

# Bill of Rights and Responsibilities<sup>1</sup>

1. You have the right to be treated with respect. You have the responsibility to ask for respect, to respect others in return, and to respect yourself.
2. You have the right to have and express your own opinions and feelings. You have the responsibility to do that respectfully and to take responsibility for owning your feelings and opinions.
3. You have the right to be listened to and taken seriously. You have the responsibility to express yourself clearly, simply and calmly and to take yourself seriously on serious matters.
4. You have the right to set your own priorities. You have the responsibility to take the time and effort to follow through.
5. You have the right to say “No” without feeling guilty or making excuses. You have the responsibility to say “No” honestly and directly.
6. You have the right to ask for what you want knowing that others have the same right to say “No”.
7. You have the right to ask for information from any source. You have the responsibility to decide if the information is helpful and whether to make use of it.
8. You have the right to make mistakes. You have the responsibility to accept that you don’t have to be perfect and the responsibility to learn from your mistakes.
9. You have the right to change your mind. You have the responsibility to accept the consequence of doing so.
10. You have the right to not know all the answers. You have the responsibility to accept that you don’t have to know everything and can research the answer, if you wish.
11. You have the right to tell someone you want to take time to think things over. You have the responsibility of doing so and getting back to the other party with your clear answer.
12. You have the right to choose not to assert yourself. You have the responsibility to accept the effects of not asserting yourself and feel okay about it.

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<sup>1</sup> Karius, Kelly. *This is Out of Control; A Practical Guide to Managing Life’s Conflicts*. Melville, SK, Karius & Associates, 2004.