

## Assignment Option #1 – Written Apology Letter:

You are required to write an apology letter (1-2 pages) to the victim in this offence. The purpose of an apology letter is to take full accountability and responsibility for your actions. Writing an apology letter requires you to reflect back on the incident and think about how your actions negatively affected yourself and others.

**\*\*\* Remember: mistakes remain mistakes if we don't learn from them; however, they become valuable learning experiences if we learn from them and avoid repeating them in the future. \*\*\***

It might help to tell it like a story:

- What happened before, during, and after the offence?
- What role did you play in the offence?
- Who else was involved? What did they do?

Investigate the consequences of your actions:

- How have you been affected by this offence?
- How did you feel when you were being arrested by the Police?
- How has this offence affected your family? the community?
- How do others who know about it treat you? (i.e. friends, neighbours, teachers, others?)

How have your actions affected your victim?

- What damage did they suffer physically, emotionally, and mentally?
- How did the offence damage their self-esteem and self-image?
- What are some of the consequences that your victim may have experienced?
- How did the offence affect your victim's family, friends, others?



**You have the option of emailing, mailing or hand delivering your assignment to:**

**Email to:** Melissa James - mjames@essexcountydiversion.com  
**Mail it to:** Attention: Melissa James  
Youth Diversion Program  
1168 Drouillard Road  
Windsor, Ontario, N8Y 2R1

**Deliver to:** Drop it off at the Office - please note if no one is in the office and the door is shut, please slide the assignment under the door. **MAKE SURE THE DATE AND YOUR NAME ARE ON IT.** You also have the option of submitting it to staff at the front desk of the Gino Marcus Centre.

**\*\*\*Please note that failing to submit your assignment by the due date, can result in the closure and unsuccessful completion of the Program, which in turn may result in charges brought against you.\*\*\***

