

**Recommended Grade Levels:** 2-5**Applicable Character Traits:** Forgiveness**Objective:**

By the end of the lesson, learners will understand that everyone makes mistakes, but those mistakes can do lasting damage if no apology follows them. They will learn and practice the 4 steps to an apology.

**Time Frame:** (Approximately 35 minutes)

Approximately how long the entire lesson should take to complete. It's nice to let the teacher know, so you are both on the same page. Be sure to check with the teacher in advance as to how much time is allotted for the lesson, and keep an eye on the clock.

**Materials/ Preparation:**

- Forgiveness Character Trait Statement
- Print out the four steps to an apology
- Optional – A stuffed penguin\*

**Opening Statements:** (5 minutes)

- Have students sit on the floor.
- Greet students and remind them of your name.
- \*As a fun way of choosing participants, you could toss the stuffed penguin to volunteers and have them toss it back once they've answered. (Go over the right way and wrong way to handle the penguin.)
- **Ask the class** – Does anyone know what the character trait is for the month?
- **Ask the class** - What does it mean to forgive someone?
- **Read** or have a student read the Forgiveness Character Trait Statement.
- **Ask the class** – Has anyone done something and made a mistake they wish they hadn't? (pick on 2 students)
- **Ask those volunteer students** – Did you apologize? Did the person forgive you?

**TITLE: Apologizing For your Mistake****Discussion and Activity:** (15-20 minutes)**Discussion**

**Tell the class** - We all make mistakes –it’s just part of being human, but those mistakes can do lasting damage if no apology follows them. (If possible, share an example of a mistake that you made or someone you know made.)

- **Ask:** Why is it hard to say you’re sorry? (embarrassed, feel bad, you don’t feel you’re wrong, they should say sorry first)
- **Ask:** Why should we say sorry? (to move on, to help the other person feel better, to help us feel better)

If we make a real, sincere apology, it can help fix the mistakes we’ve made.

(Can be written on the board for class to view or print out and use projector.)

**Say:** To make an apology complete, there are 4 steps to follow –

1. **Say “sorry” and acknowledge/ be specific about what you did.**  
(I’m sorry for breaking your toy/tripping you.)
2. **Accept responsibility.**  
(I was being careless/ I didn’t mean to...)
3. **Request a pardon.**  
(Please accept my apology. / Please forgive me.)
4. **Let the person know that it won’t happen again.**  
(I will be more gentle. /I will watch what I am doing...)

*The sooner an apology is made, the more effective it is in helping everyone to move on.*

**Activity**

Have students pair up and take turns role playing an apology for breaking something or tripping the person, or hurting their feelings, etc.

Have students refer to the four steps and follow them.

Ask one pair to come in front of the class and role play in front of the class.

**Ask:** Do you think a complete apology like the ones you just practiced sound sincere and real?  
Do you think they really can help people move on?

**TITLE: Apologizing For your Mistake****Wrap up and Review:** (5 minutes)

Everyone makes mistakes. We are human. Apologizing as soon as possible is the best way to help everyone move on. There are 4 parts to an apology. Call on students – \*You can toss the stuffed penguin to volunteers that you call on.

1. **Can someone give me an example of acknowledging what you did wrong?**  
(I'm sorry for breaking your toy/tripping you.)
2. **Can someone give me an example of accepting responsibility?**  
(I was being careless. / I didn't mean to...)
3. **Can someone give me an example of request a pardon?**  
(Please accept my apology. / Please forgive me.)
4. **Can someone give an example of letting a person know it won't happen again?**  
(I'll be more gentle. /I will watch what I am doing...)

**Character Trait Statements****Forgiveness**

At EBS we practice Forgiveness.

We acknowledge our mistakes, apologize, and try to make things right again.

We understand that everyone makes mistakes and we accept the apologies of others.

We do not bring up past mistakes or gossip about what others did wrong.

We move on and are friends again.