

Arnella Williams-Baker

From: CE Subject Access Requests <subjectaccess@eastrenfrewshire.gov.uk>
Sent: 15 December 2025 14:32
To: DSAR-ATMR
Subject: Re: Data Subject Access Request - Dorothy Menellis

OFFICIAL-SENSITIVE

Good Afternoon

SAR Reference Number: 471/2025

Thank you for your Subject Access Request (SAR) received on 12 December 2025. I also note that you have provided a copy of your Saltire Card and utility bill to confirm your identity.

I have passed your request to the appropriate department who will consider your SAR and respond to you directly within the statutory timeline of 30 calendar days set out in the Data Protection Act by 11 January 2025.

Kind Regards

Dureafshan

Dureafshan Azhar
Senior Business Support Assistant
Chief Executive's Office
Tel: 0141 577 3342

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From: DSAR-ATMR <DSAR-ATMR@aikerlegal.org>

Sent: 12 December 2025 14:04

To: CE Subject Access Requests <subjectaccess@eastrenfrewshire.gov.uk>; dataprotection@nrscotland.gov.uk
<dataprotection@nrscotland.gov.uk>

Subject: Data Subject Access Request - Dorothy Menellis

Dear Sirs

Client: Dorothy Menellis

Date of Birth: 30/09/1960

[Previous Names (if applicable): Dorothy Sinclair

Mother's name (including any maiden name): Margaret Sinclair (Armstrong)

Father's name: John Bradley Sinclair

Siblings: Elizabeth Sinclair, David Sinclair, Agnes Sinclair, Helen Sinclair, Catherine Sinclair (DOB's Unknown)

Address before care or area lived: 1 Love St, Kilwinning KA13 7LQ

We refer to the above and confirm we are instructed in respect of a Redress Scheme application. Please be advised that we are writing to the you in order to obtain the following information. As part of our client's application to the Redress Scheme Scotland, he advised us that he was within:-

Approximate Dates in Care: 1972 to 1976 approx

Institution(s): Client believes she was sent to Carswood House, near Johnstone

We are seeking to obtain records confirming this in support of his application to the Redress Scheme.

Please find attached a signed mandate on behalf of our client authorising the release of this information. If you require any further information, please do not hesitate to contact our office.

Yours faithfully,



Aiker Legal Ltd
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SRA number: 8004747

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