

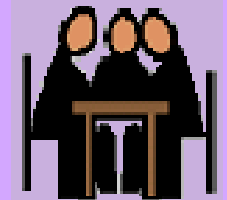
# INCLUSIVE MEETINGS TIP SHEET 1

# 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



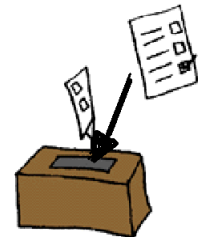
To be spoken to respectfully



To have a say



To vote



To feel safe



To be treated like an adult



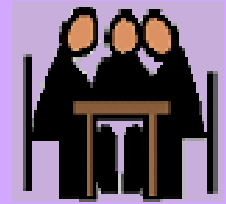
To have your views respected





To get along  
& have good meetings,  
we all have

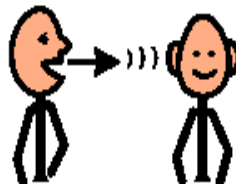
## **RESPONSIBILITIES**



To use Manners



To listen to other  
people



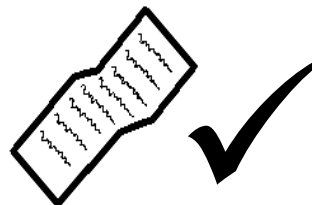
To not gossip or  
break privacy



To work as a team



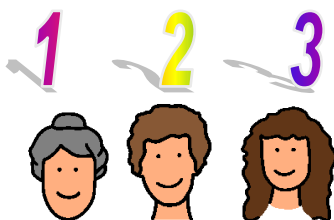
To do your job  
well



To not think only  
about yourself



To take turns at  
talking



To turn up for  
meetings



To speak on  
behalf of clients

