












# ***Community Champion kindness & respect***

*Healthwatch Sefton Community Champion Network meetings will primarily be held remotely via zoom*

## *What we ask of you...*

-  Everyone is equal at the meeting
-  Raise your questions through the Chair at the end of the presentation(s) – a hand up or use the hand up function to signal you wish to ask a question will be acknowledged by the Chair
-  If the meeting is online please switch your microphone off when not speaking. Turn both your microphone and camera off if you need to take a call.
-  Please try to keep to one question at a time to give other members an opportunity to ask their questions
-  We are here to represent our communities. Ensure your questions or comments relate to the community /members you are representing and NOT about yourself.
-  If you have a personal question / experience to share please speak to or email a Healthwatch Sefton member of staff following the meeting.
-  If you haven't had all of your questions answered during the meeting, please speak to or email Healthwatch Sefton member of staff following the meeting.

-  LISTEN to and respect the views of others
-  DON'T use jargon or big words, speak clearly and use easy to understand language
-  If you don't understand something during the meeting – please TELL US
-  You may be asked to leave the meeting if you do not follow the guidance

***Thank you for agreeing to the Community Champion kindness & respect guidelines***

**Approved:** December 2023

**Review date:** December 2024