

## Communication



At times, communicating effectively can be a challenge for all of us. It is a skill that can serve us well in all aspects of our lives. I find it necessary to remind myself, to reflect on not only what I say but how I say it and how my message is being received. The times we need to be most effective with our communication is during times of heightened emotions which complicates everything further.

The following are guidelines/suggestion to consider to support effective communication between adults (parent/teachers/administration) and in role modelling effective communication to children:

1. Silence our own thoughts and be a good listener
2. Wait time – refrain from speaking when angry or upset
3. Come from a place of inquiry rather than judgement (seek to understand)
4. Speak only to the person that the topic involves
5. Be aware of tone, facial expression and body language
6. Focus on what is in the best interest of the students – solution based approach
7. Being adversarial, disrespectful or confrontational does not teach our children the important skills of effective communication/conflict resolution
8. Remind ourselves that mistakes are human and seek to improve, apologize or forgive and move forward