

Restorative Circle Preparing the Parties

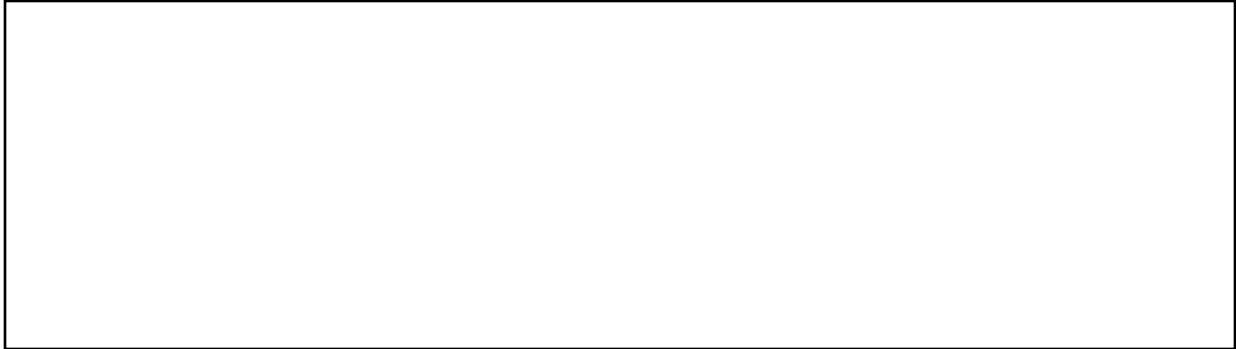
Practice Sheet

- A. Thank the party for meeting with you. Let the party know you are there to prepare them for the Circle meeting by hearing to their story, sharing the Circle process, answering their questions, listening to their concerns and talking about support.

- B. Use the restorative discipline questions to prompt the person's view of what happened.

1. What happened?
2. Has this happened before? If so, when?
3. What do you think caused the conflict/incident?
4. What were you thinking at the time it happened? How about now?
5. How were you feeling about it when it happened? How about now?
6. What are the impacts from this conflict/incident?
7. What could be done to resolve this?
8. What support do you need at this time?

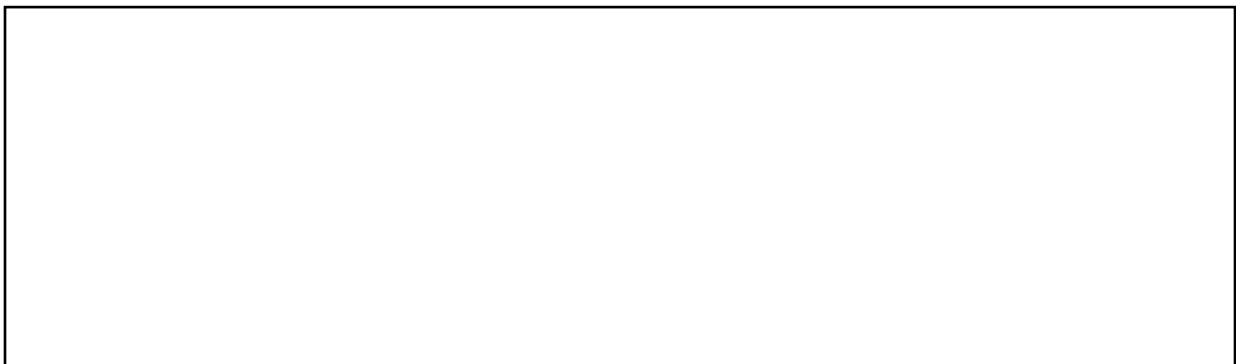
- C. Explain the Circle Process. Begin with the Welcome and Opening - quote, poem - set positive intention.



Explain the purpose of the circle: address harms, resolve issues, prevent more harm, make agreements/follow up and move forward in good way. Share the time allocated for the meeting and the purpose of the talking piece and centerpiece - Whoever holds the talking piece speaks; others listen. The facilitator may address something said to refocus the group, clarify intentions.



Introductions/Check-ins - Share their name, role in the incident and a hope for outcome.



Values and guidelines - State one value will bring to the group. Ask for guidelines that will support safety, respect and trust in the group. Get group buy-in for guidelines.
Confidentiality (mandated reporting)

Rounds. Then talk about rounds and related questions.

Round One - participants talk about what happened

Round Two - the impacts are shared

Round Three - the causes for the misbehavior

Round Four - the resolutions

Round Five - finalizing resolutions

Round Six - closing

Agreements/Follow Up

Related to misbehavior

Reasonable outcomes

Respectful

Responsible

Assigned person to monitor agreement

Closing

D. Discuss concerns party may have about participating in the Circle.

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E. Discuss support. (Peers, parents, teacher, mentor)

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F. Discuss date, time and possible location.

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Restorative Discipline Conflict/Issue Form

Name: _____ Date of Issue; _____ Time: _____

What happened?	
What were you thinking/feeling at the time?	
Has this happened before? If so, when?	
What do you think caused the conflict/issue?	
How are you feeling about it now?	
What are the impacts from this conflict/issue?	
What could be done to resolve this?	
What support do you need at this time?	
Other thoughts?	

Restorative Circle Criteria Checklist

The following checklist can help a facilitator(s) to decide -- during and after the preparation of the participants -- whether a circle should move forward.

- ☐ It is safe to bring everyone together.
- ☐ A trained facilitator will facilitate the process.
- ☐ The circle will be held in a private setting.

Person Responsible:

- ☐ Admits his/her behavior and accepts responsibility for the harm caused.
- ☐ Is willing and able to participate.
- ☐ Will not do further harm or be harmed.

Person Harmed:

- ☐ Is willing and able to participate.
- ☐ Will not be further harmed or do any harm.

Support and Resources:

- ☐ Witnesses and support people are able to participate and will not be harmed or do harm.
- ☐ Support people and resources to resolve the issue will be participating.