



Mr A.J Wilson  
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**Your ref: CAF 19-146**  
**Our ref: Gov/CAF 19-146**

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London  
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Tel 0300 456 4000  
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11 September 2019

Dear Mr A.J Wilson

**Re: Freedom of Information request**

Thank you for your email of 05 September 2019. You made the following requests for information:

Since the introduction of the Data Protection Act 2018 and General Data Protection Regulations ("GDPR"); please provide the following under the Freedom of Information Act 2000.

1. **CAFCASS operating guidelines for handling of Subject Access Requests**

The Cafcass [Subject Access Request](#) Policy sets out the process followed by Cafcass when handling a Subject Access Request.

2. The total number of Subject Access Requests made to CAFCASS from the implementation of the above legislation to today's date.
3. The total number of subject access requests which were not delivered within the initial 30 day statutory timeline from the implementation of the above legislation to today's date.
4. The total number of subject access requests which were subject to extension by way of classification of being "complex" from the implementation of the above legislation to today's date.

Please see the table below for information in response to questions two – four. Please note that the 23 Subject Access Requests where extensions were applied for

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were due to the size of the case file, the number of previous case files and complaints data, new information being provided that needed to be reviewed to ensure a full disclosure was made or a change in request for data (i.e. the requestor originally only asked for one document but then requested a full SAR).

Number of SARs requested from May 2018 to 6 <sup>th</sup> September 2019	369
Number of SARs completed within the GDPR guidance of one calendar month	346
Number of SARs completed with an agreed extension	23

We hope that you feel your question has been answered effectively. If you are unhappy with the decisions made in relation to your request, you may ask for an internal review to be undertaken. If you are dissatisfied with the way the internal review is handled or with the final decision made at that review about the information released, you are free to contact the Information Commissioner's Office (<https://ico.org.uk/>):

**Post**

Information Commissioner's Office  
Wycliffe House, Water Lane,  
Wilmslow,  
Cheshire  
SK9 5AF

**Fax**

01625 524 510

**Tel**

0303 123 1113

**E-mail**

[casework@ico.org.uk](mailto:casework@ico.org.uk)

Yours sincerely,

Governance Team

Cafcass

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