

TOOL n°10 – The Restorative Dialogue and Restorative Circle

FACILITATOR SCRIPT FOR A RESTORATIVE DIALOGUE/CIRCLE

1. Introduction

- Welcome to everyone and thank them for being here
- Recognize the fact that this is not always easy
- Introduce yourself and all participants
- Describe the focus of the meeting: a short and formal description of the facts
- Mention that everyone here is willing to take responsibility
- Make agreements: everyone will get an opportunity to speak, do not interrupt each other
- Goal is to come up with a plan that will help to repair the harm

2. Discussion about the incident and how it was experienced

- Start with the person responsible for the incident. If several parties have an equal responsibility, start with the person who seems most prepared to express their responsibility.
- Ask those who are responsible the following questions:
 - What happened? What were you thinking of at the time?
 - What was your part in the situation?
 - Who was affected and how were they affected?
 - How do you look back on the incident
- Ask those who were affected the following questions:
 - How were you affected by what happened?
 - What have been the consequences of the incident for you and others?
 - What has been the hardest thing for you?

3. Making a plan for restoration

- Ask the ones responsible: what can you do to repair the harm?
- Ask the ones being harmed: what do you need to see the harm repaired?
- Ask all if they can think of anything else that needs to happen?
- Write down in a plan what the parties agree upon. Make the plan as specific as possible. Summarize the plan. Ask if you haven't forgotten anything.
- Ask the question who else needs to be aware of this plan.

- Give everyone a final opportunity to speak (e.g. “Before we close the meeting, is there anyone who would to say something?)
 - Thank everyone for their contribution
4. **Type up the plan, have everyone sign it and make sure everyone gets a copy. For** some meetings this step may be too formal. Making a formal plan is not always needed.