

## 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