

INCLUSIVE MEETINGS

TIP SHEET 1

Rights & Responsibilities

in meetings



To get along & have good meetings, we all should respect each other's **RIGHTS**



To be involved & participate



To have our abilities valued



To be listened to



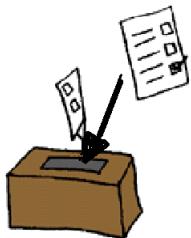
To be spoken to respectfully



To have a say



To vote



To feel safe



To be treated like an adult



To have your views respected



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Rights & Responsibilities in meetings



To get along
& have good meetings,
we all have

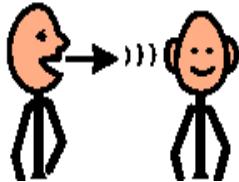
RESPONSIBILITIES



To use Manners



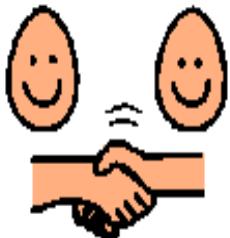
To listen to other
people



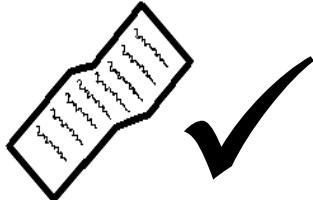
To not gossip or
break privacy



To work as a team



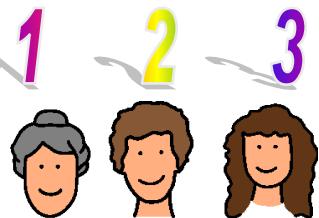
To do your job
well



To not think only
about yourself



To take turns at
talking



To turn up for
meetings



To speak on
behalf of clients

