



Calderbank Primary and Nursery Class

Duty of Candour Report December 2023-December 24

Type of Care Service: Day Care of Children

Service Manager: Karen Murray, Acting Head Teacher

Report Written by: Karen Murray (Acting HT) and Carolyn O'Hare (EY Lead Practitioner)

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About Calderbank Nursery Class

Calderbank Nursery Class is a children's day-care service in Airdrie, North Lanarkshire. It is situated within the main school building. It is registered for no more than 16 children aged 3-5 years old at any one time and operates from 8:45am until 2:45pm Monday to Friday. The setting comprises of 2 play rooms and an outdoor space for use by children in the nursery.

Introduction

Openness and honesty should be central to the actions of those providing care to others. It should be at the heart of every relationship between those providing, receiving and/or experiencing treatment and care.

The candour of duty affects all health, social work and care services. It means that services must take specific steps to carry out their duty of candour when a serious adverse event happens. When things go wrong and mistakes happen the people affected must understand what happened and receive an apology. Organisations should also learn how to improve for the future.

Care and social work services, must by law, produce a short annual report showing the learning from their duty of candour incidents that year. This short report shows how Calderbank Nursery Class has operated their duty of candour during the time between 31st December 2023 and 31st December 2024.

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

In the last year there are no incidents to which the duty of candour applied. These are types of incident which are unintended or unexpected, and do not relate directly to the natural cause of someone's illness or underlying condition.

Type of unintended or unexpected incident	Number
Someone has died	0
Someone has permanently less bodily, sensory, motor, physiological 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 are 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 needed health treatment in order to prevent other injuries.	0

To What Extent Do Calderbank Nursery Class Follow Duty of Candour Procedures?

Where something happens to trigger the duty of candour, the following procedures have been developed within Calderbank Nursery Class, to ensure the duty of candour legal requirements are met:

- Staff immediately report the incident to the nursery manager (Karen Murray, Acting HT) who has overall responsibility for ensuring the duty of candour procedures are followed.
- The incident is recorded and reported to the Care Inspectorate as necessary.
- Following an incident that triggers duty of candour the manager will meet with the staff team to complete a learning review. Everybody should reflect on what happened and identify changes for the future.
- Where parents or children are affected by duty of candour, we will provide welfare support as necessary.
- We acknowledge that serious mistakes can be distressing for staff as well as the children and families that use our service. Debriefing sessions and welfare support will be available as necessary.

Systems and Procedures in Place to support the Above Procedures

A clear complaints and concerns procedure is in place.

Detailed risk assessments are in place to ensure everyone's safety is a priority within our setting.

Next Steps:

Nursery Manager and EY Lead Practitioner to undertake Duty of Candour training. All relevant information to be shared with relevant staff team and staff to be given time to access training.

Review incident, accident and first aid logs to include the question does this trigger a duty of candour which will help to keep the staff requirement fresh in staff's minds.

With these systems in place we feel confident that the correct procedures would be followed should an adverse event trigger our duty of candour.

Review Jan 26