

Our ref: Fol/202100221335

Sharon Forsyth

Email: [request-771538-58ade3d7@whatdotheyknow.com](mailto:request-771538-58ade3d7@whatdotheyknow.com)

21 July 2021

Dear Sharon Forsyth,

**Request under the Freedom of Information (Scotland) Act 2002 (FOISA)**

Thank you for your request of 6 July 2021 under the Freedom of Information (Scotland) Act 2002 (FOISA).

Your request

You asked: "My family and I are trying to obtain a copy of our deceased mother's original birth certificate in order to try and trace her siblings who were also placed for adoption in 1960. We know that our mum had a copy but we are unable to locate it and are unsure how to obtain a copy, we believe she was born in England but adopted in Scotland."

Response to your request

When an adoption is granted by a court the records are normally sealed for 100 years, the information contained therein only available to the adoptee or their named representative (in writing). However as your mother has passed you can apply to a Sheriff at the court where her adoption was granted to ask permission to see the records.

The name of the court you should apply to is included within a full extract adoption certificate. As you do not have access to this, if you can supply the information in questions 1 to 3 below to [adoptions@nrscotland.gov.uk](mailto:adoptions@nrscotland.gov.uk) the Adoption Unit can look it up for you and supply the necessary information:

1. Your mother's full name
2. Her date of birth
3. The names of her adoptive parents.

Please note that access is at the discretion of the individual Sheriff, it is not automatically given, and any access is likely to be delayed by COVID-19 restrictions.

### Your right to request a review

If you are unhappy with this response to your FOI request, you may ask us to carry out an internal review of the response, by writing to:

Information Governance Team  
National Records of Scotland  
Ladywell House  
Ladywell Road  
Edinburgh  
EH12 7TF

Email: [foi@nrscotland.gov.uk](mailto:foi@nrscotland.gov.uk)

Your review request should explain why you are dissatisfied with this response, and should be made within 40 working days from the date when you received this letter. We will complete the review and tell you the result within 20 working days from the date when we receive your review request.

If you are not satisfied with the result of the review you then have the right to appeal to the Scottish Information Commissioner. More detailed information on your rights is available on the Commissioner's website at:

<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>

Yours sincerely,

Florence Aitken  
Customer Service Manager