



Birmingham Community Charter High School

Academic Integrity Policy

Birmingham Community Charter High School expects all students to abide by ethical academic standards. Academic dishonesty – including plagiarism, cheating or copying the work of another, using technology for illicit purposes, and/or any unauthorized communication between students for the purpose of gaining advantage during an examination-is strictly prohibited.

Birmingham Community Charter High School's Academic Integrity Policy covers all school-related tests, quizzes, reports, class assignments, and projects, both in and out of class.

The purpose of Birmingham Community Charter High's Academic Integrity Policy is to prepare students for the reality created by the technology explosion and for the world of college and beyond, where cheating and plagiarism have serious consequences in a technologically advanced society.

Plagiarism is not the same as cooperation or collaboration. Teachers often expect, even encourage students to work on assignments collectively. This is okay, as long as the author of the work being presented is clearly cited.

Cheating: a form of dishonesty where a student attempts to give the appearance of a level of knowledge or skill that the student has not obtained.

Examples include:

1. Copying another person's work during an examination or while completing an assignment.
2. Allowing someone to copy during an examination or while completing an assignment.
3. Using any unauthorized materials not specifically approved by the instructor during any exam or while completing any assigned work.
4. Collaborating on any group or individual assignment without the direct authorization of the instructor.
5. Taking an examination or completing an assignment for another, or permitting another to take an examination or to complete an assignment for you.
6. Altering a piece of graded work after it has been returned, then submitting the work for re-grading
7. Submitting identical or similar papers for credit in more than one course without prior permission from the course instructors.
8. Stealing, reproducing, circulating, or otherwise gaining access to examination materials prior to the time authorized by the instructor.
9. Retaining, possessing, using, or circulating examination materials (electronic or otherwise), where those materials are to be returned to the instructor at the conclusion of the examination. This includes the posting/sharing of pictures of test questions/exams.
10. Providing false information in connection with any inquiry regarding academic integrity.

Plagiarism: a form of intellectual theft that violates widely recognized principles of academic integrity. It is the verbatim repetition or paraphrasing, without acknowledgment, of another person's writing.

Violations include:

1. Copying another student's work and submitting it as one's own work (i.e.: homework, term papers, group projects, etc.).
2. Using any other person or organization to prepare work which one then submits as his/her own.
3. Paraphrasing the thoughts of another writer without acknowledgment.
4. Citing a source that does not exist.
5. Attributing to a source ideas and information that are not included in the source.

6. Citing a source in a bibliography when the source was neither consulted nor cited in the body of the paper.
7. Intentionally distorting the meaning or applicability of data.
8. Inventing data or statistical results to support conclusions.

*All significant phrases, clauses, or passages taken directly from source material must be acknowledged either in the text itself, in footnotes, or in any other format specified by the teacher.

Other: Any other misconduct that includes other academically dishonest, deceitful, or inappropriate acts.

Examples of such acts include but are not limited to:

1. Pressuring or encouraging another student to participate in any violation of the ethics code.
2. Planning with another to commit any act of academic dishonesty.
3. Profiting financially or otherwise from the avocation and/or support of any unethical act.
4. Falsifying of records and/or official documents: academic records, grade reports, letters of permission, add/drop forms, ID cards, lunch passes, absence excuses, parent notes, etc.
5. Appropriation of artwork (visual, musical, theatrical).

Consequences for Violations of Ethical Standards

Violations of the Academic Integrity Policy occurring in any classroom will be subject to penalties established by the classroom teacher(s), in addition to the following school-wide sanctions, which **will** include but are not limited to:

First Offense

1. Failing grade on the assignment
(Teacher)
2. Parent/Guardian notification
(Teacher)
3. After-School Detention
(Dean)
4. Documentation of offense
(Dean)

Second Offense

1. All penalties from a first offense in addition to:
2. Notification to all of the student’s teachers
(Dean)
3. Parent conference and/or IEP review meeting
**(Teacher/Parent/Guardian/
Counselor/Dean/ Case Carrier)**
4. Signing a behavior contract to be placed in the student’s record
(Student/Dean)
5. Possible one day exclusion from extracurricular activities
(Dean/Administrator)

Third and Subsequent Offense

1. All penalties from first and second offenses in addition to:
 2. Appearance at an academic integrity hearing to decide further action. *
- *The academic integrity hearing will be made up of a small community including the **student, teacher(s), parent/guardian, Student Services Committee member(s), and Dean(s)**
- NOTE:** BCCHS will follow the progressive discipline process. Hearing consequences include, but are not limited to suspension, expulsion, etc...
- *Offenses are cumulative over a student’s high school career*

I understand the BCCHS Academic Integrity Policy and agree to follow and adhere to it at all times.

Student Name (please print):

Grade:

Student Signature:

Date:

SLC (please circle): **CAL** **Freshman** **MASH** **MEDIA** **PVA** **T&B**