



# **Academic Honesty Policy**

## **Rationale**

Academic honesty has always been an issue for education at all levels and for all ages. Increasingly, as electronic media becomes central to many people's lives, there is greater scope for lapses in academic honesty. As parents and educators it is our role to teach students how to be academically honest and insist upon such behaviour.

St. George's Philosophy and Objectives includes some key elements that are related to academic honesty. Students are encouraged to be curious and to develop a desire for lifelong learning. They should be confident and capable of critical thinking. They should appreciate others and be prepared for further academic study.

For many of our students the IB Diploma is the culmination of their secondary education and the IBO places great emphasis on academic honesty. The key element of the Learner Profile in this respect is that students should be 'Principled'. This is highlighted in the General Regulations (Articles 27 & 28). Dishonest students risk not being awarded their IB Diploma.

Above all else students should value the opportunity to produce their own work. They should celebrate what they have achieved and present it confidently, citing the work of others as necessary.

## **What is academic honesty?**

Academic honesty ensures that students do not gain an unfair advantage over their peers. It includes but is not limited to:

- Cheating in test or exams (e.g. in school, CIE IGCSE or IB Diploma exams)
- Copying or submitting another student's or author's work – plagiarism (e.g. HW, IBO IA & WA tasks)
- Gaining unfair advantage (in any assessment)
- Abiding by copyright and intellectual copyright regulations (e.g. in IB ToK essays & presentations, Extended Essays, IA or WA work)

## **School responsibilities**

St. George's endeavours to show all students that their work is of value. In many areas it is the process that is fundamental and teachers are key to ensuring that students have the confidence to submit work that is their own.

Students are taught how to be responsible and what the risks are of not being academically honest. This happens:

- In all classes
- In the IT Acceptable Use Agreement
- In library lessons as part of the Lifeskills programme (all Year 6 – 13)
- Through mentoring or supervision of work (e.g. ToK essays, Extended Essays, IA & WA tasks)
- During the IB induction sessions and Extended Essay introduction
- Through the issuing of the IBO General Regulations & this policy document
- When work is checked using 'Turnitin' (e.g. all externally assessed work of the IBO)

### **Parents' responsibilities**

Parents play a key role in developing their child's understanding of what it means to be honest.

Parents should instil a sense of honesty and responsibility. This must be applied to a student's academic life at the appropriate time.

Parents of IB Diploma students are required to acknowledge receipt of the IBO General Regulations and to having read and discussed this document with their child.

### **Student responsibilities**

To act with integrity by:

- researching their work thoroughly and approaching tasks in a timely manner as directed by their teachers and as highlighted in Lifeskills library sessions
- ensuring that they understand what constitutes academic honesty
- making every effort to ensure that their work (eg IBO IAs & WAs) contains proper citations and referencing
- aspiring to the school's P&O and IB students to the IBO Learner Profile
- acknowledging that ultimately **they** are responsible for the work they submit

### **Incidents of academic dishonesty**

This includes but is not limited to:

- Taking unauthorised material or items into tests or exams (e.g. in school, CIE IGCSE or IB Diploma exams)
- Copying another student's work (e.g HW, IA or WA material, etc)
- Submitting another student's work as their own (whether that be a St. George's student present or past or another student)
- Copying the ideas or words of someone without giving due credit (citing)

### **The consequences of academic dishonesty**

Incidents of academic dishonesty will be dealt with on an individual basis depending upon the age of the student and prior incidents of dishonesty. Students may be:

- Required to repeat a task, possibly under supervised conditions
- Given no mark
- Given an after school or Saturday detention
- Not permitted to submit that piece of work

Students' parents will be informed as necessary.

Repeated infringements of these regulations will result in a student being suspended.

If **IB Diploma students** are found to have plagiarised their work it **will not** be submitted for assessment by the IBO and they will therefore **fail** that course, therefore the entire Diploma.

### **Next Steps**

If you have any further questions regarding academic honesty, as a student or parent, then the IB Coordinator will be happy to discuss these with you. Please make an appointment through the School Office.

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