



SETTING HEALTHY BOUNDARIES

WORKSHEETS

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WORKBOOK



COMMUNICATE BOUNDARIES EFFECTIVELY

WORKSHEETS

INTRODUCTION

This chapter focuses on assertive communication, helping you express your boundaries with clarity, confidence, and respect.



THE FOUNDATION OF ASSERTIVE COMMUNICATION

Setting boundaries starts with how you communicate. Assertive communication helps you express your needs clearly and calmly – without guilt, fear, or aggression.

WHAT ASSERTIVENESS IS:

Assertiveness means using clear, respectful language to express your needs and limits. It's not yelling, avoiding, or people-pleasing.

WHY SPEAKING UP FEELS HARD:

Many people avoid expressing boundaries due to fear of rejection, guilt, or not wanting to hurt others' feelings. These patterns often come from childhood, culture, or past experiences.

SPEAK EARLY, NOT AFTER THE FACT:

Setting boundaries early prevents resentment. Don't wait until you're overwhelmed – clear, kind communication early on is easier and more effectively.

USE "I" STATEMENTS:

Examples:

- "I feel anxious when plans change suddenly. I need notice in advance."
- "I need time to process before discussing this further."

USE RESPECTFUL BODY LANGUAGE:

Maintain calm tone, eye contact, and open posture. Your body should support your words – not contradict them.

SAY IT CLEARLY: BOUNDARY PHRASES THAT WORK

Knowing what to say – and how to say it – makes boundary setting easier and more confident. You don't need long explanations. Clarity is enough.

KEY PHRASES:

Blaming yourself for events beyond your control, like a friend's bad mood.

REAL-LIFE EXAMPLES:

Exaggerating the negative consequences of a mistake.

HELPFUL TIPS:

Using rigid rules ("I should always be perfect") that create impossible standards.

QUICK PHRASE BANK:

Ignoring compliments or successes and focusing only on flaws.



STAYING STRONG WHEN OTHERS REACT

Not everyone will like your boundaries, and that's okay. People may react with guilt-tripping, dismissiveness, or passive-aggression. This doesn't mean your boundary is wrong. When this happens, pause and stay calm. Use clear phrases like "I hear you, and I'm still holding my boundary" or "This is what I need right now." Repeat yourself if needed. If someone keeps crossing your limit, it's okay to say, "If this continues, I'll need to leave this conversation."

Afterward, take care of yourself. Reflect, rest, or journal. Remember – setting boundaries is an act of self-respect. Affirmations:

My needs matter.

I can say no and still be kind.

Each time I speak up, I grow stronger.



PRACTICE SAYING YOUR BOUNDARIES

Instructions: Fill in the blanks with real-life examples based on your experiences.

Think of a recent time when someone crossed a line. What happened?

How did it make you feel?

What would you have liked to say instead?

What are some things you're not available for anymore?

PRACTICE SAYING YOUR BOUNDARIES

What is a healthy alternative you can offer in those situations?

Can you recall a moment when you understood someone's feelings but still needed to hold your limit? What did you want to say?

Write down two boundary phrases you can start using in your everyday life.



WORKSHEET 2: RESPONDING TO PUSHBACK

Instructions: Fill in the blanks with real-life examples based on your experiences.

Describe a time when someone didn't respond well to your boundary.

How did they react?

How did you feel afterward?

What could you say next time to stay calm and confident?

RESPONDING TO PUSHBACK

What grounding phrase could help you in that moment?

Why is this boundary important to you?

What is one reminder or affirmation you can tell yourself to stay strong?

