



**Holy Corner Community Playgroup**  
6A Christ Church, Morningside Road, Eh10 4DD. Tel: 07519 123 815

## **DUTY OF CANDOUR REPORT: 1 Apr 2024 – 31 Mar 2025**

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 care service has operated the duty of candour during the time between 1 April 2024 and 31 March 2025. We hope you find this report useful.

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

In the last year, there have been no incidents to which the duty of candour applied.

### **2. Information about our policies and procedures**

Where something has happened that triggers the duty of candour, our staff report this to the Playgroup Manager / Lead Practitioner / Chair of the Committee who has responsibility for ensuring that the duty of candour procedure is followed. The Manager / Lead Practitioner / Chairperson records the incident and reports as necessary to the Care Inspectorate. When an incident has happened, the Manager / Lead Practitioner / Chairperson 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 will seek support for any of our staff members if they have been affected by a duty of candour incident.

Where parents or children are affected by the duty of candour, we will seek help to provide welfare support as necessary

If you would like more information about our Playgroup, please contact us using these details: [team@holycornerplaygroup.org](mailto:team@holycornerplaygroup.org) / Tel: 07519 123 815