**Our Meeting Norms… expected behaviours for all meetings**

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| **Redcliffe SHS Meeting Norms**The following are the staff generated behavioural expectations for all meetings:Be positive and constructive, focused and on stay on task/agenda Be on time, organized and ready to startBe respectful, pay attention and be a good listenerMobile phones on silent and not used during meetingEvery member of the group actively participates and contributesShare responsibilities and speaking opportunities |