



Checklist

Restorative Conversations

This checklist is taken from the RPI Quality Framework, the complete version of which is available at <https://www.restorativepracticesireland.ie/wp-content/uploads/2021/11/CDI-RPI-QA-Framework-web-2-1.pdf>. The checklist is one of a series of RPI checklists.

- Did I prepare adequately what I wanted to say?
 - Did I reflect in advance on the restorative questions – what happened, what my thoughts were at the time and now, who was affected and how, what could have been done differently and what needs to happen next?
 - Was I clear in my intention to repair or maintain my relationship with the other person while addressing what occurred?
 - Was I clear in what I wanted to communicate?
- Did I wait until the other person and I were calm?
- Was I open to hearing and respecting the other person's views?
- Did I begin the conversation by describing what happened, my thoughts then and now, who was affected and how and what could have been done differently?
- Did I use restorative language as regards observing without evaluation, expressing feelings and needs, and using 'I' statements?
- Was I succinct in giving my views?
- Did I take responsibility for my part in what happened?
- Did I invite the other person to answer the same questions? Did I prompt as necessary and explore unexpressed feelings? Did I refrain from interrupting their answers?
- Did I listen actively? Did I avoid asking questions they may have answered before they were asked?
- Did I invite the other person to say what they thought needed to happen next before offering my own suggestions?
- Did I seek a clear, concrete, positive, actionable agreement on a way forward?
- Was I comfortable and natural in using the restorative questions? Did I know them off by heart?