



Lo-Ellen Park Secondary School

Academic Honesty Policy

Lo-Ellen Park Mission Statement

Our mission is to provide, within a caring environment, a variety of educational opportunities to learners of all abilities so that they can develop to their full potential as healthy, socially responsible, active members of a changing global community.

Philosophy

At Lo-Ellen Park Secondary School, we endeavor to foster academic honesty by teaching students how to achieve academic honesty and integrity, by helping students understand the importance of respecting the intellectual property of others, and by ensuring that students understand the consequences of academic misconduct.

Academic honesty is central to creating an environment of trust upon which an academic community relies. *Academic dishonesty* undermines that environment. Students are thus expected to make ethical choices. Neither cheating nor plagiarism can be tolerated. This policy is intended to protect our students and to protect the integrity of our academic community.

As a student at Lo-Ellen Park Secondary School and as a candidate in the International Baccalaureate Program, you are governed by both our school policy and the IB policy regarding Academic Honesty. The following LEP Academic policy is adapted from the IB Publications *Academic Integrity (2019)*, *Effective citing and referencing (2014)* and *Academic honesty (2022)* policies. *Academic Honesty, 2007* and *The Diploma Programme: From Principles to Practice*.

At Lo-Ellen Park Secondary School it is an expectation that all student work will be created with honesty and that it reflects the student's authentic and original ideas. In the IB Programme, academic dishonesty is a serious offense and is considered grounds for removal from the programme.

It is often the case that students commit malpractice when they are under a great deal of stress and overwhelmed. It is critical that students practice effective time management and contact a guidance counselor, the IB Coordinator and/or their teachers if they need help with managing time and stress.

Policy

ACADEMIC DISHONESTY, which includes both **plagiarism** and **cheating**, can include, but is not limited to...

- submitting someone else's work as your own
- buying essays or assignments from Internet sites or from individuals and presenting these products as your own work
- quoting directly or indirectly (using others ideas) from sources without proper citation. These sources include not only books but television, radio, audio, film, Internet sites, interviews, computer programs, images, etc. You must cite anything which is not your original work
- self-plagiarism: this means submitting an assignment in a course which you have *already* used for credit in another course
- writing an assignment for someone else or allowing someone else to copy your assignment for credit in a course
- copying from another student's test, or allowing another student to copy during a test
- using materials which are not permitted during a test

- giving test questions or answers to a member of any class, or receiving test questions or answers from a member of any class
- unauthorized collaboration: although collaboration is often encouraged unauthorized collaboration is not permitted
- fabrication of data or sources
- posting test/exam or assignment questions to a web or social media site
- IB students must also adhere to the IB's *Academic Integrity (2019)*, *Effective citing and referencing (2014)* and *Academic honesty (2022)* policies.

CONSEQUENCES FOR ACADEMIC DISHONESTY may include one or more of the following:

- the assignment receives a zero
- telephone call home to notify parent(s)/guardian(s)
- meeting with parent(s)/guardian(s) and administration
- loss of opportunity to win awards or participate in school activities
- failure in the course
- recording of infraction in academic records
- suspension

RESPONSIBILITIES OF STUDENTS, PARENTS AND TEACHERS

- **Students** are expected to produce work which reflects their best efforts. They will be expected to adhere to the policy on academic honesty both inside and outside the classroom.
- **Parents/guardians** are expected to support the spirit and intent of this policy by reviewing the policy and encouraging academically ethical behaviour.
- **Teachers** are expected to promote academic honesty by making students aware of the policy, and by teaching the relevant practices for their course discipline. Teachers are expected to enforce the principles of the policy and to model the principles of the policy.

I have read this policy and understand the definition of academic dishonesty, its consequences and my responsibility to make ethical choices.

Student's Name: Print

Student's Signature

Sources:

Academic Honesty in the IB educational context, August 2014

Academic Integrity, Oct 2019

Diploma Programme Assessment procedures, *Academic Honesty*, 2022

Effective citing and referencing, August 2014

Reviewed: September, 2022
By: Head of School & IB Coordinator