Marietta Sixth Grade Academy International Baccalaureate Middle Years Programme

Academic Integrity Policy

Date(s) revised: April 2019, January 2022, March 2022, April 2026

Marietta City School's vision is for all students to learn to their fullest potential.

Marietta Sixth Grade Academy's mission is to strive to develop connected, global learners.

Marietta Sixth Grade Academy's vision is to aspire to be the gateway to learning excellence.

MSGA believes that all students should embody the 3R's: Respect, Responsibility, Ready.

The vision, mission and beliefs of MSGA is to embrace the belief that all students should have opportunities to participate in and benefit from educational programs. The MSGA IB MYP program is committed to developing ethical citizens and leaders who are prepared for the 21st century. Vital to this is promoting academic integrity with all students and building an ethical culture within the school.

MSGA focuses on communicating and building an understanding of the responsibility among all stakeholders to foster student responsibility for producing authentic and genuine work, proper acknowledgement of the work and ideas of others, discerning proper use of information technology and social media, and adhering to ethical and honest practice during assessments of all types, including IB exams.

("Academic Integrity." IBO, 2019)

Definition of Academic Integrity

As stated by the International Baccalaureate Organization, academic integrity is "a choice to act in a responsible way whereby others can have trust in us as individuals. It is the foundation for ethical decision-making and behaviour in the production of legitimate, authentic and honest scholarly work." Academic integrity is foundational to maintaining fairness, trust and credibility, and developing respect for the ideas and work of others.
("Academic Integrity." IBO, 2019)

IB learners strive to be principled students who "...act with integrity and honesty, with a strong sense of fairness and justice." They are individuals who "take responsibility for [their] actions and their consequences." ("IB Learner Profile." IBO, 2017)

What constitutes good practices?

Good practices that align with academic integrity include the following:

- Citing work
- Referencing sources
- Recognizing and understanding the importance of citing sources
- Creating original works and not copying the works of others
- Contributing equally with group based tasks
- Not allowing another student to copy individual work
- Refraining from behaviors that give an unfair advantage (eg. notes on a test, cheat sheets, acquiring information on a test ahead of time, etc.)
- Properly utilizing electronic sources and web-based instructional programs

What constitutes academic misconduct?

Academic Misconduct

The IB defines student academic misconduct as deliberate or inadvertent behaviour that has the potential to result in the student, or anyone else, gaining an unfair advantage in one or more components of assessment. Behaviour that may disadvantage another student is also regarded as academic misconduct. Additionally, it includes any act that potentially threatens the integrity of IB examinations and assessments before, during or after the completion of the assessment or examination, paper-based or on-screen. ("Academic Integrity." IBO, 2019)

Examples of such misconduct include, but are not limited to:

Plagiarism

Deliberately or unintentionally using unoriginal content without giving credit to its sources. Plagiarism is not limited to professional or established works, but is also defined as work obtained from fellow students or past students if the assignment is designed for individual credit.

Cheating

Deliberately or unintentionally obtaining or providing an unauthorized, dishonest, or unmerited advantage in academic endeavors. Cheating can be, but is not limited to (a) turning in or taking credit for fraudulent work achievements, (b) stealing or copying another's assignment (c) stealing and/or possessing unauthorized tests or exams, (d) communicating, (verbally or otherwise) during tests (e) copying from another, (f) using unauthorized study guides, books, and other information, electronic or otherwise, (g) lying.

Collusion

Collaborating with someone else on an assessment exercise, which is intended to be wholly your own work, or assisting someone else to commit plagiarism. Allowing a student to refer to your work to complete their own or working too closely on a particular assessment with someone else might lead to collusion.

Deception
Deliberately or unintentionally supplying a MSGA faculty member with false information pertaining to classroom assignments.

Fabrication
Deliberately or unintentionally falsifying information, data, or documents for academic assignments.

Sabotage
Deliberately or unintentionally preventing a MSGA student, staff member, or faculty member from successfully completing a task or assignment or maintaining a good reputation among peers, staff, and faculty.

Duplication of Work
Submitting the same piece of work for more than one assessment or using the same piece of work as a basis for completing a different assessment.

Facilitating Academic Dishonesty
Intentionally helping or attempting to help another student commit acts of academic misconduct.

What are the actions that can be taken as a result of academic misconduct?

Identified cases of academic misconduct will be investigated by the IB Coordinator and appropriate school administrator by utilizing information gathered from the student(s) involved, the teacher(s) reporting the misconduct, as well as electronic information available through the various platforms utilized by the school to submit and grade student work.

Confirmed violations of academic misconduct will be addressed using the school's honor code policy, which states: *Any violation of the Marietta Honor Code will result in some or all of the following consequences:*

- *No credit awarded*
- *Discipline referral sent to appropriate administrator*
- *Notification of parents and teachers*
- *Loss of privileges*
- *Suspension or dismissal from extra and or curricular activities, including athletics*

Roles and Responsibilities

School Leaders

- Adhere to IB requirements regarding academic misconduct and school maladministration and support the school in achieving the IB requirements.
- Adhere to rules and regulations stated in IB publications regarding standards and practices, assessment procedures, general regulations, subject guides and examination regulations.
- Ensure a common understanding of misconduct and maladministration, as well as the consequences that can result from such violations.
- Maintain and review an academic integrity policy and communicate the IB's expectations to all stakeholders.
- Hold students, teachers, and administrators accountable in the event of misconduct or maladministration.
- Support IB in any investigation into possible misconduct or maladministration.

Coordinators

- Ensure IB policies are applied fairly and consistently.
- Ensure compliance with examination materials and protocols.
- Ensure teachers, students and families read and understand the school's academic integrity policy.
- Report suspected misconduct or maladministration.
- Supervise investigations of misconduct or maladministration.

Teachers

- Ensure students understand expectations, guidelines and academic misconduct in each subject.
- Plan a manageable workload to allow students time to produce authentic work.
- Provide feedback to students according to guidelines in subject guides.
- Save work appropriately to avoid errors in uploading assessments to the IB.
- Respond to investigations of misconduct or maladministration.

Students

- Understand the school's and the IB's policies.
- Respond to misconduct and maladministration and report them to teachers and/or coordinators.
- Complete all assignments and assessments honestly and to the best of their abilities.
- Give credit to all sources used in work submitted to the IB.
- Abstain from receiving non-permitted assistance in completing or editing work, and abstain from providing non-permitted assistance to peers.
- Use the internet and social media responsibly.

Family/Parents/Guardians

- Understand the school's and the IB's policies.
- Support students in understanding IB policies, procedures and subject guidelines.
- Support students in planning their workloads.
- Understand what constitutes misconduct and maladministration, and their consequences.
- Report potential cases of misconduct or maladministration.
- Submit only genuine evidence to support requests for inclusive arrangements.
- Abstain from giving or obtaining assistance in the completion of the work of students.

Support Materials and Resources

Marietta High School provides a variety of support materials and resources to assist students and teachers in matters related to academic integrity. These resources include:

- Access to Turnitin.com for all students and teachers.
- Access to subject-specific in-person workshops on citation methodology and requirements (through MHS media center specialists)
- Teacher instruction in each subject area in regards to specific assessments.
- Access to free after school tutoring for all students in all subject areas.
- MHS IB Website with links to citation instructional materials.
- Standardized protocols for IB teachers regarding authentication of student work.

Communication of the Policy

The Academic Integrity policy is posted on our school's public website.

"Academic Integrity." International Baccalaureate Organization, 2019. https://resources.ibo.org/data/academic-integrity_9798d3b2-b75b-4940-9bb1-e33c6d541add/academic-integrity-en_237ee4dd-b989-426d-b031-d032f5bc8a08.pdf

"IB Learner Profile." International Baccalaureate Organization, 2017. https://resources.ibo.org/data/g_0_iboxx_amo_1702_2_e.pdf

This district policy should be reviewed annually and revised as necessary following the review.