

Alderwood Academic Integrity Policy

Mission:

Alderwood students, families, and community create our school family. We embrace diversity and work together to develop ourselves as reflective, principled, life-long learners. Through collaborative and personalized instruction, we ensure all students reach high standards of intellectual and social development. Our school family strives to be compassionate, productive, and balanced citizens of today's global community.

Philosophy Statements:

At Alderwood we believe that learning and growing towards academic integrity is a shared responsibility between all stakeholders. We believe it is our responsibility to teach, monitor, and reflect on actions with our community so our students grow to become academically honest contributors to their education and community. We believe in restorative practices to support our learners and community to fix and learn from any mistakes.

Academic Integrity within our Program:

As a community, we support our students to become principled communicators with academic integrity through:

Technology Use:

- Common Sense Media lessons are taught during library time K-5 with classroom teachers reviewing and supporting in class.
 - <https://www.commonsense.org/education/scope-and-sequence>
- Classroom teachers teach into the Acceptable Use Policy (AUP) each fall. The LMS will review the AUP throughout the year within library instruction. The EdTech Coach & LMS will support students and teachers in reflecting on mistakes with Make It Right Reflection forms.

Classroom Practices:

- During group & independent work students will learn to give credit to others' work as well as their own.
- Within classroom instruction, we model and support students in sharing their own thinking and giving credit to others' ideas through turn and talk, collaborative groups and sharing with the class.
- In planning, presenting and creating materials we will cite sources and model practices for academic integrity.
- The concept of plagiarism will be taught in how it can apply to classmates and others' ideas.

Classroom Assessment:

- To ensure reliable data, teachers will support students to show their own thinking and take steps to discourage plagiarism such as spacing students and visual dividers to encourage their own work.
- Accommodations, supports and differentiation are consistent and developmentally appropriate. They are standardized across grade levels to ensure accurate, reliable data.

State Testing:

- During state testing the LMS will support classroom teachers to follow the district and state requirements for academic integrity including accurate accommodations, classroom settings and immediately reporting any incidents.

Understanding Copyright

- Intermediate students and all staff will understand the meaning of copyright and follow copyright expectations to give credit and to only use copyrighted materials within educational use guidelines.
- Creative commons can be used freely and will be encouraged for student image use.

Citing Sources

All students will learn to cite sources from their research to share information in developmentally appropriate ways. We will teach and model strategies for summarizing and sharing information using student's own words and thinking from their research.

	PreK- 1 st Grade	2 nd & 3 rd	4 th & 5 TH
Expectation	• Use pictures or icons to identify where information came from. (book, website, person, etc..)	• Cite source by identifying type of source (website, book, interview) and title. • Concept of plagiarism is taught and strategies for summarizing are modeled.	• Cite source by identifying title of source, type of source, author and how the source was found (location) • Students will use multiple sources for research and be able to share which information came from which source. • Concept of plagiarism is reviewed and strategies for summarizing are modeled and expected.

Academic Integrity Policy Standards & Practices:

Culture 3: The school implements, communicates and regularly reviews an academic integrity policy that creates cultures of ethical academic practice. (0301-03)

- Culture 3.1: The school implements and reviews an academic integrity policy that makes the school's philosophy clear and is aligned with IB guidelines. (0301-03-0100)
- Culture 3.2: The school clearly describes in its academic integrity policy the rights and responsibilities of all members of the school community, what constitutes good practice and misconduct, and the actions that are to be taken if there are transgressions. (0301-03-0200)
- Culture 3.3: The school articulates responsibilities for teaching a variety of practices related to academic integrity, and reflects its five fundamentals: honesty, trust, fairness, respect and responsibility. (0301-03-0300)
- Culture 3.4: The school ensures that relevant support materials, resources and structures related to the academic integrity policy are implemented. (0301-03-0400)
- Culture 3.5: The school monitors and evaluates the impact of the academic integrity policy to ensure that it regularly informs learning and teaching across the curriculum and that school's procedures are transparent, fair and consistent. (0301-03-0500)

Academic Integrity Policy Timeline:

Co-created with small team (LMS, Coordinator, Admin) Spring 2021

Shared with leadership for input & review- Sept 2022

Posted on website for family access- Sept 2022

Shared with staff @ staff meeting - Oct 2022