

## Maidenhill Nursery Class

### Duty of Candour Report April 2022– March 2023



#### **About Us**

Maidenhill Nursey Class opened in August 2019 as part of Maidenhill Primary School. Our nursery class has capacity for 120 children. The Head Teacher has overall responsibility for the management of the nursery class and school. He is responsible for the Duty of Candour. A Principal Teacher and Senior Child Development Officer have day-to-day line management responsibilities within the nursery class.

#### **About the Duty of Candour**

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 our care service has operated the duty of candour during the time between April 2022 and March 2023. We hope you find this report useful.

#### **How many incidents happened to which the duty of candour applies?**

From April 2022–March 2023, there have been no incidents to which the duty of candour applied.

#### **Information about our policies and procedures**

Where something has happened that triggers the duty of candour, our staff report this to the nursery class manager who has responsibility for ensuring that the duty of candour procedure is followed (the Head Teacher or, in his absence, the Principal Teacher. The manager records the incident and reports as necessary to the Care Inspectorate. When an incident has happened, the 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 the 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 can provide support for our staff if they have been affected by a duty of candour incident.

Where parents or children are affected by the duty of candour, we have arrangements in place to provide welfare support as necessary.

If you would like more information about our nursery, please contact us using these details:

[schoolmail@maidenhill.e-renfrew.sch.uk](mailto:schoolmail@maidenhill.e-renfrew.sch.uk)