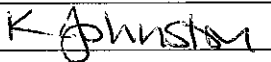


Organisation Duty of Candour Annual Report 2020/21

Name of Service		Hopscotch Nurseries Ltd
Number and Nature of Reportable incidents		None
Information on Policies and Procedures		<ul style="list-style-type: none"> • Policy and Procedures For identifying and reporting Accidents and Incidents • Duty of Candour Policy and incident form • Annual report Form
Training and Support Available to staff		<p>In-house training is provided annually, as part of the induction process for new staff and all staff have been provided with facts sheets about the Duty of Candour, details of certificated on-line training, how to access this and are expected to obtain the online certificate which enables them to:</p> <ol style="list-style-type: none"> a) Explain the Duty of Candour provision within the Act, and how it affects practice. b) Identify incidents of unexpected or unintended harm resulting in death or harm. c) Describe the effective elements of making an apology to and/or meeting with people affected by the incident d) Outline monitoring and reporting requirements e) Identify what lessons could be learned and shared by them and the organisation to support improvements in the quality of care. f) Explain how they can support implementation of the Duty of Candour. g) Identify further sources of support and where to access them.
What support was given to anyone affected by Duty of Candour incident(s)		NOT APPLICABLE
Details of lessons learned and shared as a result of the incident(s)		NOT APPLICABLE
Details of changes made to Policies and Procedures as a result of the incident(s)		NOT APPLICABLE
Issued by	Katie Johnston	
Designation	Manager	
Signature		
Date of Publication	1 May 2021	
e-mailed to Parents/Carers/Staff		