

From: Linda.Martin2@gov.scot on behalf of dpa@gov.scot
Sent: 26 March 2026 17:03
To: DSAR-ATMR
Cc: dataprotection@nrscotland.gov.uk; dpa@gov.scot
Subject: Data Protection (DP) - DPE25/26 - 1011/Redress - NRS-DP-2026-265

Categories: External party could not locate client for DSAR.

Your Ref: Not Provided
Our Ref: DPE25/26 - 1011/Redress

Dear Michelle,

SUBJECT ACCESS REQUEST

I am writing to you regarding your email dated 18 March 2026 , making a request for personal information on behalf of your client, Tammy Woodward.

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 happy with this outcome and wish to make a complaint, 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

You may also find their website <http://www.ico.org.uk/> a useful source of information.

Yours sincerely

Linda

Linda Martin | Information Assurance and Data Protection Branch
Digital Citizens Unit | Digital Directorate | Scottish Government
~~M1 Spur | Saughton House | Broomhouse Drive | Edinburgh | EH11 3XD~~

Please note my workings days are Thursday and Friday

From: Linda Martin <Linda.Martin2@gov.scot> **On Behalf Of** Data protection and information assets Mailbox

Sent: 19 March 2026 14:31

To: DSAR-ATMR@aikerlegal.org

Cc: Data protection and information assets Mailbox <dpa@gov.scot>; NRS : Data Protection <dataprotection@nrscotland.gov.uk>

Subject: Data Protection (DP) - DPE25/26 - 1011/Redress - NRS-DP-2026-265

Your Ref: Not Provided

Our Ref: DPE25/26 - 1011/Redress

Dear Michelle,

SUBJECT ACCESS REQUEST

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

NRS have passed your request to the Information Assurance and Data Protection team at the Scottish Government to enable a search of records held by the Directorate for Children and Families to be conducted.

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 17 April 2026.

Yours sincerely

Linda

Linda Martin | Information Assurance and Data Protection Branch1
Digital Citizens Unit | Digital Directorate | Scottish Government
~~M1 Spur | Saughton House | Broomhouse Drive | Edinburgh | EH11 3XD~~



Please note my workings days are Thursday and Friday

This e-mail (and any files or other attachments transmitted with it) is intended solely for the attention of the addressee(s). Unauthorised use, disclosure, storage, copying or distribution of any part of this e-mail is not permitted. If you are not the intended recipient please destroy the email, remove any copies from your system and inform the sender immediately by return. Communications with the Scottish Government may be monitored or recorded in order to secure the effective operation of the system and for other lawful purposes. The views or opinions contained within this e-mail may not necessarily reflect those of the Scottish Government.
