



## Academic Honesty Policy

Southridge High School encourages students to be responsible citizens and persons of integrity and honesty in all of their academic work. We want students to learn how to incorporate others' ideas into their own work and how to acknowledge the origin of those ideas. In the words of the IB Learner Profile, we want students *“to act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere.”* This academic integrity policy was developed in an effort to foster, teach and encourage appropriate and ethical academic behavior.

Southridge High School requires that all students and staff meet the standards of IB: *“All coursework—including work submitted for assessment—is to be authentic, based on the student’s individual and original ideas with the ideas and work of others fully acknowledged. Assessment tasks that require teachers to provide guidance to students or that require students to work collaboratively must be completed in full compliance with the detailed guidelines provided by the IB for the relevant subjects. Teachers and school administrators have a responsibility to model integrity and practise academic honesty themselves.”* (IB Diploma Programme: Principles into Practice) Violations of academic integrity include acts or attempted acts of cheating by which a student deceives, acts dishonestly, or misrepresents work that he/she has produced on an academic exercise, or assisting another to misrepresent his/her work. A student cheats when he or she presents work that is not theirs. Southridge High School and the International Baccalaureate Organization (IB) take seriously any instances of academic dishonesty. At Southridge High School, we want students to demonstrate integrity in their learning and to follow agreed-upon practices to document their work. When students fail to do so, it is an academic integrity violation and consequences will follow. The concept of integrity and honesty, and of students acting fairly and taking responsibility for their actions, is referenced in the International Baccalaureate [learner profile](#). Below are the key definitions and elements of the Southridge High School Academic Integrity policy that deserve emphasis and attention.

Cheating includes, but is not limited to:

- Copying from others or allowing others to copy from you;
- Collaborating on assignments without authorization;
- Using unauthorized materials;
- Presenting work created by another as your own;
- Re-using work from one class in another without teacher permission;
- Falsifying evidence or research findings.

Plagiarism is one of the most common forms of cheating but can be easily avoided. Plagiarism is the deliberate act of representing the words, ideas, or data of another as one's own. Plagiarism includes, but is not limited to:

- Quoting another person's words, sentences, paragraphs, or entire work without acknowledgment of the source;
- Utilizing another person's ideas, theories, or opinions without acknowledgment;
- Downloading, cutting and pasting, or even just rewording portions of websites or online resources.

### **How Southridge High School teaches Academic Integrity**

At Southridge High School, teachers, counselors and administrators promote, expect and teach academic integrity. This includes:

- Emphasizing our core values at a whole-school level around integrity, respect, and community, and encouraging students to Embrace honesty, Inspire learning, and Empower their futures;
- Basing grades on standards through the use of criterion-based scoring guides
- Teaching academic scholarship through proper citation
- Yearly advisory lessons on academic honesty, including having students and parents sign an academic honesty policy contract.
- Teaching and providing feedback on Digital Citizenship BSD behavior targets: *BST 4.3 - Intellectual Property : Students demonstrate and advocate for an understanding of intellectual property with both print and digital media -- including copyright, permission, and fair use - by creating a variety of media products that include appropriate citation and attribution elements.*
- Proctoring and administering IB tests with care and integrity following IB rules;
- Reminding students to be conscientious about managing their online use of social media and conversations and to report any cases of inappropriate use;
- Addressing such issues as the social impact of plagiarism, misuse of information, and academic dishonesty through various student groups, including the Principal's Equity Advisory Committee (PEAC).
- Reviewing classroom-specific information about academic honesty expectations and integrity;
- Promoting the IB Learner Profile standards, specifically that students "... act with integrity and honesty, with a strong sense of fairness, justice and respect for the dignity of the individual, groups and communities. They take responsibility for their own actions and the consequences that accompany them." (IB Learner Profile 2013);
- Guiding students on study skills, academic writing, how to acknowledge sources, how to conduct research, and the concept of intellectual property.
- Requiring students to sign candidate consent forms for uploading documents to the IB.
- Requiring students to sign classroom and [school-wide Academic Honesty](#) contracts.
- Teaching through exemplars of academic best practice of citation and honesty.

- Teaching proper citation in class using the Online Writing Lab from Purdue University. In addition, students receive citation and acknowledgement guidance specific to their Extended Essay topics.

### **How Southridge High School Supports Students**

Classroom-based instruction and resources to support students as they learn the academic research and writing process:

- Because we are a district that supports 1:1 mobile technology devices (Chromebooks), our teaching infrastructure supports our efforts to foster independence and access to resources in learning.
- Schoolwide digital citizenship curriculum that stresses responsible use and citation of online information.
- The use of a cloud-based Learning Management System (Canvas) through which teachers interface with students and create and administer course documents, quizzes, resources, and links to documents. The Canvas system also contains plagiarism-detection software.
- Use of an online teaching tool and plagiarism checker (Turnitin).
- Access to websites that help students properly cite sources (For example, OWL at Purdue.).

### **Range of Consequences**

Southridge High School strives to teach respect and fairness. In the case of an alleged academic integrity violation, students will first have a chance to explain themselves and acknowledge any error. Depending upon the findings, consequences can include:

- Notification of infraction to parents, an assistant principal, and student's counselor;
- Notification to the IB of malpractice;
- Administrative intervention and school consequences;
- Notification of teachers who have written letters of recommendation for student, with letters possibly withdrawn or amended;
- Notification of scholarship and award committees, including the Southridge Scholar Award;
- Notification of National Honors Society, which may include revoking of membership;
- Notification of the infraction to colleges where students have applied or are accepted.
- Removal from the IB DP or IB CP
- No credit for assignment which may negatively impact the final grade of the course

If an incident involves malpractice on an externally assessed IB exam, Internal Assessment or Extended Essay, then in compliance with IB policy, the IB organization determines the outcome.

### **References and Sources consulted:**

*IB Diploma Programme: Principles into practice Academic Honesty*, Programme Resource Center IB  
*Academic honesty in the IB educational context*, International Baccalaureate, 2014, updated 2016  
*IB Learner Profile*, 2013  
*Beaverton School District Student and Family Handbook*, 2018  
Southridge High School Academic Integrity Contract

Committee Members:

Susan Murai, Wayne Grimm, Mikaela Vanderperren, Marc Javurek, Celeste Colasurdo, Jim Healy, David Nieslanik, Lori Krumm, Doug Boyer, Natalie Ballard-Strauhal

Updated: October 2018

Updated: April 2019