Rivers Education Support Centre

Application Pack

Teacher of English
(Maternity Cover)

Nov 2026

Teacher of English (Maternity Cover)

Thank you for your interest in the post of **Teacher of Maths (Full/Part Time)**.

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 MPS & UPS teachers.

Closing date: **Midday, Mon 23rd Nov May 2026.** Please note we reserve the right to close this vacancy early should sufficient applications be received so early application is advisable.

Interview date: w/c 30th Nov 2026. Please note we reserve the right to interview early should sufficient applications be received so early application is advisable.

Start Date: 04th January 2027

How to apply: Please apply via MyNewTerm or Teach in Herts Website.

Visits: Visits to the school are most welcome, please contact Mrs Heather Dunne, HR Manager on 01992 534 841 or heather.dunne@riveresc.herts.sch.uk

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

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 check, 2 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=370&type=pdf

Link to Rivers ESC Safer Recruitment Policy:
https://www.riversesc.herts.sch.uk/attachments/download.asp?file=388&type=pdf

Link to Keeping Children Safe in Education 2026:
https://www.gov.uk/government/publications/keeping-children-safe-in-education--2

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Teacher of English (Maternity Cover)

Advert

Hours: Full time (position will be 4 days / 26hrs / 0.8 per week).
Salary: MPS 1 (£35,602 FTE) to UPS 3 (£54,328 FTE).

We are looking to appoint a dynamic and adaptable teacher to teach English part time (4 days per week), the non-working day must be a Wednesday due to current timetable. It will be for a fixed period of 01st January – 31st August 2027, with the potential of extending until 31/12/27. This will be to cover a Maternity Leave. The role is based at our KS4 Centre in Hoddesdon teaching year 10 and 11 pupils, who have a confident understanding of the curriculum and excellent subject knowledge. These roles are ideal for dedicated professionals who have a passion for supporting young people who face challenges in mainstream education.

Although supporting our young people can be challenging, the rewards are immense as we see them develop and succeed in reaching their full potential, gaining educational outcomes and returning to mainstream wherever possible. The work can be demanding at times but there is a high staff to pupil ratio - classes are small (max of 5 pupils) and always with TA support. We offer a supportive management team and the opportunity to effect real change and witness rapid progress is significant.

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

Why Join Rivers ESC:

- Opportunity to make a significant impact on young people's lives.
- Work as part of a supportive and dedicated team.
- Professional development opportunities tailored to working in alternative provision.
- A chance to deliver education in innovative and creative ways.

You will possess excellent communication and proven organisational skills and be approachable, calm and positive. You should be a team player, who is also able to work on your own initiative.

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.

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, 2 employment references, medical, and online checks.

We welcome visits to our school from potential applicants. Please contact HR Manager 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.

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Information about Rivers ESC

Rivers Education Support Centre is a unique organisation that works with children in the East Herts and Broxbourne areas, who are experiencing difficulties in their mainstream schools because of their social, emotional, and mental health difficulties. A highly skilled team of Outreach staff (Secondary, DSPL3, DSPL4, and Pheonix Centre) work in both primary and secondary schools throughout both areas with children who are at risk of permanent exclusion, with the aim of supporting them and their school to overcome the issues that are making school life difficult.

At our Key Stage 3 Centre in Hertford, pupils either attend for a short-term respite placement "The Reset Programme" or for a longer period while the next steps are arranged. Pupils are provided with a broad curriculum and any barriers to education are identified. Pupils are supported to find strategies to overcome any barriers to support them to be successful in school. Once a mainstream school has been identified, pupils are supported to reintegrate by our Secondary Outreach team. Where appropriate, statutory assessments are conducted for pupils at Key Stage 3 to identify additional support that may be required and, in some instances, to support the process towards placement in an alternative/ specialist provision.

Our Key Stage 4 Centre in Hoddesdon provides education for year 10 and 11 pupils. Where possible, pupils are supported to reintegrate back into mainstream school once it has been identified that they are likely to be successful. KS4 pupils complete a wide range of exam-based and vocational qualifications to work towards future aspirations and chosen career pathways. Pupils also complete work experience. Some KS4 pupils may work on learning pathways which include attendance at alternative provisions supported by centre staff. Pupils have access to a broad range of subjects at a variety of levels and are guided to be highly aspirational with the courses they select. Pupils' outcomes are outstanding.

Rivers ESC works with the Fair Access Team in Hertfordshire to choose a new school placement and to plan how to meet the additional needs of the pupil who is reintegrating. We are a highly positive, solution-focused ethos, with a strong emphasis placed on pupils making progress in behaviour as being a key factor to outstanding academic progress. There are clear boundaries of acceptable behaviour across the organisation. Inappropriate, disruptive, and anti-social behaviour is discouraged by all staff in lessons and around both centres. Education takes place in a purposeful working environment.

Little Rivers (based on the grounds of our KS4 centre in Hoddesdon) is our primary support base on the grounds of the KS4 Centre in Hoddesdon. Little Rivers supports children at Tier 3 and 4 of the DSPL4 Behaviour Service. We offer intensified outreach and short-term provision for primary school-aged children who are at risk of permanent exclusion. Children who attend Little Rivers will receive bespoke therapeutic packages of support. These packages are designed to help children develop the skills they would need to be successful in their mainstream school. We are also able to provide short-term educational support for children who have been permanently excluded.

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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.

The 4 R's of Rivers ESC:

Respect

Having respect for ourselves, other people, and our environment.

Relationships

Developing positive relationships and behaviours with peers, staff, and family.

Resilience

A never give up attitude which equips pupils with the drive to succeed in even the most challenging of circumstances.

Readiness

To move on to the next stage of life, be it back in to mainstream school or on to new opportunities after Year 11.

Teacher of English (Maternity Cover)

Job Description

Aim and main purpose of the job:

- To teach, enthuse and inspire pupils about English.
- To carry out general and specific duties as set out by the national School Teacher's Pay and Conditions.
- Meet the expectations set out in Teacher's Standards.
- Fulfil duties directed by the Headteacher
- To assess, record and report on the attendance, progress, development, and attainment of pupils and to keep such records as required.
- All teachers make a valuable contribution to the school's development and, therefore, to the progress of pupils. All teachers, except those who are newly qualified, will have a lead responsibility for a curriculum area across the whole school and will be supported in that role by their line manager.

Teaching and Managing Pupil Learning:

Teacher of English will:

- Be able to teach to GCSE level effectively across Key Stage 3 and 4.
- Possess high expectations of pupils in relation to standards of achievement and behaviour.
- Create and review consistent implementation, and improvement of schemes of work that encapsulate key school learning strategies.
- Monitor the progress of pupils including those requiring additional support and challenge them to ensure pupils are engaged in their learning and achieve success.
- Teaching experience of Functional Skills Level 1 and 2 is desirable.

Assessment and Self-Evaluation:

Teacher of English will:

- To regularly mark pupils work giving constructive feedback and targets for improvement.
- Implement policies and practices for assessing, recording, and reporting on pupil achievement and assist in setting targets for further improvement.
- Use data effectively to identify pupils who are underachieving and, where necessary, create and implement an effective intervention plan.
- Contribute to the school's planning and self-evaluation.

Relationship with Parents:

Teacher of English will:

- Establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about targets and attainment.
- Communicate effectively, both orally and in writing, with parents.
- To give high quality feedback at parent review days.

Managing Own Performance:

Teacher of English will:

- Prioritise and manage their own time effectively.
- Take responsibility for their own professional development.
- Share good practices resulting in a tangible impact on pupil learning.

- Form constructive relationships with staff including team working and mutual support.
- Actively implement the key aspects of the school's behaviour management policies.
- Contribute to the wider school life including English enrichment activities.
- Contribute to department planning and developments across Key 3 and 4.

Strategic Leadership:
Teacher of English will:

- Contribute fully to our Centre Development Plan.
- Contribute to the development of whole school strategic planning and policies.

Equalities

Be aware of and support differences and ensure that pupils have equal access to opportunities to learn and develop.

Health & Safety

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

Safeguarding:

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

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.

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 centre's policies and practices.

Organisation Chart

Headteacher

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KS4 Deputy Headteacher

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Teacher of English

Supervision

The post holder is line managed by the KS4 Deputy Head. The frequency of meetings is determined by the centre's performance management policies and practice.

Contacts

The post holder works directly with teachers, centre staff and pupils and has routine and regular contact with parents and carers and with external agencies and other professionals.

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; this may include working across all sites when needed. The Teacher of English works under the direction of the KS4 Deputy Headteacher and is accountable to the KS4 Deputy Headteacher who will delegate areas of responsibility as required. The KS4 Deputy Headteacher is responsible for the Teacher of English performance management. This job description may be amended at any time after full consultation, but in any case, will be reviewed annually.

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Person Specification

Aim and main purpose of the job:
To teach, enthuse and inspire pupils about English.

	Essential	Desirable
Knowledge and Understanding		
The ability to teach GCSE English	✓	
The ability to offer Functional Skills English (Level 1 & / 2)		✓
Good awareness of current educational developments	✓	
A clear understanding of current issues related to English	✓	
Ability to plan and deliver lessons effectively	✓	
An understanding and commitment to the ethos of Rivers ESC	✓	
Experience of high-level classroom behaviour skills	✓	
Experience of working with SEN/SEND and SEMH pupils	✓	
Skills, Qualifications and Training		
Qualified Teacher Status (or equivalent qualification)	✓	
Qualification in the relevant subject	✓	
Courses of further study relevant to the post		✓
Evidence of active involvement in professional development		✓
Excellent organisational skills	✓	
Excellent ICT skills	✓	
Clear evidence of leadership		✓
Hertfordshire STEPS Training		✓
Child Protection / Safeguarding Training	✓	
Attributes		
Excellent record of attendance	✓	
Ability to work well in a team	✓	
A sense of humour	✓	
Ability to think creatively and originally		✓
Positive attitude		
Energetic and enthusiastic	✓	
Warmth and sensitivity	✓	
Excellent rapport with pupils	✓	
Commitment to the Rivers ESC and the pupils we serve	✓	

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Staff Benefits

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

- Investment and Promotion of Staff Training and Continued Professional Development
- Staff Induction Process
- Supportive Leaders and SLT Open Door Policy
- 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 Techers 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
- Staff Social Events
- Use of onsite Gyms
- Access to Free Wi-Fi
- Exit interviews