

**Re: Data Subject Access Request - Mr Jake Harold Craddock**

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**From** GL Archives <Archives@glasgowlife.org.uk>

**Date** Wed 2026-04-15 4:00 PM

**To** MMA Legal <evidence@mmalegal.co.uk>; GL Archives <Archives@glasgowlife.org.uk>

Good afternoon

In the first instance, you should direct all your Social Work Data Access requests to:  
DataProtection@sw.glasgow.gov.uk .

For your information, records of Youth Offenders Institutions are not held by Glasgow City Council but by the National Records of Scotland. Contact details are on their website at: [www.nrscotland.gov.uk](http://www.nrscotland.gov.uk).

**Kind regards**

**Irene**

**Dr Irene E O'Brien | City Archives and Records Manager | Museums&collections | Glasgow Life  
Glasgow City Archives**

| Mitchell Library | North Street | Glasgow | G3 7DN

Tel: 0141 287 2908

E: [Irene.O'Brien@glasgowlife.org.uk](mailto:Irene.O'Brien@glasgowlife.org.uk)

Glasgow Life | Glasgow City Archives | Mitchell Library | North Street | Glasgow | G3 7DN

T: 0141 287 2910 | W: [www.glasgowlife.org.uk/libraries/city-archives](http://www.glasgowlife.org.uk/libraries/city-archives)

Facebook: [@GlasgowCityArchives](https://www.facebook.com/GlasgowCityArchives) | Online Catalogue: <https://cityarchives.glasgowlife.org.uk/>

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**From:** MMA Legal <evidence@mmalegal.co.uk>  
**Sent:** Wednesday, April 15, 2026 15:18  
**To:** GL Archives <Archives@glasgowlife.org.uk>  
**Subject:** Data Subject Access Request - Mr Jake Harold Craddock

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

Client Name: Mr Jake Harold Craddock  
Client Address: 2 Mount Stuart Road, Largs, KA30 9ES  
Client Reference:  
Date of Birth: 13/08/1955  
Also Known As:  
Address: 2 Mount Stuart Road, Largs, KA30 9ES  
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:

- Darvel House Lanarkshire : 1968 - 1968
- Glenochil Young Offenders Institution: 1970 - 1971

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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