



## Academic Honesty Policy

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world. (IBO Learner Profile)

In our quest to become principled and reflective learners, we must commit to academic integrity in all that we do, both as individuals and in group settings. Academic honesty refers to the practice of making knowledge, understanding and thinking transparent. Such transparency needs to be taught and supported throughout a child's education. The technical skills (citations, etc.) are essential, but the understanding of the concepts and values behind them comes first. A safe and encouraging learning environment in which students can explore ideas and make visible the development of their own thinking will support academically honest behaviors and help to instill the values and principles that lie behind such behaviors. The attributes of the learner profile are important in nurturing such an environment.

### Definitions:

**I. Academic Honesty:** a set of values and skills that promote personal integrity and good practice in teaching, learning, and assessment.

Academic honesty is consistent with the learner profile attributes, particularly *principled* and *reflective*. *Principled* learners act with integrity and honesty, with a strong sense of fairness and justice and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences. *Reflective* learners thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

Academic honesty is also referred to in MYP Approaches to Learning Information Literacy Skills. As students find, interpret, judge and create information, they must "understand and implement intellectual property rights and create references and citations, use footnotes/endnotes and construct a bibliography according to recognized conventions."

**II. Authenticity:** Authenticity refers to any created work including written or oral “that is based on the student’s individual and original ideas with the ideas and work of others fully recognized.”

### **III. Academic Dishonesty**

- **Plagiarism:** Plagiarism is the submission (representation) of someone else’s work as the student’s own. This can include written work, thoughts, visuals, graphics, music, and ideas. It occurs when one fails to acknowledge the sources which are used or upon which the work is based.
- **Collusion:** Collusion is copying someone’s work or allowing someone else to copy one’s own. There is a difference between collaboration and collusion. There are times when collaboration is encouraged; however, final products must be produced independently and in a student’s own words. Students in a collaborative work group may be using the same data or working on the same problem sets, but all work must show evidence of each individual’s authentic authorship.
- **Examples of academic dishonesty:** Taking unauthorized material into an exam; copying the work of another student or allowing someone to copy one’s work; completing another student’s online assignment; exchanging information about an exam; failing to document all sources used for information; creating undocumented data for an assignment.

### **Responsibility of Lakewood Catholic Academy**

Lakewood Catholic Academy will foster an atmosphere of honesty, integrity, and respect. By actively promoting the values of our Catholic faith as well as the attributes of the IB Learner Profile, we will provide a culture where academic honesty will thrive.

### **Responsibilities of each Teacher**

- Lead discussions about academic honesty and its importance.
- Define and give examples of plagiarism, collusion, and other forms of dishonesty and instruct students how to avoid these practices.
- Model academic integrity; for example, cite sources used in lesson planning and delivery.
- Instruct and promote strong research skills.
- Encourage students to develop their own voice and to communicate their own ideas.
- In partnership with media specialists, teach students to use proper citations and to use media resources responsibly.
- Encourage students to strive for growth, rather than perfection, in their academic endeavors.

## **Responsibilities of each student**

- Implement the use of citations and bibliographies as soon as they are introduced.
- Take ownership of one's work – do not cheat and do not help others cheat.
- Develop one's own voice and style – have the courage to present one's own work.
- Acknowledge help from parents, teachers, students, or others.
- Seek clarity about each teacher's guidelines for collaborative work.
- Ask for help when unsure how to follow the guidelines of academic honesty.

## **Responsibilities of parents/guardians**

- Support Lakewood Catholic Academy's Academic Honesty Policy.
- Model honesty and integrity in the home.
- Encourage children to strive for growth, rather than perfection, in their academic endeavors.

## **Correct format for acknowledging resource:**

At Lakewood Catholic Academy, the Modern Language Association (MLA) method is taught and used. The website <http://owl.english.purdue.edu> outlines MLA format. A reference sheet will be provided to all students and teachers.

## **Consequences**

Violations of the Academic Honesty Policy may result in disciplinary action, including but not limited to: the loss of a student's privileges to use the school's information technology resources; requirement to complete an alternate assignment; no credit for the assignment; a disciplinary meeting with parents; or further action. Consequences of academic dishonesty will be dependent upon the severity of the situation and the grade level and academic history of the individual.

## **Bibliography**

"Academic Honesty in the IB Educational Context." (2014): n. pag. International Baccalaureate Organization. Web.

*MYP: From Principles into Practice*. Cardiff, Wales: International Baccalaureate Organization, 2014. Print.

Saint Edward High School. *Academic Honesty Policy*.