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

From dpa@gov.scot <dpa@gov.scot>
Date Wed 2026-05-13 1:43 PM
To evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>
Cc dpa@gov.scot <dpa@gov.scot>

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

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 8 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: Malgorzata Palgan <Malgorzata.Palgan@nrscotland.gov.uk> **On Behalf Of** NRS : Data Protection
Sent: 07 May 2026 10:01

To: Data protection and information assets Mailbox <dpa@gov.scot>; NRS : Government Records Mailbox <governmentrecords@nrscotland.gov.uk>

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

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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