



JEWETT MIDDLE ACADEMY MAGNET

An IB World School
Academic Honesty Policy



The Academic Honesty Policy is designed to define and clarify the expectations associated with the submission of authentic work. It will provide staff, students, parents, counselors, and administrators with a common understanding of malpractice, define the responsibilities of all parties in preventing malpractice, and encourage principled behavior and promotes personal integrity and good practice in learning and assessment; in the MYP, it is part of the Approaches to Learning.

I. Purpose / Philosophy

According to the International Baccalaureate Organization (IBO), academic honesty includes a set of values and skills that promote personal integrity. Jewett Middle Academy students strive to develop the attributes of the learner profile. Some key attributes related to academic honesty that we as a school community model and strive to develop include:

- **Inquirers** - They develop the skills needed to pursue their questions as they conduct inquiry and research.
- **Principled** - They act with integrity and honesty; they take responsibility for their own actions.

II. Definition

Academic honesty is a student acknowledging responsibility to produce their own work, recognition of the work of others, and maintaining honor and trust in the learning environments of our school. It is important to clarify behavior that can lead to an unfair advantage in academic work, hereby referred to as malpractice.

Academic Honesty - set of values that promote personal integrity and good practice in learning and assessment; in the MYP, it is part of the Approaches to Learning. **Cheating** or **academic dishonesty** in the MYP includes:

- **Plagiarism** - using the ideas or work of another person as your own, such as copying language from a book or website and not citing where it came from

Examples:

- Any representation of others' work as your own
- Non-original work that is not cited and appropriately referenced in submissions.
- Copying information from a book or a website.
- Misuse of quotation marks, paraphrasing, and in text citations makes authorship unclear.
- Failure to identify source of elements of nonverbal work (i.e. painting, dance, photo, proof, musical composition, etc.) that you've derived your work from.

Using online language translators unless explicitly allowed.

- **Collusion** - helping someone else cheat, such as allowing your own work to be copied by another
 - Helping someone else cheat both deliberately and through support.
 - Allowing your work to be copied and/or submitted by another student.
 - Representing significantly unequal work as an equal collaboration.
 - Writing a paper or doing homework for another student, both at the time as well as sharing completed work with students who take a course in the future.
 - Sharing information about assessment content and questions with other students.
- **Misconduct**- refusing to follow directions, such as taking test materials from a classroom or using prohibited electronic devices

Roles and Responsibility in Supporting Academic Honesty

Faculty :(including teachers, counselors, media specialists and paraprofessionals)

- Communicate appropriate collaboration versus collusion with each assignment.
- Teach a recognized citation convention for written and non-written works.
- Demonstrate and model academic honesty in presentations, etc.
- Assure students in your class understand that when they submit a task as their own, they are representing that have not received nor given aid on assignments or assessments. Teachers can opt to ask students to use their signature to explicitly assure this point if needed.
- Minimize temptation for malpractice in assignments/assessment situations.
- Communicate with students, parents, counselors, administrators, with concerns and malpractice offenses.

Students:

- Confirm understanding of academic honesty with signature on Code of Conduct form each year.
- Work to produce authentic work
- Understand that putting name on assignment certifies it as your own work, cited appropriately.
- Understand proper citation expectations for assignments (MLA or APA where appropriate)
- Ask for guidance when you are unsure.

Administration:

- Support academic honesty policy and investigate all counselor/teacher reports of malpractice.
- Ensure that all staff, students, and parents understand definitions, responsibilities, and repercussions.
- Ensure the academic honesty policy is applied consistently throughout the school.
- Provide staff development and guidance on academic writing and referencing systems that are available.

- Provide teachers with material to guide students in maintaining academic honesty.

Parents and guardians:

- Read/sign Code of Conduct form.
- Encourage your child to practice academic honesty.
- Encourage your child to cultivate a culture of academic honesty in school.
- Address concerns of academic misconduct/malpractice with your student and school personnel if necessary.

III. Misconduct

Teacher will report the student to administration and then report to parents and counselors. Consequences will be administered within school's discipline protocol, based on frequency and recurrence of the violation.