



1. Introduction

This document sets out the proposed admission arrangements for schools within The Heath Family Trust (“the Trust”) for entry in the 2027–2028 academic year.

As the admission authority for its academies, the Trust is responsible for determining the admission arrangements for each school within the Trust in accordance with the **School Admissions Code (2021)**.

These proposed arrangements are subject to a period of public consultation running from Tuesday 11th November 2025 to Monday 22nd December 2025.

2. Trust Schools Covered by These Arrangements

These proposed arrangements apply to the following schools within the Trust:

School Name	Phase	Published Admission Number (PAN)	Age Range
Bridgewater Park Primary School	Primary	30	3–11
Daresbury Primary School	Primary	30	4–11
Palace Fields Primary School	Primary	30	3–11

Each academy’s specific oversubscription criteria and arrangements are set out below.

3. Oversubscription Criteria

All children whose education, health and care (EHC) plans name one of our schools will be admitted to the school before any other places are allocated.

If the number of applications received is greater than the number of places available (the PAN), the following oversubscription criteria will apply in order of priority.

Priority	Daresbury Primary School	Bridgewater Park Primary School & Palace Fields Primary School
1	Looked after children and children who were previously looked after but immediately became subject to adoption, a child arrangements order, or a special guardianship order. This includes children who have been in state care outside of England and ceased to be in state care as a result of being adopted.	Looked after children and children who were previously looked after but immediately became subject to adoption, a child arrangements order, or a special guardianship order. This includes children who have been in state care outside of England and ceased to be in state care as a result of being adopted.
2	Children with a sibling already attending the preferred school and who will still be attending at the time of admission.	(Nursery to Reception) Children who are on roll at Nursery at Bridgewater Park Primary School or Palace Fields Primary School at the time of application

3	Distance from the child's home to school measured in a straight line. Those living nearest the school have priority.	Children with a sibling already attending the preferred school and who will still be attending at the time of admission.
4		Distance from the child's home to school measured in a straight line. Those living nearest the school have priority.
Tie Breaker Clause	If there are more applicants than places available within criterion 1 or 2, criterion 3 will be used as a "tie-break"	If there are more applicants than places available within criterion 1, 2 or 3 criterion 4 will be used as a "tie-break"

Notes:

- 'Sibling' will include stepsiblings, foster siblings, adopted siblings and other children living permanently at the same address
- 'Home' will be the child's main residence, i.e. the address where the child spends the majority of the school week. We may request reasonable evidence of this where appropriate, such as a GP letter with the pupil's home address.

4. Waiting Lists

The Local Authority (Halton Borough Council) will maintain a waiting list until **31 December 2026**.

Applicants will be ranked in accordance with the oversubscription criteria, not by the date of application.

5. In-Year Admissions

Applications made outside the normal admissions round will be handled in accordance with the Trust's Admissions Policy, which is available on the Trust website and on each academy's website.

6. Admission of Children Outside Normal Age Group

Requests for admission outside the normal age group will be considered on an individual basis, in consultation with the relevant Headteacher and local authority, and will take into account the child's best interests.

7. Consultation Process

In accordance with paragraph 1.42 of the School Admissions Code (2021), these arrangements are open for consultation for a minimum of six weeks between 11th November 2025 and 19th December 2025.

Comments or representations may be sent to: Admissions Consultation
The Heath Family Trust
c/o Palace Field Primary School, Badger Close
Palace Fields, Runcorn, WA7 2QW
Email: admissionsconsultation.pri@theheathfamily.org.uk

8. Determination and Publication

The Trust Board will determine the final admission arrangements by **28 February 2026**.

Final versions will be published on the Trust and individual academy websites by **15 March 2026**.

9. Contact

For enquiries about these proposed admission arrangements, please contact:

Trish Roberts, Trust Governance Manager

Email: admissionsconsultation.pri@theheathfamily.org.uk

Website: [The Heath Family Trust - Primary Schools Admissions Consultation](#)