

## Some Group Ground Rules to Consider

- ☺ Confidentiality
- ☺ Honesty
- ☺ Ownership of Ideas
- ☺ Respect for risk-taking
- ☺ Respect for others
- ☺ Constructive feedback
- ☺ Positive attitude
- ☺ Time-keeping
- ☺ No beeping gadgets
- ☺ ?Other

# Ground Rules

Working together in our small group will be successful if everybody contributes and takes part. This is most likely to happen when:

- Everyone understands what the day is about  
*ask questions if you don't understand and avoid use of jargon*
- Everyone has the opportunity to contribute  
*at the same time maintain focus on group needs and stay on topic*
- Everyone feels comfortable  
*special needs will be accommodated and anyone can call a break when and if they need to*
- There is mutual respect  
*individual contributions are valued, good time keeping is important and minimize distractions for each other e.g. mobile phones and side conversations*
- Contributions will reflect personal ideas  
*be confident in using 'I' statements*
- Contributions are positive in intention  
*seek to understand rather than judge; exercise tolerance and patience*
- There is appropriate confidentiality  
*"what is said in group stays in group", but ok to take away generic learning points*
- The day is productive in content and process  
*establish shared group agenda, and share responsibility for outcome*
- Everyone knows they have permission to be creative and to have fun  
*working together should be enjoyable; experiment with new ideas and skills*

With these principles in mind set your own prioritised small group rules.