



Our Lady and St. Francis Nursery
Duty of Candour Report
August 2024



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 Lady and St Francis Nursery has operated the Duty of Candour during the time between August 2020 and August 2021. We hope you find this report useful.

About Our Lady and St Francis Nursery

Our Lady and St Francis Nursery is a local authority children's day-care service in North Lanarkshire catering for up to 54 children aged 3-5 years and up to 10 2 year olds. Currently we operate a term time model. Our children attend between 9:00 and 3:00. We work in partnership with our families and community to create a learning environment that provides children with opportunities to become secure in their learning and develop skills for life.

How many incidents happened to which the duty of candour applies?	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 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
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Information about 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 accident 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 have occupational welfare support in place for our staff if they have been affected by a Duty of Candour incident. Where the Duty of Candour affects parents or children, we have arrangements in place to provide welfare support as necessary.

Other Information

In the event of an incident, we will report it to the Care Inspectorate and in the spirit of openness, will place the report on our website and share with our parents and families.