

# Apology & Repair Guide

Steps to Take Responsibility and Rebuild Trust



## Understanding Repair

Repair is the process of acknowledging harm, taking responsibility, and reconnecting with care. It's not about being perfect—it's about being honest, accountable, and willing to grow.

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### What Happened?

**Briefly describe the situation:**

- What did I say or do:
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### Understanding Impact

**Reflect on the potential impact:**

- How might this have affected the other person?
  
  - What emotions might they have felt?
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### Taking Responsibility

**Consider your role and learn from it:**

- My part in this situation:

- What I wish I had done differently:

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## Apology Practice

**Use this structure to express your apology:**

“I’m sorry for \_\_\_\_\_.

I understand that it may have made you feel \_\_\_\_\_.

I take responsibility for \_\_\_\_\_.

I will try to \_\_\_\_\_ moving forward.”

*(Example for clarity)*

“I’m sorry for interrupting you earlier. I understand it may have felt dismissive. I’ll try to listen more carefully next time.”

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## Boundaries & Repair

**Identify and respect boundaries:**

- Were any boundaries crossed (mine or theirs)?
  
  
  
  
  
  
  
  
  
  
- What boundary needs to be respected moving forward:

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## Attachment Awareness

## Reflect on your patterns during conflict:

- I tend to:
    - Avoid difficult conversations
    - Feel anxious and seek reassurance
    - Become defensive or reactive
    - Stay open and reflective
  
  - What I notice about my pattern:
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## Reconnection & Next Steps

### Plan to rebuild trust:

- How I can rebuild trust:
  
  - One small action I will take:
  
  - How I will stay consistent:
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## Self-Reflection

### Learn and grow from the experience:

- What did I learn from this experience?
  
  - What felt challenging?
  
  - How can I communicate better next time?
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# Notes

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A meaningful apology is not just words—it's understanding, accountability, and changed behavior.

**“Repair builds stronger connections than perfection ever could.”**