

The Internal Meeting Place

Many times you will need to share information, thoughts and feelings with those inside. Often you may need to meet together in groups, or you may need to meet with the entire system to make important plans or decisions. It is necessary to have a safe, comfortable and non-threatening internal environment where you and those inside can meet.

Ask those inside to help you create such an internal meeting place. What will you and those inside need to have in this meeting place? Work together on a plan for how all will stay safe during the meeting. What will you need to do to make the internal meeting place a comfortable place to meet?

Use the questions below as a guide to creating your internal meeting place :

- Where will the internal meeting place be?
- Will it be an indoor place or an outdoor place?
- How warm or cool will it be?
- What colors will be in this place?
- What kind of lighting will it have?
- What kind of seating arrangements will there be?
- Will there be name tags or name plates at each place?
- Will you have a large table with chairs around it? Cushions on the floor?
- Will there be a rest area where you and those inside can take a break?
- Will there be comfort items and/or a play area for inside children?
- Will it be a large or small place?
- What shape will it be? Square, round, rectangular, oval, irregular?

Describe in detail the safety precautions and special arrangements you will use to make this a safe internal meeting place. Will there be a special area to safely express angry feelings?

How will your meetings be conducted? What rules of order will be needed? In order to be heard you will need to speak one at a time. How will your rules provide for taking turns? How will you decide on the agenda for your meetings? How will you make sure to keep to the agenda?

Think about how you will end the meeting if problems occur. Use these difficulties to adjust your plans for the next meeting. Ask all parts inside what they will do to improve the next meeting.