

**Duty of Candour Report**

All Health and Social Care services in Scotland have a duty of candour. This is a legal requirement which means that when things go wrong and mistakes happen, the people affected understand what has happened, receive an apology, and that organisations learn how to improve for the future.

An important part of this duty is that we provide an annual report about the Duty of Candour in our services. This short report describes how Fernielea School Nursery has operated the Duty of Candour during the time between 1<sup>st</sup> of April 2023 and 31<sup>st</sup> of March 2024. We hope you find this report useful.

**About Fernielea Nursery;**

Fernielea School Nursery offers two different models: a term time model and 46 week model. The term time session runs from 9-3pm and the 46 week session is either long mornings or long afternoons, fulfilling the 1140 entitlement to ELC children. We provide a range of activities to support children’s development in their early years.

**How many incidents occurred where Duty of Candour applies;**

In the year 2023/24 there have been no incidents within Fernielea School Nursery where Duty of Candour applied. See details below.

<b>Type of unexpected or unintended Incident</b>	<b>Number of times this happened</b>
<b>Someone has died</b>	<b>0</b>
<b>Someone has permanently less bodily, sensory, motor, physiologic or intellectual functions</b>	<b>0</b>
<b>Someone’s treatment has increased because of harm</b>	<b>0</b>
<b>The structure of someones body changes because of harm</b>	<b>0</b>
<b>Someone’s life expectancy becomes shorter because of harm</b>	<b>0</b>
<b>Someone’s sensory, motor or intellectual functions is impaired for 28 days or more</b>	<b>0</b>

<b>Type of unexpected or unintended incident</b>	<b>Number of times this happened</b>
<b>Someone experienced pain or psychological harm for 28 days or more</b>	<b>0</b>
<b>A person needed health treatment in order to prevent them dying</b>	<b>0</b>

<b>A person needed health treatment in order to prevent other injury</b>	<b>0</b>
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**1. To what extent did you follow the Duty of Candour procedure?**

No action was required.

**2. Information on policies and procedures**

Where something happens that triggers the Duty of Candour, our staff would report this to the Senior Leadership Team (SLT)/Manager who have responsibility for ensuring that the Duty of Candour procedure is followed. SLT/Manager records the incident and reports as necessary to Care Inspectorate. When an incident has happened SLT/Manager and staff set up a learning review. This allows everyone involved to review what happened and identify changes for the future.

All new staff learn about Duty of Candour at their induction. We know that serious mistakes can be distressing for staff as well as people who use care and their families. We have occupational welfare support in place for our staff if they have been affected by Duty of Candour.

Where parents/carers or children are affected by a Duty of Candour, we have arrangements in place to provide welfare support as necessary.

**3. What has changed as a result?**

No changes were required during this period.

**4. Other Information**

As required, we have submitted this report to the Care Inspectorate, as well as published a copy for parents/carers to view.

If you would like more information, please contact the setting's Registered Manager on:

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