

Group agreement:



Meeting guide



Is your group ready to make a group agreement?

This meeting guide suggests how you can develop a group agreement with your group. **Follow the simple steps below:**

- 1** Before the meeting get together the following:
 - Pens or pencils - one for each person
 - Some slips of paper or sticky notes - around 15 for every person with some spares
 - A way to remember replies to each question - in a notepad or grouped on the floor (take a photo at the end)
- 2** At the meeting, introduce the session. What is a group agreement and why is it important?
Also share how the activity is going to work.
- 3** Hand out the slips of paper and pens to everyone and work through each of the questions or themes below.
Encourage everyone to write down things they want to see in the group to help create a supportive and safe space.
- 4** Encourage and facilitate discussion for everyone's points of view for each of the questions.
Not everyone might agree with everything. Try to find a place that everyone can agree on.
- 5** Once completed, it's your job as group leader to write up a draft group agreement to bring to the next meeting to agree.

Find out more





Questions to discuss:

1. What does the group need to feel safe and comfortable?
2. What does confidential mean and is what we discuss in group confidential?
3. How do we make sure safeguarding is everyone's responsibility?
4. How can we get feedback from group members without them having to speak out in group?
5. Are mobile phones allowed in group, if so, what are the rules?
6. How can everyone feel welcome to share in group?
7. What are our expectations for time management?
8. How can we make people feel comfortable dipping in and out of group?
9. What can we do to make sure we are respectful of each other, including our differences?



Tips for leading this activity:

- Some of the group may **not feel comfortable sharing their thoughts out loud** with the rest of the group. At the beginning of the session, give everyone a few slips of paper and a pen, They can then **write their thoughts** and pass them to you to read out. It's also helpful if someone wants to share while another person is talking.
- Give everyone time to think. **Silences are ok** and don't feel that you have to fill them.
- **Encourage questions and constructive challenge** in discussions. It's a helpful way to make sure everyone fully understands others' perspectives.
- **If your group meets online**, the chat function can be a great way to collect thoughts and responses.