

# Alpine County Choose Civility Campaign

(An initiative of the Child Abuse Prevention Council and County Superintendent of Schools)



July Focus:

## Respect Other People's Time

Time is important. Given enough of it, we can accomplish great things. We often say we need more time to spend with our families, exercise or sleep. Our time is valuable, so it follows that we shouldn't waste this precious time; ours or anyone else's.

We should respect other people's time as being as valuable as our own. When we show up on time, we show others that we value them and their time. At work, we should meet our deadlines so we don't cause someone else to spend their time making up for our tardiness. Here are some simple steps to show other people you respect them and their time:

- ✓ Arrive on time.
- ✓ If you are going to be late, call.
- ✓ When you call someone, ask if it's a good time to talk.
- ✓ Wait your turn in line.
- ✓ Meet your deadlines and follow office procedures so you don't cause someone else extra work.
- ✓ Remember: Children are watching us and will emulate our behaviors.