These are the guidelines I use at the initial wrap and review as needed. After talking with my peers here it’s clear we all have our own styles. As least one of use doesn’t even post these or go over them formally, only addresses these as expectations if they arise.

Use strengths to build solutions
Identify needs before services/solutions
Everyone has a voice
No blaming or hurtful language-be respectful
Speak the truth as we know (I acknowledge that two people who experience the same thing can have differing views of the truth and that doesn’t make one person wrong or a liar.)
Be creative
Everyone gets a job/task/takes part