

Meadowburn Early Years Centre



Duty of Candour Annual Report

The Duty of Candour underpins the Scottish Government's commitment to openness and learning which is vital to the provision of the safe, effective and person-centred health and social care.

A Duty of Candour procedure should be followed when an unexpected or unintended accident/incident has occurred, which results in;

- Severe harm to a person
- Emergency treatment from a health professional
- The death of a person

About Meadowburn Early Years Centre

- We are a local authority centre with the registered capacity for 64 children at any one time.
- We are linked to Meadowburn Primary School, Meadowburn Gaelic Primary & Early Years Centre
- We provide care and learning for children between the hours of 8am and 6pm.
- There are 20 Early Years Centre staff

Procedures to follow in the case of an Incident where duty of candour would be actioned

- All incidents are promptly reported to DHoC/HT
- All necessary accidents/incidents are reported to Care Inspectorate and EDC Health & Safety Team
- A review of incident will be carried out with involved staff/ all staff
- A risk assessment will be carried out
- Any adaptations will be actioned where necessary
- Wellbeing Support is available and will be offered to staff affected by accident/incident
- Supports will be offered to children and families affected by accident/incident

1. How many incidents have occurred to which the Duty of Candour applies?

There have been 0 incidents between January 2025 and January 2026 to which Duty of Candour has applied.

2. If so, have the correct persons been notified?

N/A

This information will be displayed on Nursery Website

Duty of Candour produced on: January 2026

Created by: Louise Martin - Depute Head of Centre

To be reviewed on: January 2027