

Dear Requester,

Thank you for your recent Freedom of Information Request.

I am now able to provide you with the information supplied by the relevant department, as follows:

SEND work to the same retention schedule that is contained within the document attached. We have historically archived individual pupil files with a destruction date of the end of the academic year in which the pupil would have reached 25 years of age, unless there were any Child Protection issues, in which case, we would retain the file until the pupil reached 100 years of age. Therefore details of the retention information being requested is contained within the Council's retention schedule attached.

I hope this now satisfies your request, and should you have any further enquiries please do not hesitate to contact me directly on the details below.

In addition to this and for future reference Nottingham County Council regularly publishes previous FOIR,s and answers on its website, under Disclosure logs. (see link)
<http://site.nottinghamshire.gov.uk/thecouncil/democracy/freedom-of-information/disclosure-log/>

You can use the search facility using keywords.

If you wish to raise any concerns about the way your request was dealt with, then please write to the Team Manager, Complaints and Information, County Hall, West Bridgford, Nottingham, NG2 7QP or e-mail foi@nottsc.gov.uk quoting the reference number above.