



## St Bartholomew's Nursery Class

### Duty of Candour Report

#### March 2023

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 St Bartholomew's Nursery has operated the duty of candour since the beginning of session 2021-2022. We hope you find this report useful.

#### **About St Bartholomew's Nursery**

St Bartholomew's Nursery is a children's Early Years' service in Coatbridge for 32 children aged 3-5 and 10 children aged 2-3. We provide 1140 hours to all of our children, 9-3pm each day during term time. We aim to ensure that we care for children in a way which supports them to grow and develop.

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

In the last 8 months there have been no incidents to which the duty of candour applied. These are where types of incident have happened which are unintended or unexpected, and do not relate directly to the natural course of someone's illness or underlying condition.

Type of unexpected or unintended incident	Number of times this happened
Someone has died	0
Someone has permanently less bodily, sensory, motor, physiologic or intellectual functions	0
Someone's treatment has increased because of harm	0
The structure of someone's body changes because of harm	0
Someone's life expectancy becomes shorter because of harm	0
Someone's sensory, motor or intellectual functions is impaired for 28 days or more	0
Someone experienced pain or psychological harm for 28 days or more	0
A person needed health treatment in order to prevent them dying	0
A person needing health treatment in order to prevent other injuries	0

### **To what extent does St Bartholomew's Nursery follow the duty of candour procedure?**

If we realise the events listed above have happened, we follow the correct procedure. This means we inform the parents affected, apologise to them, and offer to meet with them. We would review what happened and what went wrong to try and learn for the future.

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

Where something has happened that triggers the duty of candour, our staff report this to the head teacher who has responsibility for ensuring that the duty of candour procedure is followed. The head teacher records the incident and reports as necessary to the Care Inspectorate. When an incident has happened, the head teacher 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 offer occupational welfare 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 will arrange welfare support as necessary.

### **What has changed as a result?**

All staff are aware of the Duty of Candour and are able to identify the procedures they have to undertake should an incident occur.

### **Other information**

This is the first year of the duty of candour being in operation and it is a learning experience for our nursery. It is helping us to remember that people who use care have the right to know when things go badly, as well as when they go well. As required, we have submitted this report to the Care Inspectorate but in the spirit of openness we have placed it on our website and displayed it in the nursery.

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

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Signed: *Martina Macintyre*

Date: March 2023

