



THE AMERICAN SCHOOL IN ENGLAND

Upper School Academic Honesty Policy

This policy applies to the Upper School only including Boarding

Information Sharing Category	PUBLIC
TASIS England Document reference (Org, Doc, version, date)	TASIS_AH_V1_01092023
Version	1.0
Date published	01 September 2023
Date ratified by Head of School	01 September 2023
Review/Update date	01 September 2024
Responsible area	Head of Upper School

TASIS England is committed to safeguarding and promoting the welfare of students and expects all faculty, staff and volunteers to share this commitment. It is our aim that all students fulfil their potential.

TASIS England Upper School Academic Honesty Guidelines

All students are expected to preserve and honor the academic integrity of their education at TASIS England. To flourish as principled, open-minded, and compassionate members of our global community, our students must demonstrate academic honesty at all times.

Students are expected to take ownership of all coursework and assessments that they complete. Students must produce work that is fully their own and that acknowledges the words or ideas of others. Teachers will provide students with clear guidelines for assessed work and will teach them how to use secondary materials and quote the words and ideas of others with academic integrity.

For students to fully engage with their learning, they need to take responsibility for producing all work that they submit, whether in class, as homework, or as an examination. By producing their own work and following the guidelines set by their teachers, students will be able to receive valuable feedback that reflects their own personal strengths and areas for growth and development.

Acting as principled learners, students will also be able to ensure that they give each other equal opportunities to demonstrate the knowledge and skills that they learn in their studies at TASIS England.

If a student fails to maintain academic honesty in their assessed work, they will be subject to the consequences outlined in the table below. In order to help them make good choices, students are provided with information about various possible incidents relating to academic honesty each year.

In instances where students have clearly violated our academic honesty policy or have been involved in repeated incidents of academic misconduct, they will attend a Behavioral Reflection Meeting in accordance with the TASIS England Behaviour Management, Discipline & Sanctions Policy, which will determine the disciplinary consequences to be applied. Disciplinary consequences resulting from a Behavioral Reflection meeting can include fixed-term exclusions or escalation to a Disciplinary Board Hearing, which in turn can result in permanent exclusion from the school.

Academic Honesty Infractions

Please note that the possible infractions and consequences relating to academic honesty are addressed on an increasing scale of concern (A-C). These infractions are not limited to the table below, but may include:

Coursework Incident	Level A	Level B	Level C
<p>Plagiarism of coursework <i>Copying words from external sources, including internet sites or Artificial Intelligence (AI), or submitting material that is not written by the student, such as content generated by a tutor, a peer, or AI. Failure to quote sources. Failure to provide evidence of progress and development of own work.</i></p>	<p>No credit awarded for any and all sections copied from or generated by other sources.</p> <p>For a first incident on a homework assignment, the student may be given the opportunity to rewrite the assignment for a maximum grade of 75.</p>	<p>No credit awarded for any and all sections copied from or generated by other sources.</p>	<p>No credit awarded for any and all sections copied from or generated by other sources.</p> <p>Repeated incidents will lead to a Behavioral Reflection Meeting and disciplinary consequences.</p> <p>Following the incidents, the student may be ineligible for certain courses, honors, or awards.</p>
<p>Peer-Assisted Plagiarism <i>Students sharing their work to others for submission; a student allowing another student to copy their work.</i></p>	<p>If a student has not taken reasonable steps to prevent copying, a warning will be issued.</p>	<p>No credit awarded for work that a student shares with another student for the purpose of submission.</p>	<p>Repeated incidents allowing other students to copy work, or any incidents involving selling work to others, will lead to a Behavioral Reflection Meeting and disciplinary consequences.</p> <p>Following the incidents, the student may be ineligible for certain courses, honors, or awards.</p>
<p>Collusion <i>Students submitting</i></p>	<p>No credit awarded for work or sections</p>	<p>No credit awarded for work or sections</p>	<p>Repeated incidents of collusion will lead to a</p>

<i>similar or the same work for independent assignments.</i>	<p>of work that is similar or the same as other students’.</p> <p>For a first incident, each student may be given the opportunity to rewrite the assignment for a maximum grade of 75.</p>	<p>of work that is similar or the same as other students’.</p>	<p>Behavioral Reflection Meeting and disciplinary consequences.</p> <p>Following the incidents, the student may be ineligible for certain courses, honors, or awards.</p>
Test or examination Incident	Level A	Level B	Level C
Possession of unauthorized material in examinations (<i>including but not limited to: mobile phones, electronic devices, ear pods, Smart watches, papers, notes, crib sheets, or written material of any form.</i>)	<p>If the unauthorized material is surrendered or confiscated within the first 10 minutes and before the student has written on the exam, the student may have the opportunity to complete one or more components of the exam if it is divided into sections.</p> <p>No credit awarded for the first section or component of the exam.</p>	<p>No credit awarded for the examination.</p> <p>The incident may be reported to other schools as part of information-sharing requests.</p> <p>The student may lose eligibility for awards and honors.</p>	<p>Repeated incidents will lead to a Behavioral Reflection Meeting and disciplinary consequences.</p> <p>No credit for the examination.</p> <p>The incidents may be reported to other schools.</p> <p>Following the incidents, the student may be ineligible for certain courses, honors, or awards.</p>
Exchanging, sharing or attempting to share or receive information during an examination	N/A	<p>No credit awarded for the examination.</p> <p>The incident may be reported to other schools.</p> <p>The student may lose eligibility for awards and honors.</p>	<p>Repeated incidents will lead to a Behavioral Reflection Meeting and disciplinary consequences.</p> <p>No credit for the examination.</p> <p>The incidents may be</p>

			<p>reported to other schools.</p> <p>Following the incidents, the student may be ineligible for certain courses, honors, or awards.</p>
<p>Storing unauthorized materials in a secondary location during an examination</p>	N/A	<p>No credit awarded for the examination.</p> <p>The incident may be reported to other schools.</p> <p>The student may lose eligibility for awards and honors</p>	<p>Repeated or purposeful incidents will lead to a Behavioral Reflection Meeting and disciplinary consequences.</p> <p>No credit for the examination.</p> <p>The incidents may be reported to other schools.</p> <p>Following the incidents, the student may be ineligible for certain courses, honors, or awards.</p>
<p>Accessing examination materials or soliciting information about exam materials before the exam</p>	N/A	<p>No credit awarded for the examination.</p> <p>The incident may be reported to other schools.</p> <p>The student may lose eligibility for awards and honors</p>	<p>Purposeful or repeated attempts to access examination questions or materials will lead to a Behavioral Reflection Meeting and disciplinary consequences.</p> <p>No credit for the examination.</p> <p>The incidents may be reported to other schools.</p> <p>Following the incidents, the student may be</p>

			ineligible for certain courses, honors, or awards.
Failing to report an act of academic dishonesty or assisting in an act of academic dishonesty.	N/A	If, at any time, it comes to the attention of the school that a student is aware of academic dishonesty but has failed to report it, the student may be subject to disciplinary consequences	If, at any time, it comes to the attention of the school that a student has assisted another student in an act of academic dishonesty, all students involved will be subject to a Behavioral Reflection Meeting and disciplinary consequences.
Any incidents of academic dishonesty on an external examination, such as AP or IB exams (including but not limited to those listed above)	N/A	N/A	<p>The incident will be reported to the relevant exam board. External consequences will apply.</p> <p>The student will attend a Behavioral Reflection Meeting, leading to disciplinary consequences.</p> <p>The incidents may be reported to other schools.</p> <p>The student will lose eligibility for most awards and honors.</p> <p>The student will lose eligibility to participate in most school events or to represent the school at events.</p>