

Facilitator Guidance: Restorative Justice Full Script

- **Introduction**

“Welcome. As you know my name is Before the meeting begins, I would like to work my way around the group, introduce everyone and indicate their reason for being here.

(Introduce everyone)

At this stage, I would like to thank you all for making the effort to come here today. This is difficult for all of you. Your presence here will help us to deal with the matter that has brought us together.

This meeting will focus on an incident which happened (*date, place and nature of offence – provide a brief description only*)

(*Name of offender/s*) has/have admitted their part in the incident. It is important to understand that we will focus on what they did and how their unacceptable behaviour has affected others.

We’re not here to decide if he/she/they is/are good or bad person/people. We want to explore in what way people have been affected and hopefully work towards repairing the harm that has resulted.

You are all here because you have chosen to be here. This is an opportunity for all of you here to be involved in repairing the harm that has been done.”

- **What Happened?**

To the offender/s

“To help us understand who has been affected by this incident, we’ll start by asking (*name of offender/s*) to tell us **what happened**.

If there is more than one offender, ask them to speak in turn and share in relating stages of the incident.

Change the first person to answer a new question. This avoids one person seeming to take all the blame or appearing to be the ringleader.

It may be necessary to assist the offender(s) by directing further questions:

What did you do?
What **happened** then?
Whose idea was it?

} *Alternative “DO” questions*

What were you **thinking at the time**?

How did you **feel**?

What have your **thoughts been since** that time?

How do you **feel now**?

Who do you think has been **affected** by your actions?

Thank you for what you’ve told us, I will come back to you again. Now we will find out how your actions have affected others.

To the victim

How did you find out / become aware of what had **happened**?

What were you **thinking** at the time?

How did you **feel**?

What have your **thoughts been since** that time?

How do you **feel now**?

What has been the **hardest thing** for you?

Who else has been **affected**?

To the victim’s supporter (s)

How did you find out / become aware of what had **happened**?

What were you **thinking** at the time?

How did you **feel**?

What have your **thoughts been since** that time?

How do you **feel now**?

What has been the **hardest thing** for you?

Who else has been **affected**?

To the offender's supporter(s)

How did you find out/ become aware of what had **happened**?

What were you **thinking** at the time?

How did you **feel**?

What have your **thoughts been since** that time?

How do you **feel now**?

What has been the **hardest thing** for you?

Who else has been **affected**?

• **Offenders' Response, Reparation and Restoration**

Back to the Offender

You have listened to everybody and heard how they have been affected by what you did and the harm that has been caused. Is there anything you wish to say?

Do you think that what you did has caused harm?

If you can, do you think you should do something to repair that harm?

To the victim, their supporters & Offenders' supporters in turn:

What do you want to see come out of this meeting?

To the offender:

You have heard what everyone has said. What do you think is the right and fair thing to do?



Build the agreement slowly. Get agreements about each part, and discuss everyone's suggestions. If there is disagreement encourage discussion, involve everyone. In some cases, a written agreement may not be necessary.

- **Extra Positive Loop for the offender** *(If they are still displaying signs of shame, ask the following questions to help them reach a more positive mind state, and feel reintegrated.)*

When this incident occurred you made certain choices. Do you think you made the right choices at that time?

You have chosen to come here today, you have also chosen to say what you have said, (and to make an agreement to repair the harm caused). Do you think you have made the right choices today? Do you think your choices today have made a difference to other people?

How do you think your mother/father/others will feel when you have completed the agreement?

- **Closing the conference**

To all in turn starting with the victim

How do you all feel about what has been said?

(I'll write out an agreement which covers what (*offender's name/s*) has agreed to do to repair the harm that has been caused. *(Repeat your understanding of what has been agreed, emphasising the apologies offered and other additional reparation that has been agreed)*

Before I close the meeting is there anything else that anyone would like to say?

It has been important to have dealt with the issues and, hopefully, this meeting has helped to bring the matter to a close for all of you. Thank you for showing the strength to attend and for your commitment, participation and contribution.

Please stay for refreshments.