliver targeted planning based on individual needs, under the Rivers ESC Primary Outreach Service schemes of work
- recording data to measure impact and progress
- ongoing tracking of previously supported students – offer top-up interventions
- carry out baseline assessments to plan interventions and to measure impact and ATL
- Follow outreach procedures including safeguarding procedures
- Work in collaboration with parents, carers, professional staff, and external agencies to promote the learning objectives of each student

- Use ICT for learning activities and support students to develop competencies and independence in the use of ICT
- Foster effective links with local schools and other agencies
- Working collaboratively with the Outreach Team in a solution focused way to achieve the best outcomes for all referred young people.
- Carry out administrative tasks, as necessary.
- Devise, develop and deliver programmes for those young people at risk of exclusion and missing from education
- Work alongside the Headteacher and school staff and other professionals to support the reintegration of individuals
- Foster effective links with local schools
- To support schools and parents with advice, reports, signposting, and attendance at meetings with other services.

### **c) Equalities**

Be aware of and support differences and ensure that students have equality of access to opportunities to learn and develop

### **d) Health & Safety**

Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, and data protection; and report all concerns to an appropriate person

### **e) Disclosure & Barring Service**

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure & Barring Service as part of Hertfordshire County Council's pre-employment checks. Please note that additional information referring to the Disclosure & Barring Service is in the guidance notes on the application form. If you are invited to an interview, you will receive more information.

### **f) Additional Information**

The jobholder is required to contribute to and support the overall aims and ethos of the centre. All staff are required to participate in training and other learning activities, and in performance management and development, as required by the centres policies and practice.

## **2. Supervision**

The jobholder is managed by the Head of Centre. The frequency of meetings is determined by the Centre's performance management policies and practice. The post has no supervision of staff.

## **3. Contacts**

The jobholder works directly with teachers and students and has routine and regular contact with parents and carers and with external agencies and other professionals.

## **4. Knowledge, Experience and Training**

See person specification below.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

**May 2026**



## PRIMARY OUTREACH SUPPORT WORKER

### Person Specification

Desirable (D) / Essential (E)	Personal Quality
E	Hold current driving license, business insurance, and own vehicle, as you will be required to travel between sites & schools
E	Experience of working with primary and/or secondary age children
E	Qualify for or hold an enhanced DBS check
E	Ability to work with Senior Management
E	Numeracy and literacy skills equivalent to NVQ Level 2 or GCSE Grade C / 4 in English and Maths
E	Competence in the use of ICT to support teaching and learning
E	Awareness of the need for confidentiality
E	Ability to work with a minimum of supervision and within a team
E	Ability to manage students in a small group setting and 1:1
E	Ability to demonstrate experience and knowledge of working with hard to teach and challenging young people who have barriers to learning
E	Have a solution focused mind-set
E	Willing to be a team member and have a good sense of humour
E	Willing to undertake further professional development
D	Willing to transport students if necessary
D	Experience of working with students with Autistic Spectrum Condition/ SEN
D	Ability to set up relevant programmes to engage young people
D	Understanding of the curricular requirements of the school, these include statutory requirements

**Rivers ESC is committed to safeguarding children and young people. All post holders are subject to a satisfactory Disclosure and Barring Service (DBS) check.**

May 2026





## **PRIMARY OUTREACH SUPPORT WORKER**

### **Staff Benefits**

**Rivers ESC is a great place to work and comes with many benefits, including:**

- Supportive Leaders and SLT Open Door Policy
- Investment and Promotion of Staff Training and Continued Professional Development
- Staff Induction Process
- Right to Disconnect practice and policy in place
- Employee Assistance Programmes - giving staff access to a comprehensive package of wellbeing services such as
  - Support and Counselling Services
  - Legal Assistance
  - Financial Assistance
  - Consumer Assistance
  - Mediation Assistance
  - Career Guidance
  - Life Coaching
  - Support for non-nationals and their families
  - Help with practical day-to-day issues and services
- Pension Schemes for Teachers and Support Staff
- Free Onsite Parking at all centres
- Free Tea/Coffee/Milk
- Free Refreshments and Food at all INSETs
- Staff Mental Health Leads
- Staff Wellbeing Fund
- Staff Wellbeing Committee
- Staff Social Events
- Staff Weekly Raffle
- Menopause Champions
- Use of onsite Gyms
- Access to Free Wi-Fi
- Exit interviews