

## Considerations for Group Guidelines

Group guidelines are important in creating a cohesive, learning environment. Here are some topics to discuss when creating your guidelines.

- What needs to be done at the beginning of each community kitchen?
- What needs to be done at the end of each community kitchen?
- Handling Finances. Did you want to create a community kitchen fund (or “kitty”)? What will you do if participants come to a session but are unable to pay all or part of the amount?
- What food safe practices will participants follow? (e.g., Wear gloves? Wear hair nets? Tie back hair? What are the personal hygiene expectations? What should participants do when they are sick on the cooking day?)
- Are friends/family or children allowed to participate and/or eat at the community kitchen?
- What needs to be done if there are any accidents or incidents to people?
- What needs to be done if there are any damages or repairs needed to the kitchen or equipment?
- Include statements about confidentiality and respecting each member of the group.
- What should be done about interpersonal conflicts? How will they be resolved? What should be done if people are complaining about a participant’s behavior?
- What should be done if someone is not following the guidelines? Remember if you do not follow up, the purpose and strength of your guidelines will not be understood and there will be a greater chance of additional people not following the guidelines.
- Post your guidelines in the kitchen and give them to each participant, including any new participants who join in.
- Date your guidelines and review them with your participants regularly.

**Notes:**