
Data protection (DP) - Subject access request (SAR) - SAR26-27 - 345-Access - Redress - NRS-DP-2026-668 - MMA Legal - Nicola Burns - 04 - final reply

From dpa@gov.scot <dpa@gov.scot>

Date Fri 2026-05-22 2:04 PM

To dpa@gov.scot <dpa@gov.scot>; evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>

Our Ref: SAR26-27 - 345-Access - Redress

Dear MMA Legal

SUBJECT ACCESS REQUEST

I refer to your letter to National Records Scotland requesting a search of records in relation to your client, Nicola Burns.

The Scottish Government do not hold all files in relation to all schools and residential homes and as a result of our searches, I can confirm that we have been unable to locate any documentation based on the information you have provided.

I appreciate that this will be disappointing for your client. However, National Records Scotland will respond to you directly to inform you of the results of the search of their records and may be also in the position to provide details of other public bodies who may hold information relating to your request.

If you are not satisfied with this outcome and wish to make a complaint about the handling of your request (rather than the information provided), please contact the Scottish Government's Data Protection Officer in the first instance.

Data Protection Officer

Victoria Quay

EH6 6QQ

dataprotectionofficer@gov.scot

If, following this review, you still have concerns about the way your data has been handled you can write to the UK Information Commissioner's Office – the regulator for data protection in the UK – at the following address:

Information Commissioner's Office

Wycliffe House Water Lane

Wilmslow

Cheshire

SK9 5AF

Tel: 0303 123 1113 (local rate) or 01625 545 745

Kind regards

Kasia

Kasia Mozdzen | Senior Information Assurance and Data Protection Advisor| Digital Citizen Unit| Scottish Government

V Spur | Saughton House | Broomhouse Drive | Edinburgh | EH11 3XD | [Data Protection & Information Assets Mailbox](#)

Non-working times currently Friday afternoon.

From: Malgorzata Palgan **On Behalf Of** NRS : Data Protection

Sent: 07 May 2026 10:01

To: Data protection and information assets Mailbox ; NRS : Government Records Mailbox

Cc: NRS : Data Protection

Subject: kasia: SAR26-27 - 345-Access - Redress - NRS-DP-2026-668 - MMA Legal - Request - 06 May 2026 - Data Subject Access Request - Ms Nicola Burns

Dear All,

Please see a subject access request we received from MMA Legal on behalf of their client.

Hopefully, you have all information required to carry out searches. However, if I missed anything please let me know.

Best wishes,
Maggie

Malgorzata (Maggie) Palgan | Senior Information Governance Officer

National Records of Scotland | HM General Register House | 2 Princes Street | Edinburgh EH1 3YY
Malgorzata.Palgan@nrscotland.gov.uk | www.nrscotland.gov.uk

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From: MMA Legal <evidence@mmalegal.co.uk>

Sent: 06 May 2026 17:33

To: NRS : Data Protection <dataprotection@nrscotland.gov.uk>

Subject: Data Subject Access Request - Ms Nicola Burns

Subject: Data Subject Access Request under Article 15 UK GDPR and Section 45 DPA 2018

Client Name: Ms Nicola Burns

Client Address: The Crossings 55 Great Union Street, HU9 1AG

Client Reference: 100073

Date of Birth: 21/04/1972

Also Known As:

Name in Care:

Dear Sir/Madam,

We act on behalf of the above-named individual who was placed in residential care at the institution(s) referenced below during the approximate period stated.

Approximate Dates of Placement:

- Assessment Centre Glasgow: 1980-1985
- Fairfield Place. : 1985
- Kensington Care Home: 1986
- Nazareth House: 1987
- Foster Family Glasgow: 1988

We submit this request under Article 15 of the UK General Data Protection Regulation and the Data Protection Act 2018.

We expect a response within the statutory one calendar month period. If you require an extension, please confirm this in writing with full justification.

Please find the enclosed request.

We thank you for your assistance in this matter.

Yours faithfully,

Investigations Team

MMA Legal

E: evidence@mmalegal.co.uk

T: 0161 563 0816

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