



Group Norms Agreement

Group norms are ideals or standards of behavior shared by a group. Setting norms is a way to support the development of a safe, positive environment in which learning can occur. It's recommended that group norms be developed at the beginning of each program year. Revisit them periodically with students, especially after long vacation breaks and after a series of norm violations. This provides an opportunity to revise the norms as needed and to recommit to following them. Here are some best practices for developing norms, examples of norms and an example of a norms agreement.

Best Practices for Developing Norms for Your Program

- Involve students in creating norms for your program. This encourages buy-in and ownership. Use the following questions to guide students through the process of developing, and agreeing, to group norms.
 - *What's the difference between a rule and a norm?*
 - *What's the purpose of a norm? What's the purpose of a rule?*
 - *Why do we need norms?*
 - *Why does everyone in the group need to agree on which norms to use?*
 - *What's something you like about the afterschool program? What norms can help us make sure we don't lose what you like most?*
 - *What language or behaviors show that someone is being kind?*
 - *How do you know someone respects you?*
 - *How do you know you're safe to share, discuss or disagree?*
- Agree on norms for your program. Limit the list to three to five norms. This will ensure everyone can keep track of the norms as well as hold themselves, and others, accountable. Hint: See Y4Y's **Nominal Group Process** tool for a technique you can use to identify and prioritize program norms.
- Keep norms consistent across the program space. If necessary, you can create one or two additional norms that are unique to an activity or event.

Examples of Norms

- *We will all listen to each other without judgement or interruption.*
- *We will use respectful language and a respectful tone with one another.*
- *We will take responsibility for our actions.*
- *We will always try our best and ask for help when we need it.*





Group Norms Agreement

Example of a Group Norms Agreement

[DATE]

ABC 21st CCLC Program Norms Agreement

We here at the ABC 21st CCLC program are committed to creating a positive learning environment where we can all safely learn and grow. To create that environment, we commit to following these norms:

- *We will all listen to each other without judgement or interruption.*
- *We will use respectful language and a respectful tone with one another.*
- *We will take responsibility for our actions.*
- *We will always try our best and ask for help when we need it.*

Signatures of Students

[Have all students sign and date here.]

Signatures of Program Staff

[Have all staff sign and date here.]