

Staff Circle: Quick Guide (for strengthening staff communication)

Agreements

- Share only what you feel comfortable sharing. Passing or asking us to come back to you is fine.
- What's shared here stays here (unless it's a safety concern).
- Listen when someone else has the talking piece.
- Speak only when you have the talking piece.
- Use "I" statements—speak for yourself.
- Share just enough: take your time but leave space for others.
- Trust yourself—you'll know what to say.
- Ask for any changes or additions if needed before starting.

Circle Questions

Opening Round: Name, role, and something you're grateful for right now.

Round 2: What currently happens at school that helps you feel connected and on the same page with colleagues?

Round 3: What can sometimes make it hard to feel connected and on the same page with colleagues?

Round 4: What might we try as a school to improve understanding and communication?

Closing Round (if time allows): In a few words, what was this circle like for you?

Facilitator Reminders

- ★ Begin by reviewing agreements.
- ★ Use a talking piece.
- ★ Keep an eye on time so all can share.
- ★ Passing is always okay.