

1 September 2026

FOI Ref 23284

Request - You asked Staffordshire Police (SP) the following:

For the reporting year 01/04/2025 to 31/03/2026

1. Total Number of CSOD (Sarah's law applications for the reporting year
2. The number of staff that are engaged in the processing and management of the CSOD process
3. The level of Rank that makes case determination for:
 - a) the letters of representation process and
 - b) the decision to disclose
4. If there is a support staff member that makes case determinations for either 3a or 3b and what Clerical Grade are they assigned to.

SP received your request on 20/08/2026 and have processed this under the Freedom of Information Act (FOIA).

SP's response to your enquiry is as follows:

SP holds some of the requested information.

- For the reporting year 01/04/2025 to 31/03/2026
- 1. Total Number of CSOD (Sarah's law applications for the reporting year
- **Disclosed, 209 applications.**
- 2. The number of staff that are engaged in the processing and management of the CSOD process
- **No information held. There is no definitive number for the amount of staff that will work on a CSODS application as this changes depending on the route the request takes.**
- 3. The level of Rank that makes case determination for:
 - a) the letters of representation process and
 - b) the decision to disclose- **Disclosed, any decision making made by SP is in line with Home Office national guidance The Child Sex Offender Disclosure Scheme (CSODS). Please see advice and assistance below.**
- 4. If there is a support staff member that makes case determinations for either 3a or 3b and what Clerical Grade are they assigned to.
- **Disclosed, any decision making made by SP is in line with Home Office national guidance The Child Sex Offender Disclosure Scheme (CSODS). Please see advice and assistance below.**

This data has been provided to the best of the ability of SP, subject to the limitation of current recording protocols and systems and software. The figure provided for question 1 is for all recorded applications in the time frame requested.

Every effort is made to ensure that the figures presented are accurate and complete. However, it is important to note that data is extracted from multiple sources, developed for specific policing purposes, for which data extraction methods have not been specifically designed to directly correlate with the terminology of this request. Therefore, the data presented is subject to the inaccuracies and idiosyncrasies inherent in any large-scale recording system. Consequently, care should be taken in the interpretation and presentation of this data, to not misrepresent the whole or any part of the data disclosed.

All Freedom of Information request responses are published on the SP website although personal details are not included.

Advice and assistance

In order to comply with our obligations under Section 16 of the Act, the obligation to provide advice and assistance, please find the below link to the information requested.

- [The Child Sex Offender Disclosure Scheme \(CSODS\)](#)

Freedom of Information Request Appeals Procedure

1. Who Can Ask for a Review

Any person who has requested information from SP, which has been dealt with under the Freedom of Information Act, is entitled to complain and request an internal review, if they are dissatisfied with the response they received.

2. How to Request a Review

Requests for review of a Freedom of Information request must be made in writing within two months of the date of receipt of this email, and should be addressed to:

IAT@staffordshire.police.uk

Or by Post to:

Information Access Team
Staffordshire Police HQ
PO Box 3167
Stafford
ST16 9JZ

The reference number, date of the request and details of why the review is being requested must be included. Requests for review should be brought to the attention of the Information Access Team within two months of the SP response to the original FOI request.



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3. Review Procedure

Receipt of a request for review will be acknowledged in writing. The review will be conducted by a supervisor who is independent from the original Decision Maker. The Information Access Team will set a target date for a response. The response will be made as soon as is practicable with the intention to complete the review within twenty working days. In more complex cases the review may take up to forty working days.

The independent supervisor will conduct a review of the handling of the request for information and of decisions taken, including decisions taken about where the public interest lies in respect of exempt information where applicable. The review enables a re-evaluation of the case, considering the matters raised by the complaint.

4. Conclusion of the Appeal

On completion of the review the independent supervisor will reply to the appellant with the result of the review. If the appellant is still dissatisfied following the review they should contact the Information Commissioner to make an appeal. The Information Commissioner can be contacted via the following link: <https://ico.org.uk/make-a-complaint/foi-and-eir-complaints/foi-and-eir-complaints/>

Freedom of Information
Information Access Team