

Spring 2015

WAHS Honor Code System:

Honor Pledge: "I have not given or received any unauthorized information on this test/assignment."

Honor System: The spirit of the Honor System demands that each student conduct himself or herself honorably in all situations. Of course, in any large group there are bound to be a few for whom this responsibility proves too great, and for this reason the Honor System was created. An honor system requires each student to be honorable in his or her own conduct and to make sure that everyone else does the same. The assurance of honorable behavior creates an atmosphere of trust among students, faculty, and the administration, and helps us to concentrate on our school's overriding purpose: education.

Types of Violations (include the following)

1. Cheating -- Some examples include:
 - Copying another student's work
 - Giving another student answers or work
 - Plagiarism
 - Inappropriate communication during test or quiz
 - Using or possessing unauthorized notes or materials, including those obtained on the Internet, World Wide Web, Netscape, etc.
2. Academic Lies
 - Any intentional falsehood told by a student to a teacher, administrator, or staff member involving academic work or forging a note.

Honor Hearing Procedure

1. When a student is accused of an honor violation, the case first goes to an administrator. The administrator hears the testimony of the accuser and the accused, collects any physical evidence, and locates any witnesses needed to clarify points of fact.
2. At this point the student has two choices.
 - The student may plead guilty to the administrator. In this case the student will serve two days of lunch detention, two days of either before **or** after school detention, complete a guided essay that is reflective and restorative, and lose all exam exemptions for the remainder of the school year. Once all disciplinary action is complete, the administrator may grant the student one year probation. When a student is placed on probation, the honor violation remains on his/her record for one calendar year. After the one year

probationary period, the honor violation only returns if a second honor violation occurs during the student's time in Albemarle County Schools.

- The student may plead "not guilty" to the charge levied by the teacher. In this situation the teacher and student will meet before the school's three associate/assistant principals to present their individual case. The student may request a parent or counselor to attend as a silent advocate. Witnesses may be questioned separately by the administrative panel. After both parties present, the administrators will hold a private discussion of the facts and by a secret vote, two of the three ballots will determine the result. If the student is found "not guilty" by the administrators, the case is immediately dropped and the grade is restored. If the student is found guilty, the disciplinary action listed above will be in effect, and the administrator still has the option to grant one year probation. In situations of guilt, it is also appropriate for the administrator to make a "recommendation" to the teacher regarding the grade on the assessment involved.

3. Students found guilty of an honor offense should self-report to any honor society sponsor or organization that uses these types of infractions for inductions or continuous membership. After five days, the office will reply to requests from sponsors of any organization that has a legitimate academic interest.

4. If a student is found guilty but feels there has been some violation of procedure or feels the punishment is unfair, the parent of the student should write a request for appeal to the school principal within five school days of the original disciplinary action. Once the appeal is received, the principal should gather information and render a decision within five additional school days.