

GHS Academic Integrity Policy

(1) Honor Code for Greenwich High School

Overview:

Mutual trust, fairness, and intellectual honesty are central to the very nature of learning. These values represent the highest possible expression of shared beliefs among the members of the GHS community.

As members of the Greenwich High School community, we believe these principles should be upheld at all times in order to foster an environment in which academic integrity is respected and valued.

We pledge to:

- Complete all academic work independently (unless working on an assigned cooperative project)
- Create and maintain an environment free of cheating, plagiarism, and other forms of intellectual theft
- Uphold an environment of trust, responsibility, and honesty

Pledge for students:

On my honor, I pledge that I have read and that I understand Greenwich High School's Academic Integrity Policy and I vow not to give or receive work that is not my own. In completing my work I pledge not to cheat, plagiarize, steal, or engage in any other act that may violate Greenwich High School's Academic Integrity Policy. I further understand that failure to uphold this policy subjects me to the consequences and penalties specified in the school's Cardinal Rules.

(2) Academic Integrity

Outlined below are guidelines for students concerning cheating and plagiarism as well as consequences for violations of the Cardinal Rules that involve cheating.

(a) Academic Integrity means:

- Producing your own thinking/writing in any assignment on which you put your name
- Submitting your best work to meet academic deadlines
- Keeping your work to yourself unless working on assigned cooperative projects
- Appropriately citing all other sources, including study guides and Internet sites, from which you drew text or ideas

(b) Violations of Academic Integrity

Irresponsibility means:

- Scheduling full or partial day excused or unexcused absences designed to avoid assignments (such as homework, class work, or assessments, etc.)
- Inventing excuses (broken technology, feigned illness/crisis, time constraints, etc.) to explain lack of academic production
- Removing without authorization or destroying school/media materials

Cheating means:

- "Sharing" student work that should be individually produced on homework or tests
- Using crib notes during testing situations
- Substituting another source, such as Cliff's Notes or Monarch Notes study guides, in place of completing an assignment

- Sharing information about a quiz or test with students who have not completed the assignment
- Falsifying class documents (passes) in order to avoid academic consequences

Plagiarism means:

- Intentionally or unintentionally presenting another's work/writing as your own.
- Using direct quotes, paraphrases and specific ideas of another person without explicit, appropriate attribution
- Obtaining and submitting work from Internet "paper mills" as your own
- Supplying/selling your work to another
- Inventing/counterfeiting sources

Consequences for a violation of Academic Integrity Policy**First Offense**

- Loss of credit on the assignment
- Parental Notification: Contact by teacher, Letter from House Administrator
- Student/teacher/counselor/House Administrator Conference

Second Offense

- Loss of credit on the assignment
- Notification of House Administrator
- Referral to House Administrator for Suspension
- Student/teacher/counselor/parent/House Administrator conference

Third & Subsequent Offenses

- Loss of credit on the assignment
- Referral to House Administrator for Suspension
- Student/teacher/counselor/parent/House Administrator conference
- Referral to social worker