

This report is being shared as part of our Duty of Candour process for your information.



**Calside Nursery**

## DUTY OF CANDOUR ANNUAL REPORT

The social service workers within our setting must be open and honest with our stakeholders when something goes wrong within the setting that has caused harm or could cause potential harm or distress. Our practice is to apologise immediately for any occurrences/incidents, remedy the situation through discussion and put a plan in place to avoid such occurrences/incidents happening again. We are aware that we should be fully open and honest in our disclosures.

As part of our responsibilities, we produce an annual report to provide a summary of the number of times we have triggered Duty of Candour within our service.

<b>Name and Address</b>	Calside Nursery Calside Road, Dumfries DG1 4HB
<b>Date of Report</b>	15 <sup>th</sup> May 2024
<b>Responsibilities relating to Duty of Candour</b>	All practitioners have undertaken the mandatory Duty of Candour training  The team are aware of the practice in relation to the Duty of Candour policy and procedures.  The team are aware of the support process in place to guide them through the Duty of Candour process.
<b>Do you have a Duty of Candour Policy or Procedure in place?</b>	Yes

**How many times have your / your service implemented the Duty of Candour procedure during April 2023 - August 2024.**

We have had no incidents or issues that have required us to implement the Duty of candour procedures within our setting.

Fiona T. Douglas (Manager)  
Calside Nursery  
May 2024