# The 12 Tools



## **Breathing Tool**

I calm myself and check in.



I remember my quiet/safe place.





#### **Listening Tool**

I listen with my ears, eyes, and heart.

### **Empathy Tool**

I care for myself. I care for others.





### **Personal Space Tool**

I have a right to my space. You have a right to yours.

## **Using Our Words Tool**

I use the "right" words, in the "right" way, at the "right" time, for the "right" reason.





## **Garbage Can Tool**

I let the little things go.



I take time-in and time-away.





#### Please & Thank You Tool

I treat others with kindness and appreciation.

## **Apology & Forgiveness Tool**

I admit my mistakes and work to forgive yours.





#### **Patience Tool**

I am strong enough to wait.

#### **Courage Tool**

I have the courage to do the "right" thing.



