



RE: NRS-DP-2026-527 - MMA Legal - Clarification Request and Acknowledgement - 21 April 2026

From dataprotection@nrscotland.gov.uk <dataprotection@nrscotland.gov.uk>

Date Tue 2026-04-21 3:40 PM

To evidence@mmalegal.co.uk <evidence@mmalegal.co.uk>

Cc dataprotection@nrscotland.gov.uk <dataprotection@nrscotland.gov.uk>

Your reference:**NRS reference: NRS-DP-2026-527**

Dear MMA Legal,

Thank you for the subject access request of 21 April you made on a behalf of your client, A. Murdoch

National Records of Scotland (NRS) holds records on behalf of SG. These records include exempt/closed government files relating to approved and List D schools, children's homes, and prison and borstal services. SG remain the data controller for these records and makes all decisions on access.

Therefore, we forwarded your request to the SG Information Assurance and Data Protection Branch mailbox at dpa@gov.scot and the team will coordinate searches of these records and respond to you directly.

Clarification request

Most of the records NRS holds are not indexed by the names of individuals. Therefore, we need the information requested below to allow us to carry out effective searches. If you do not provide these details, we may not be able to find the information you are seeking.

- Any other names your client has been known by, please include maiden name if relevant or any aliases.
- The address of your client immediately before they were placed in care. If this is not known the name of the town, city and/or local authority will be sufficient.
- The names of your client's parents.
- A copy of your client's ID (passport, driving license, national identity card)

We will send one reminder following our request for clarification, and after a period of 30 days, a final email to inform you we will be closing the SAR.

If we receive the requested information before the closure date, we will process your request under the same reference number. However, if you send us the requested information following the closure date, we will process your SAR as usual but with a new reference number.

These requests are complex in nature, and we endeavour to respond promptly and, in any case, within three months of receipt. We apologise for the delay and any problems this causes.

You may find it helpful to know we created guidance '[Time in care records](#)' which provides information on records NRS holds.

In the meantime, if you have any questions, please contact us by quoting your case number: **NRS-DP-2026-527**

Kind regards,

Lorna

Lorna Cameron

Senior Information Governance Officer | Information Governance | Customer Services, Operations and Archives

National Records of Scotland | Lorna.Cameron@nrscotland.gov.uk | www.nrscotland.gov.uk

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

Sent: 21 April 2026 09:30

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

Subject: Data Subject Access Request - Miss Agnes Helen Murdoch

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

Client Name: Miss Agnes Helen Murdoch

Client Address: 2 Duntarvie Road, GLASGOW, G34 9JD

Client Reference:

Date of Birth: 30/03/1965

Also Known As: Agnes Helen Watson

Name in Care: Agnes Helen Watson

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:

- Nerston Residential School: 1973-1977
- Thorntoun School: 1977-1980

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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