
RE: SAR26-27 - 414-Access - Redress Data Subject Access Request - Mr Frank Woodward - acknowledgment

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

Date Mon 2026-05-11 3:26 PM

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

Our Ref: SAR26-27 - 414-Access - Redress

Dear MMA Legal

SUBJECT ACCESS REQUEST

I refer to your letter to the Scottish Government requesting a search of records in relation to your client, Mr Frank Woodward

I will also arrange for your request to be passed to the National Records of Scotland as the custodians of public records to conduct a search of the archives. You should expect to receive a separate response from NRS in due course. In the meantime, we will instruct of records held by the Directorate of Children and families for any information in relation to you.

All personal information will be accessible to you unless that information is covered by an exemption under data protection laws. In carrying out your request information will be shared with relevant business areas where necessary to ensure a complete return.

The one calendar month period allowed for response to your request will expire on 11 June.

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

Sent: 11 May 2026 13:33

To: Data protection and information assets Mailbox <dpa@gov.scot>

Subject: SAR26-27 - 414-Access - Data Subject Access Request - Mr Frank Woodward

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

Client Name: Mr Frank Woodward

Client Address: 11 St. Catherines Crescent, Shotts , ML7 4JG

Client Reference: 100287
Date of Birth: 22/12/1960
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:

- Litherton assesment centre- Edinburgh: 1974
- oakbank approved school – Aberdeen-: 1974- 1977

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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