 Swindon Seniors Forum (SSF)

 A Voice for Swindon Seniors Citizens

 Patron: TBC

 **SSF Ground Rules**

* Keep an open mind that there probably is an acceptable decision that everyone can support, even if some degree of compromise is required.
* **Listen actively to others**. Listen to understand what is being said. Do not “pretend” to listen while you are thinking of how to respond to statements others have made.
* **Manage your own input – no long speeches**. Be clear in thought when you have opportunity to give your opinion.
* **Do not interrupt other participants**. If you don’t understand what someone is saying, please ask them to repeat it or explain it. You are probably not the only person who doesn’t understand.
* Be respectful to and about others, as you would expect the same for yourself.
* Everyone is entitled to their views so please be respectful if someone else is speaking.
* **Discussions will be treated as confidential as appropriate**. Do be mindful and sensitive of information discussed.
* **Once consensus has been reached, support group decisions and actions**. Do not leave the meeting after decisions have been made and talk about how your idea was the better.
* Use words in full, like South West Seniors Network instead of SWSN.
* Be polite, do not be rude to, or about, each other. If you disagree about something concentrate on the thing you are talking about not the person involved.
* If you disagree with something someone says, say so either during that meeting or during the next meeting. Do not argue about it outside of the meeting.

Last Amended: 15th November 2022