

Scottish Child Abuse Inquiry

Date 22/05/2026

Po Box 24202
Edinburgh
EH31JN

Ref: 100417

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

Client Name: Miss Theresa Sinclair

Client Address: 90a Main Street, Glasgow, Lennoxton, G66 7DA

Client Reference: 100417

Date of Birth: 13/08/1963

Also Known As:

Name in Care:

Dear Sir/Madam,

We act on behalf of the above-named client, who was placed in residential care at the institution(s) referenced below during the approximate period stated.

Approximate Dates of Placement:

East Dunbartonshire Council: 1975

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Cardross Park - : 1975-1979

This request is made under Article 15 of the UK General Data Protection Regulation and Section 45 of the Data Protection Act 2018.

Scope of Request

We request disclosure of all personal data held in relation to our client, across all systems and formats, including but not limited to:

Admission and discharge records

Full placement history, including transfers between care settings

Social work records, case files, and assessments

Daily logs, key worker notes, and case notes
Incident reports, safeguarding records, and protection referrals
Case conference notes, reviews, and internal assessments
Complaints, investigations, and outcomes
Correspondence between staff, local authorities, and external agencies
Records shared with or held by third-party care providers acting on your behalf
Medical, psychological, or educational records held within the care file
Photographs or other documentation relating to our client's time in care
Records identifying staff members and roles involved in their care

Historical and Archived Records

Given the historical nature of this request, we require that all reasonable and proportionate searches are undertaken, including:

Archived and off-site storage
Legacy systems, including paper, microfiche, and scanned records
Records held under previous authority names, reorganisations, or successor bodies
Records held by contracted, private, or voluntary sector care providers commissioned by your authority

Placement and Authority Clarification

Where records indicate placement in additional care settings, we request:

Details of those institutions
Dates of placement
The commissioning or responsible authority

This information is required to ensure a complete and accurate record of our client's time in care.

Format of Disclosure

Please provide the information in electronic format where possible. Where records exist only in non-digital formats, scanned copies will be acceptable.

Enclosures

We enclose:
Signed authority from our client
Proof of identity

Should you require any further information to process this request, please advise promptly.

Statutory Timeframe

We expect a response within the statutory one calendar month period. If you require an extension, please confirm this in writing with full justification.

Non-Holding of Data

If your organisation does not hold the requested data, we require:

Formal written confirmation of this position

Details of any organisation believed to hold the data, including successor or archive bodies where applicable

Service of Documents

We only accept service of documents via email at evidence@mmalegal.co.uk. Should you for any reason be unable to send documents to the above email, please notify us via the same email imminently.

Yours faithfully,

Investigations Team

MMA Legal

E: evidence@mmalegal.co.uk

T: 0161 563 0816



Social Security Scotland
Tèarainteachd Shòisealta Alba

05763/31312

05763/31312
THERESA SINCLAIR
90A MAIN ST
LENNOXTOWN
GLASGOW
Scotland
G66 7DA



30700



Adult Disability Payment

PO Box 27178

GLASGOW

G4 7ED

Freephone: 0800 182 2222

mygov.scot/benefits

18 March 2026

Dear THERESA,

Payment Increase

We're getting in touch to let you know that your payment will be increasing in April because of the annual increase in Adult Disability Payment.

Your weekly daily living component rate has changed because of the annual increase in Adult Disability Payment. Your new weekly payment will be:

- Standard rate daily living component will increase from £73.90 to £76.70

Your increased award will start from 6 April 2026

Your Adult Disability Payment will continue to be paid to you every 4 weeks and the payment day will remain the same.

If you need to contact us

You can call us free on 0800 182 2222 if you want to get in touch. If you have any questions, we'll be able to help you quicker if you know your National Insurance number. Our opening times are Monday to Friday, 8am to 5pm.

If anything changes

Your award is based on your current needs. If anything changes then your award might need to be adjusted in case you're getting award payments that are not right for your new level of need. Your award might also stop if you no longer meet the eligibility criteria for the benefit.

Dignity, fairness, respect.



sustainable driving achieving

East Dunbartonshire Council

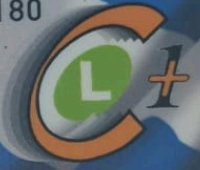
www.eastdunbarton.gov.uk



Theresa Sinclair
6335 6497 4035 8406

Valid to - 04 FEB 2026

ts0 633597 0273 2346 4180



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