**Urafirth Early Years – Duty of Candour Report 2018 - 19**

**1. About Urafirth Early Years**

Urafirth Early Years is a children’s early learning and childcare service for up to 22 children between 3 and 5 years. We are open from 8am to 4pm. We are fully funded and provide 1140 hours provision per year for each child.

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

In the last year, there has been no incident 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**

|  |  |
| --- | --- |
| **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** |

**4. Information about our policies and procedures**

Where something has happened that triggers the duty of candour, our staff report this to the nursery manager who has responsibility for ensuring that the duty of candour procedure is followed. 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 have occupational welfare support in place for our staff if they have been affected by a duty of candour incident.

**5. What has changed as a result?**

There have been no incidents.

**6. Other information**

Please contact Urafirth Primary School for more information.